# **Advisory Committee In-Person Quarterly Meeting**

#### **Call to Order** I.

Keith Flewelling confirmed quorum and called the meeting to order at 9:01am 1

#### II. **Roll Call**

2 Roll call was taken through Microsoft Forms.

#### **Approval of Previous Meeting Minutes** Ш.

- ٠ Advisory Committee August 20, 2020 Quarterly Meeting minutes. 3
- 4 Motion to approve minutes as submitted
- Motion was made by Carlene Anders Seconded by Deb Flewelling 5

All in Favor Motion Passed

#### V. **Old Business**

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7 Adam Wasserman provided an update on the SECO response to Covid-19.

- ٠ 134,121 cases; 2,571 deaths; 631 hospitalizations, with 87 on ventilators
- The main concern is the colder weather and upcoming holidays. An increase in indoor gatherings may result in an increase in positive cases and ultimately more hospitalizations. 10
  - ٠ PSAPs are encouraged to reach out for any assistance dealing with an outbreak or the plans to prevent/handle outbreaks. Reminding that PSAPs not only staff essential personnel, but that they are also critical infrastructure.

#### VI. **E911 State Office Updates**

13	Adam Wasserman provided the E911 State Office update.
14	<ul> <li>NG911 Study</li> </ul>
15	» On target for completion and submittal to the legislature.
16	» Cathy Gooding-Jones provided the following timeline:
17	<ul> <li>Currently with the Structure &amp; Design Workgroup</li> </ul>
18	<ul> <li>Will then go to the QA/QC Workgroup; ensuring the study is clean and concise.</li> </ul>
19	<ul> <li>Expecting the study to be with OFM by mid-December.</li> </ul>
20	» Deb Flewelling reminded those counties that have not submitted their story, maybe one (1) week left
21	before they are ready to send it on.

**Motion Passed** 

22	٠	Crisis Intervention Team Training for 911 [Presenter: Katrina Rahier]
23		» Major revisions have been made to simplify access to training for the Trueblood Settlement.
24		[Attachment A]
25		• Training can be done during times of low call volume. Should overtime be required to
26		complete training, an invoice can still be submitted for reimbursement from the CJTC.
27		• The forms and process for submitting will be provided with the registration
28		instructions.
29	٠	Recent outage update [Presenter: Andy Leneweaver]
30		» ComTech has done the following:
31		<ul> <li>Provided an extensive list of corrective actions and improvements identified in relation to the</li> </ul>
32		most recent outage.
33		<ul> <li>Working hard to overcome all the affects from the outage.</li> </ul>
34		<ul> <li>Proactively contacted Lisa regarding the contract's financial remedies, as a result of the SLA</li> </ul>
35		violations.
36		» Now have full alarming and visibility of how call traffic flows.
37		» Working through and identifying the triggers and thresholds for when we need to engage.
38		» Working with the carriers on issues related to callback number retrieval timeliness and accurateness.
39		» Andy will provide the AC with a list of how the carriers have set-up their last routing options.
40		» Virtual meeting site has been created for immediate use when experiencing an outage.
41		» Various members expressed issues they have experienced with recent outages. Andy will follow-up
42		with each.
43	٠	Fiscal Report
44		» Awaiting the Governor's budget to see if we get everything we have asked for.
45		» Due to staff responding to CoVid, funding has been freed up and will be made available to the counties.
46		• An email will be sent to all Coordinators by November 23 <sup>rd</sup> with the details and process
47		procedures for requesting additional funding.

## **VII. SUBCOMMITTEE REPORTS**

2	Subcom	mittee Me	mhershi	o Changes
a.	Subcom			J Changes

Meeting maestro presented a list of the requested changes to Subcommittee Membership. [Attachment B]

- 49 Motion to approve to membership changes, as submitted
- 50Motion made by Richard KirtonSeconded by Ray MaycumberAll in Favor
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## . 911 Authorities Subcommittee

52 Per Brenda Cantu, nothing to report.

	c. 911 Operations Subcommittee / GIS			
53	Katy Meyers provided information on a new security standards document titled "The security requirements for			
54	connecting to Washington State's ESInet." [Attachment C]			
55	Motion to approve "The Security Requirement for connecting to Washington State's ESInet," as submitted			
56	Motion was made by Deb FlewellingSeconded by Tim McKernAll in Favor [save 2]			
57	Motion Passed			
58	Katy Myers presented the following information regarding GIS:			
59	<ul> <li>T-Mobile is now providing device-based location delivery to King County.</li> </ul>			
60	» Has shown to improve 911 call delivery; decreasing the number of PSAP transfers.			
61	» If interested, please contact Mike Hooker or Giana Greene at T-Mobile.			
62	<ul> <li>The GIS Sub-Subcommittee has created a "GIS Strategic Plan".</li> </ul>			
63	» Document to assist Coordinators with creating their GIS programs.			
64	<ul> <li>Katy presented the AC with the following question regarding geospatial routing.</li> </ul>			
65	» What is the mechanism to move forward from MSAG to geospatial routing, when is that going to be			
66	expected and what is the status for planning that cut over?			
67	» Andy will work this through the Operations Subcommittee.			

### d. Policy Subcommittee

#### 68 Per Richard Kirton, nothing to report.

### e. Training Subcommittee

69 Tracey Ollerman, nothing to report.

### g. Strategic Planning Subcommittee

70 Lisa Caldwell, nothing to report.

### n. Public Education Subcommittee

- 71 Roxanne Castleman reported that the Public Education Subcommittee has completed their required annual training. This
- vas completed by Jenny Weeks of West Pierce Fire.
- 73 The Public Education Subcommittee rolled out three (3) new products on November 3<sup>rd</sup> (available on SharePoint)
  - The Public Education Manual
  - Subcommittee Member Packet
  - Text-to-911 Campaign
- 77 Roxanne provided the following Subcommittee Membership Changes (effective January 1<sup>st</sup>):
- 78 Esther Duncan as Chair (Replacing Roxanne Castleman) and Marlo Erwick as Vice-Chair (Replacing Cameron Haubrich).
- Adding an additional role "Past-Chair" to ensure a smooth transition between new and past chairs; Roxanne Castleman
- 80 taking this role.
- 81 Motion to approve Subcommittee Membership changes, as submitted
- 82 Motion was made by Richard Kirton

Seconded by Karl Hatton

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## i. Bylaws [ad hoc] Subcommittee

- Tina Meier read through and explained the recent changes made to the Bylaws. [Attachment D]
- A "Special Meeting" in December to vote on the changes made to the Bylaws.
- <sup>86</sup> Discussions were had regarding the removal of the "At-Large Position" and a motion was made to add a non-911 position
- supporting the communities that are most affected by equity and social justice issues. [later identified to be a hinderance
- in approving the Bylaws in a timely fashion and agreed to be further discussed at the next meeting].

### **VIII. New Business**

89 Keith Flewelling presented the following changes to the AC Membership:

- The addition of Jerome Delvin, Benton County Commissioner; representing Washington State Association of
   Counties East.
  - The removal of Lisa Caldwell; representing the "At-Large" position
- 93 Motion to approve Advisory Committee Membership changes, as submitted

94	Motion was made by Richard Kirton	Seconded by Carlene Anders	All in Favor
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Motion Passed

96 Nicci Kowalski showed recent changes made to the Advisory Committee SharePoint site, with regards to membership

97 lists and their contact information.

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Attendees expressed interest in sitting-in on a SharePoint training with Nicci. She agreed to get something together and reach back out.

## XI. For the Good of the Order

100 Keith Flewelling provided the APCO/NENA Governmental Affairs report. ٠ A lot of activity going on with the Legislative Report; with the session starting in January. 101 Will be considering three (3) main topics during this [long] session. » 102 The budget and deficit 103 Social and Police reform 104 CoVid-19 105 Legislation recommended the combining CoVid with the Police reform; as to which was turned into » 106 107 one (1) bill. ٠ Keith discussed a hearing he attended; held by Lisa Ohrwall regarding the 988 National Suicide Prevention 108 hotline. 109 Must keep an eye on and ensure there are no attempts to divert funds from the 911 excise tax. » 110 111 Karl Hatton informed the group of a potential bill being pushed by WASPC. Directly names the 911 community. 112 » Would add a fourth "arm" to emergency response; mental health response. » 113 Will be keeping an eye on and have requested to be included in any further discussions on the matter. » 114 Richard Kirton provided an APCO informational update. 115 ٠ Use the following website for the upcoming awards and banquet hour: www.waapconena.org 116

- 117 Melissa Liebert provided a URISA Update.
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   12-minute YouTube video puppet show that breaks down some of the NG911 components (i.e. LoST, GIS, ESRP) non-technical, easy to understand format.
- 120 Karl Hatton informed the group that the City Council and City Mayor, for PenCom 911's jurisdiction, has elevated
- telecommunicators to "first responders"

## XIII. Next Quarterly In-Person Meeting

122 The next **"Special Meeting"** is scheduled for December 19<sup>th</sup> at 9am.

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Meeting adjourned at 10:55