

## Advisory Committee In-Person Quarterly Meeting

### I. Call to Order

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

### II. Roll Call

2 Roll call was taken through Microsoft Forms.

### III. Approval of Previous Meeting Minutes

3 ♦ Advisory Committee August 20, 2020 Quarterly Meeting minutes.

4 [Motion to approve minutes as submitted](#)

5 Motion was made by Carlene Anders

Seconded by Deb Flewelling

All in Favor

6 Motion Passed

### V. Old Business

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

8 ♦ 134,121 cases; 2,571 deaths; 631 hospitalizations, with 87 on ventilators

9 ♦ The main concern is the colder weather and upcoming holidays. An increase in indoor gatherings may result in  
10 an increase in positive cases and ultimately more hospitalizations.

11 ♦ PSAPs are encouraged to reach out for any assistance dealing with an outbreak or the plans to prevent/handle  
12 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 ♦ NG911 Study

15 » On target for completion and submittal to the legislature.

16 » Cathy Gooding-Jones provided the following timeline:

17 ■ Currently with the Structure & Design Workgroup

18 ■ Will then go to the QA/QC Workgroup; ensuring the study is clean and concise.

19 ■ Expecting the study to be with OFM by mid-December.

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.

- 22 ◆ 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 ◆ Recent outage update [Presenter: Andy Leneweaver]
  - 30 » ComTech has done the following:
    - 31 ■ Provided an extensive list of corrective actions and improvements identified in relation to the
    - 32 most recent outage.
    - 33 ■ Working hard to overcome all the affects from the outage.
    - 34 ■ Proactively contacted Lisa regarding the contract's financial remedies, as a result of the SLA
    - 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 ◆ 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

### a. Subcommittee Membership Changes

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

49 [Motion to approve to membership changes, as submitted](#)

50 Motion made by Richard Kirton

Seconded by Ray Maycumber

All in Favor

51

Motion Passed

### b. 911 Authorities Subcommittee

52 Per Brenda Cantu, nothing to report.



## i. Bylaws [ad hoc] Subcommittee

84 Tina Meier read through and explained the recent changes made to the Bylaws. [Attachment D]  
85 A “Special Meeting” in December to vote on the changes made to the Bylaws.  
86 Discussions were had regarding the removal of the “At-Large Position” and a motion was made to add a non-911 position  
87 supporting the communities that are most affected by equity and social justice issues. [later identified to be a hinderance  
88 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:  
90 ♦ The addition of - Jerome Delvin, Benton County Commissioner; representing Washington State Association of  
91 Counties East.  
92 ♦ 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

95 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.

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

## XI. For the Good of the Order

100 Keith Flewelling provided the APCO/NENA Governmental Affairs report.

- 101 ♦ A lot of activity going on with the Legislative Report; with the session starting in January.
  - 102 » Will be considering three (3) main topics during this [long] session.
    - 103 ▪ The budget and deficit
    - 104 ▪ Social and Police reform
    - 105 ▪ CoVid-19
  - 106 » Legislation recommended the combining CoVid with the Police reform; as to which was turned into  
107 one (1) bill.
- 108 ♦ Keith discussed a hearing he attended; held by Lisa Ohrwall regarding the 988 National Suicide Prevention  
109 hotline.
  - 110 » Must keep an eye on and ensure there are no attempts to divert funds from the 911 excise tax.
- 111 ♦ Karl Hatton informed the group of a potential bill being pushed by WASPC.
  - 112 » Directly names the 911 community.
  - 113 » Would add a fourth “arm” to emergency response; mental health response.
  - 114 » Will be keeping an eye on and have requested to be included in any further discussions on the matter.

115 Richard Kirton provided an APCO informational update.

- 116 ♦ Use the following website for the upcoming awards and banquet hour: [www.waapconena.org](http://www.waapconena.org)

117 Melissa Liebert provided a URISA Update.

118       ♦ 12-minute YouTube video puppet show that breaks down some of the NG911 components (i.e. LoST, GIS,  
119       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  
121 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.

123

*Meeting adjourned at 10:55*