
Advisory Committee In-Person Meeting

I. Call to Order

1 Richard Kirton called the meeting to order at 9:05am

II. Roll Call

2 Richard Kirton held a round-table introduction at the end of the meeting, to include all SECO staff, AC Members, and
3 present County Coordinators, Subcommittee Chairs, etc.

III. Approval of Previous Meeting Minutes

4 ♦ Meeting minutes of the April 17, 2022 Special Meeting of the 911 Advisory Committee.

5 Motion to approve minutes as submitted

6 Motion was made by JoAnn Boggs

Seconded by Sheryl Mullen

All in Favor

Motion Passed

IV. Old Business

8 Adam Wasserman Provided an update on Equipment Contracts.

[Attachment A]

V. 911 State Office Updates

9 Adam Wasserman provided the 911 State Office update.

[Attachment A]

10 Effective June 9th, per the RCW re-write bill, 988 State Coordinator (Megan Celedonia)
11 will be added to the 911 Advisory Committee.

VI. SUBCOMMITTEE REPORTS

a. Subcommittee Membership Changes

12 Advisory Committee was presented a list of the requested changes to Subcommittee Membership.

[Attachment B]

13 -With additions for the Policy SC.....Dave Fuller as the new Chair / Mike Worden as the new Vice-chair
14 / Wendy Hill as the new Primary for Large Counties West and Kathy Loy as the new Alternate.

15 Motion to approve to membership changes, as submitted

16 Motion made by Katy Myers

Seconded by Brenda Cantu

All in Favor

Motion Passed

19

b. Policy Subcommittee

20 Dave Fuller provided an update [Attachment A]

c. 911 Operations Subcommittee

21 Katy Meyers provided an update [Attachment A]

22 Motion to approve move forward with T-Mobile doing Location Based Routing on the ESInet.

23 Motion made by Katy Myers Seconded by Sheryl Mullen All in Favor
24 Motion Passed

25 Motion to approve the State contacting the Counties and scheduling of statewide ECRF

26 Motion made by Katy Myers Seconded by Brenda Cantu All in Favor
27 Motion Passed

d. Tiger Team [SB5555]

28 Katy Meyers provided an update. [Attachment A]

29 Katy Meyers discussed her Staff Report. [Attachment C]

30 Katy Meyers presented slides while discussing the above stated report. [Attachment D]

31 Motion to adopt the recommended guidelines related to the initial appointment of positions on the Certification Board as
32 identified.

33 Motion made by Katy Myers Seconded by JoAnn Boggs All in Favor
34 Motion Passed

e. 911 Authorities Subcommittee

35 Jason Fritz provided an update [Attachment A]

f. Training Subcommittee

36 Tracey Ollerman provided an update [Attachment A]

VII. New Business

37 1. DOH Required COVID Protocols.

38 DOH has confirmed that questions concerning CoVid are no longer required with every phone call, rather
39 just when suspected that said questions are needed.

VIII. For the Good of the Order

- 40 2. Karl Hatton provided the APCO/NENA Governmental Affairs report.
41 3. Richard Kirton provided an APCO informational update.

[Attachment A]

[Attachment A]

IX. Next Quarterly In-Person Meeting

- 42 Next Meeting will be a Special Meeting and will be held virtually on June 16th.

X. Adjournment

- 43 With no further items to discuss, Richard Kirton called the meeting adjourned.

Meeting adjourned at 10:00am

ATTACHMENT A

911 AC Meeting Talking Points

May 19, 2022

Old Business

- ✦ Equipment Contracts [Adam Wasserman]
 - ★ \$750k has been increased to \$1Million; attempting to get another \$300k-\$500k.
 - ★ Policy Subcommittee is reviewing the submitted applications
 - ★ Have questions, reach out to Teresa at Teresa.Lewis@mil.wa.gov or Policy Subcommittee Chair, Dave Fuller at Dave.Fuller@clark.wa.gov

SECO Update

- ✦ Getting close to state coverage of text-to-911; still aiming for 100% by summer, thank you for your continued focus.
- ✦ 988
 - ★ Megan Celedonia, 988 Coordinator, was introduced to the group; effective June 9th, Megan will also be seated on the 911 Advisory Committee
- ✦ Operations Communications Drill; run by CISA (Cyber Infrastructure Security Agency)
 - ★ Works directly with PSAPs
 - ★ Looking to put on a drill in early September, per our request.
- ✦ Contracts for the next Fiscal Year ('23) are due out shortly.



Subcommittee Reports

- ✦ Policy Subcommittee Report [Dave Fuller]:
 - ★ Reviewing applications for Equipment Contracts; with a focus on call handling equipment and moving down in priority from there.
 - ★ Subcommittee is meeting directly after this meeting, to discuss final scoring.

- ✦ 911 Operations Subcommittee Report [Katy Myers]:
 - ★ Subcommittee meets monthly on Thursdays; agenda, and virtual meeting link are on the [SharePoint Calendar](#).
 - ★ Emergency Call Routing Function (ECRF)
 - ☆ Part of NextGen-911 environment
 - ☆ Would like to begin getting counties scheduled with the state to implement ECRF
 - ☆ Will, eventually, lead to more precise delivery of a call to the accurate PSAP. Kittitas & Pierce both claiming to already see improvement after implementing.
 - ★ Carrier Provided Location Based Routing
 - ☆ Carriers are developing their own system of locating their devices more precisely; location information that carriers can send to the ESInet.
 - ☆ T-Mobile & AT&T are moving towards precise locating. The SC is currently comfortable working with T-Mobile, more hesitant with AT&T.
 - ☆ 80% of 911 calls are made wirelessly, making this information vital.
 - ★ Shapefile Sharing
 - ☆ Carriers will be asked to contact Comtech for PSAP Shapefiles, since this information is already provided to Comtech and seems more sensible rather than carriers contacting each PSAP
 - ★ Location Validation Function [LVF]
 - ☆ Going live in June.
 - ☆ Reporting Promo Workgroup, meeting weekly on Thursdays; define the appropriate 14 canned reports that will be available in relation to call delivery on the ESInet.

- ✦ Tiger Team Report [Katy Myers]
 - ★ Team has been meeting weekly on Tuesdays; see [SharePoint Calendar](#).
 - ★ Filling four (4) seats on the Certification Board: two (2) Directors and two (2) Telecommunicators; one (1) of each from the eastern side of the state and one (1) of each from the western side of the state.



- ★ Sent SURVEY to everyone, via email; if you have not completed, please do so.
- ★ Created three (3) workgroups:
 - ⊛ Recruitment & Selection Process Workgroup
 - ⊛ Data & Information Gathering Workgroup
 - ⊛ Observation Drafting Workgroup
- ⊛ 911 Authorities Report [Jason Fritz]
 - ★ Subcommittee is currently working on three (3) issues:
 - ⊛ Clean-up of our 911 WACs in relation to the RCW clean-up bill. And identifying any need for WACs to support the language that was added to the RCWs regarding the SECO's responsibility to support the Certification Board, associated with Senate Bill 5555. We anticipate having first batch of WACs ready for the July meeting
 - ⊛ Looking at potentially restrictive language in the RCWs that prohibits the SECO from having full functional control over the ESInet, for emergency service purposes. If so, will be adding RCW to allow for this.
 - ⊛ Funding in Next Generation 911; It's defined that sustainable funding is needed to support the 911 system, which includes a fully funded SICO. So authorities will be using the cost of 911 study, as well as statistics gathered from other states revenue plans for funding 911 to decide whether a recommendation for an excise tax increase is needed, or other revenue sources are possible to increase the funding needed to fill the shortfall and fully support the 911 system.
- ⊛ Training Subcommittee Report [Tracey Ollerman]
 - ★ Created Work group (from various counties) working on continuing education, topic training for emergency medical dispatch protocols. Also working on some generic EMS, 911 call topics, then working with Katrina at the state 911 training office to see if we can put those courses on the NUVOLA Academy training website so staff can utilize for continuing education.
 - ★ Meetings for 2022-2023; remaining at six (6) meetings, all to be virtual. Encouraging all Training Coordinators to attend the meetings, not just the appointed members.



For the Good of the Order

- ★ APCO/NENA Governmental Affairs [Karl Hatton]
 - ★ Currently between sessions.
 - ★ Senator Van De Wege, prime sponsor on SB5555 (effective in June) is making inquiries for the possibility for including Telecommunicators in PSERS Retirement, as opposed to just PERS, including retroactive PSERS involvement. Expect to have more information at the October Forum.
- ★ APCO Update [Richard Kirton]
 - ★ Washington APCO Conference is scheduled for October 2nd through October 7th. The AC In-person Meeting will be held at the Conference on the 7th starting at 9am, (with a virtual option). Registration will be opened shortly. Hotel information can be found on the APCO/NENA website and are accepting reservations. There will also be a Vendor Floor, and a registration portal for vendors.



Attachment B

Subcommittee Membership Changes

Training Subcommittee

Brandy Clift & Tina McMillian
-Alternates / Pierce County

Cassandra Deering
-Primary / Clark County

Chris Gass
-Alternate / Snohomish County

Authorities Subcommittee

Vanessa Anderson
-Primary / WSP

Ben Breier
-Alternate / King County

Public Education Subcommittee

Joshua Evald
-Primary / Cowlitz County

Briana Harvill
-Alternate / Cowlitz County

Kayla Knee
-Primary / Lewis County

Elizabeth Casteel
-Alternate / Lewis County

Brittany Chamberlain
-Alternate / Thurston County





ATTACHMENT C

911 Advisory Committee
State 911 Coordination Office
Building 20 / MS: TA-20
Camp Murray, WA 98430-5011
Business: 253.512.7012

911 ADVISORY COMMITTEE COMMITTEE REPORT 2022

DATE: MAY 19, 2022

SUBJECT: TRAINING CERTIFICATION BOARD APPOINTMENT GUIDELINES

FROM: KATY MYERS, TIGER TEAM CHAIR

Objective: Adopt guidelines for the 911 Advisory Committee (AC) initial appointment of Training Certification Board positions.

Background: On June 9th, 2022, SSB-5555 goes into effect. This bill establishes a 911 Training Certification Board that will create a certification and training program for public safety telecommunicators throughout the state. Four positions on the Board are appointed by the 911 AC – 2 Directors and 2 Telecommunicators, both with one from the west side and one from the east side.

The 911 AC created the ad-hoc Tiger Team to prepare for the enactment of SSB-5555 by developing a process for the AC Appointments, gathering information, and developing recommendations for the Board. The 911 AC voted to have the Tiger Team run the selection process for the AC appointments and bring their recommendations to the AC for formal adoption.

Current Situation:

The Tiger Team has published an announcement for the open positions and is accepting applications. The team has received several questions related to the eligibility and appointment process. To provide information to the possible applicants and ensure all interested individuals apply, the team needs a few initial guidelines adopted by the AC. Below are the questions behind the guideline request:

- If a board member retires, would they be required to resign from the Board?
- How long of a commitment is it to be part of the Board?
- I work at a secondary PSAP. Am I eligible to apply?

These guidelines are related to the initial round of appointments. They can be amended as desired by the AC for future appointments.

Action Requested:

Adopt the recommended guidelines related to the initial appointment of positions on the Certification Board.

- Initial board appointments will be a three-year commitment for TC and Director's.
- If an appointee moves into a role that isn't eligible for their board position, either by promotion, retirement, or attrition, their appointment will end. Example: moving from east to west side, or moving from Dispatch Supervisor to QA Specialist.
- Director's appointments may be from Primary or Secondary PSAPs.
- Telecommunicators must be from Primary PSAP.



Appointment Guidelines

To answer questions from interested applicants we recommend the AC adopt the following guidelines:

- Initial board appointments will be a three-year commitment for TC and Director's.
- If an appointee moves into a role that isn't eligible for their board position, either by promotion, retirement, or attrition, their appointment will end. Example: moving from east to west side, or moving from Dispatch Supervisor to QA Specialist.
- Director's appointments may be from Primary or Secondary PSAPs.
- Telecommunicators must be from Primary PSAP.



SSB-5555 Language

- "Public safety answering point" includes primary public safety answering points that receive 911 calls directly from the public and secondary public safety answering points that receive 911 calls only on a transfer or relay basis from the primary public safety answering point.
- "Public safety telecommunicator" means a first responder working in a primary public safety answering point, regardless of title, who has successfully completed the training, certification, or recertification standards established in the state of Washington. This includes an employee of the state, a local public agency, or an independent governmental agency whose primary responsibility is to receive, process, transmit, or dispatch 911 emergency and nonemergency calls for law enforcement, fire, emergency medical, and other public safety services by telephone, radio, or other communication devices and includes an individual who promoted from this position and supervises individuals who perform these functions.



SSB-5555 Language

- Two public safety answering point directors or 911 coordinators, one from the eastside and one from the westside of the Cascade mountains appointed by the 911 advisory committee;
- Two public safety telecommunicators from a public safety answering point, one from the eastside and one from the westside of the Cascade mountains appointed by the 911 advisory committee.

