

# Certification Board

## Meeting Minutes of the 911 Certification Board Bi-Monthly Meeting November 10, 2022

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### I. Opening Statements

- a) With confirmation of quorum, Katrina Rahier called the meeting to order at 1307.

### II. Approval of Minutes

- a) Motion was made to approve the minutes of the October 27<sup>th</sup>, 2022 meeting.

Motioned by: Jodi Gaylord  
All in Favor

Seconded by: Bob Gear  
Motion Passed

### III. Old Business

- a) Motion to approve and adopt the Bylaws as modified and presented to the group.

Motioned by: Richard Kirton  
All in Favor


Seconded by: Tom Handy  
Motion Passed

### IV. Committee Reports

- a) There are currently no committees to provide a report.

### V. New Business

- a) Interim Chair & Vice-Chair positions
  - i) The group agreed to rotate the Chair Position; allowing time for everyone that is interested to act as the Interim Chair prior to any voting. Each Interim Chair will work with the State Office on the Agenda for their respective meetings.
  - ii) Richard Kirton will be the Interim Chair at the next scheduled meeting [December 8]

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- 24 b) Information requested from the group:
- 25 i) Identified a limited number of members have experience with the 911 Advisory Committee;  
26 will be inviting Chairs/Vice-Chairs of Subcommittees and the State Training Team to discuss  
27 work already done, work to be done, etc. for each Members' situational awareness.
- 28 (1) Identified the need to go over WACs vs. Policy Writing, National Training Standards, and  
29 identifying all resources available to the group.
- 30 (2) The next meeting [Dec. 8] will begin with a quick overview of "911 in Washington State"  
31 – covering topic such as: What ESInet is, how many PSAPs, Primary vs Secondary  
32 PSAPs, etc. Will also provide an overview of what Public Hearing Requirements are,  
33 what the notice requirements are, and what the required Public Comment Period is prior  
34 to adopting any WACs or Policies.

## 35 VI. Public Comment

- 36 a) There being no public attendees, no comments were made.

## 37 VII. Adjournment

- 38 a) Adam Wasserman adjourned the meeting at 1405
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