

Certification Board

Meeting Minutes of the 911 Certification Board Bi-Monthly Meeting November 9, 2023

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5 I. Opening of Meeting

6 a) With confirmation of quorum, Richard Kirton called the meeting to order at 1:17pm.

7 II. Approval of Minutes

8 a) Motion to accept the September 28th meeting minutes.

9 **Motioned by: Karl Hatton**
10 **All in Favor**

Motioned & Seconded
Motion Passed

11 III. Requested Reports & Recommendations

12 a) The Training Subcommittee Survey Results: [\[See Attachment A\]](#)

13 i) The results were presented by Katy Gilbert, State Office.

14 (1) Stay with 24 hours of required continuing education (CE) or consider alternate number of
15 hours?

16 (a) 80% for "Stay"

17 (b) 20% for "consider alternative" with no consensus on alternate number.

18 Motion to accept the recommendation to require 24 hours of CE annually.

19 **Motioned by: Erin Gauthier**
20 **All in Favor**

Motioned & Seconded
Motion Passed

21 (2) There was a miscommunication related to required CE topics; survey asked "who should
22 decide on required topics?" actual question was "should there be required topics for
23 CE?"

24 (a) Katy Gilbert will bring the correct question (Should specific topics be required for
25 annual/recurring CE hours? If so, what topics should be required?) to the Training
26 Subcommittee.

27 (3) Training Topics recommendations and comments, from survey results and email
28 responses, were shared with and discussed by the Board. [\[See Attachments A & B\]](#)

29 (a) Discussions were tabled until the next meeting; allowing Board Members time to
30 process survey results and all comments/questions presented.

31 b) WAC Development:

32 i) Report in progress, nothing to present.

33 c) State Equivalency Report:

34 i) Update was provided by Aimee Fournier-Plante.

35 (1) Still gathering data from other states; essentially looking at excepting certification from
36 states with similar requirements to Washington's. More to come.

37 d) Community College Report:

38 i) Report was presented by Karl Hatton. [\[See Attachment C\]](#)

39 **IV. New Business**

40 a) Board discussed upcoming scheduled meetings; acknowledged no meetings will be held
41 November 23rd or December 28th due to holidays.

42 **V. Public Comment**

43 a) No comments.

44 **VI. Adjournment**

45 a) With no further business to discuss, Richard Kirton adjourned the meeting at 2:55pm.