


MEETING MINUTES

911 Safety Telecommunicators' Certification Board Meeting

 Location: Virtual

 Date: 09/12/24

 Time: 1:15PM

I. CALL TO ORDER 1316

- a) Meeting called to order by Katy Myers after confirmation of a quorum.
- b) Previous meeting minutes (8.22.24) approved.
 - i. Motion made by Tom Handy.
 - ii. Seconded by Erin Gauthier.

II. OLD BUSINESS 1317

Fast-Track Work Group

- a) No update since last meeting.

Handbook Items for Review & Approval

- a) Katy Myers informed the group of changes made to previously approved Section 2.1, to which the group collaborated on said changes.
- b) The group reviewed Section 2.3-2.5 and planned to adopt the sections at the next meeting.
- c) The group reviewed offline edits to Section 4.1.1, which covers Leaving and Returning to Service.
- d) Katy Myers presented an edited Section 4.3, which covers Recertification Requirements.
 - i. A question was posed as to how to alert PSTs of new recertification requirement changes, which was noted and will be worked on in future meetings.

III. NEW BUSINESS 1455

Handbook Items for Discussion & Input

- i. Nothing to report. Chapter 1&5 will be covered in future meetings.

Certification Board Pin 1456

- a) Michelle Kohlmann presented the second draft of the Certification Board pin, which will be presented to newly certified PST's.
 - a. The group provided input (design and quantity changes), which Michelle will relay to the designer and will present the new changes at the next meeting.

IV. PUBLIC COMMENT 1459

- a) Nothing to Report.

V. GOOD OF THE ORDER 1500

- i. Nothing to Report.

VI. ADJOURNMENT 1500

a) Next meeting will be September 26, 2024, at 1315

ATTENDANCE

- Katy Myers
 - Jason Fritz
 - Aimee Fournier-Plante
 - Jodi Gaylord
 - Erica McNamara
 - Lacie Foster
 - Michelle Kohlmann
 - Katy Gilbert
 - Suzie Biscarret
 - Mike Worden
 - Chris Law
 - Lucinda Black
 - Justin Rasmussen
 - Juan Diaz
 - Erin Gauthier
 - Sarah Saunders
 - Tom Handy
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