

# MEETING MINUTES

## 911 Safety Telecommunicators' Certification Board Meeting

 Location: Virtual

 Date: 09/26/24

 Time: 1:15PM

### I. CALL TO ORDER 1316

- a) Meeting called to order by Aimee Fournier-Plante after confirmation of a quorum.
- b) Previous meeting minutes (9.12.24) approved.
  - i. Motion made by Tim McKern.
  - ii. Seconded by Tom Handy.

### II. OLD BUSINESS 1328

#### ***Fast-Track Work Group***

- a) Jodi Gaylord updated the group that her and Katrina Rahier will be meeting with Katy Myers to discuss next steps.
- b) Katrina highlighted a recent survey sent out to all county training coordinators regarding their accredited training programs that they may utilize as part of their individual training programs
  - i. A spreadsheet will be created using the data and what it would look like for the Fast-Track

#### ***Handbook Items for Review & Approval***

- a) The group reviewed Section 2.2-2.3 and planned to adopt the sections at the next meeting.
- b) The group reviewed Section 4.1.1, which covers Leaving and Returning to Service.
  - i. The following questions were posed for the next meeting:
    1. You leave your agency and have an indeterminate time left on your certification – do you get 6 months to catch up?
    2. You leave your agency, and your certification has expires within 6 months – do you get 6 months to catch up?
- c) The board decided to revisit Section 4.3, which covers Recertification Requirements, at the next meeting
  - 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.

#### ***Certification Board Pin***

- a) Michelle Kohlmann presented the third draft of the Certification Board pin, which will be presented to newly certified PST's.
  - i. 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.

### III. NEW BUSINESS 1446

#### ***Handbook Items for Discussion & Input***

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

#### ***Updated Member List and Vacancies***

- a) The group viewed a current member list with new appointments

- b) Terry Peterson introduced himself to the group. He will be serving as the Alternate for PSAP Director – West.
- c) Tim McKern explained to the group that Washington Fire Chief’s is currently looking for a candidate to fill the alternate position.

**2025 Meeting Dates**

- a) The group reviewed a calendar of the 2025 Cert Board meetings and agreed to keep the current agenda in the new year.

**IV. PUBLIC COMMENT 1449**

- a) Nothing to Report.

**V. GOOD OF THE ORDER 1450**

- a) Katrina Rahier complemented the board and the progress that they have made so far.
- b) Juan Diaz is currently putting together a continuing education course in his county, and asked the group if a candidate can repeat an education course within the 3 yer structure to qualify towards their 24-hour continuing education requirement.
  - i. The board debated and decided to revisit the topic at a future meeting, as they do not have an exact answer.

**VI. ADJOURNMENT 1454**

- a) Next meeting will be October 10, 2024, at 1315

**ATTENDANCE**

- |                         |                  |
|-------------------------|------------------|
| - Aimee Fournier-Plante | - Chris Law      |
| - Jodi Gaylord          | - Margaret Kuen  |
| - Renee Vanbuskirk      | - Terry Peterson |
| - Kevin Lovell          | - Jami Hoppen    |
| - Lacie Foster          | - Tim McKern     |
| - Hilton Almond         | - Juan Diaz      |
| - Michelle Kohlmann     | - Erin Gauthier  |
| - Katy Gilbert          | - Sarah Saunders |
| - Suzie Biscarret       | - Tom Handy      |
| - Katrina Rahier        |                  |

*Minutes prepared by Michelle Kohlmann*