

Strategic Planning Subcommittee Meeting
 May 20, 2015
 Camp Murray, WA

Constituency	Primary		Alternate	
Chair	Laura Caster	X		
King County	Marlys Davis	X		
Large Counties East	Lorlee Mizell (Vice-Chair)	X		
Med Counties East	Jackie Jones	X		
Rural Counties East 1	Angie Fode	X		
Rural Counties East 2	Mike Worden			
Large Counties West	Katy Myers	X	Richard Kirton	
Med Counties West	Craig Larsen			
Rural Counties West 1	Karl Hatton	X		
Rural Counties West 2	Steve Romberg		Stephanie Fritts	X
Advisory Committee	Rosalie (Rose) Parr	X		
State Office	Ziggy Dahl			
	Bill Peters			
	Andy Leneweaver	X		
	Kenn Moisey			
	Dan Miller	X		
	Teresa Lewis			
	Sharon Lotonuu			
	Kim Mask	X		
Guests in Attendance, Representing				
Karin Hall, Ferry County				
Jim Fosse, Chelan County (RiverCom)				

Welcome and Introductions

Laura Caster opened the meeting with by welcoming everyone and introductions were done.

Review and Approval of March 18, 2015 Meeting Minutes

Stephanie Fritts made the motion and Jackie Jones seconded to approve as written. The vote was unanimous to approve the minutes as written and they were finalized.

Continue Review Draft Strategic Positioning Document Initiatives FY2015-FY2017

The subcommittee continued the review of Initiatives not completed at the March meeting, starting with Strategic Positioning Project.

- Strategic Positioning Project
 - Renamed to “Strategic Planning Project”. Once complete with review, this initiative will move to last bullet after publishing. The date for sub-initiatives to be completed by other subcommittees was changed to Nov. 2015 and then ongoing
 - Updated second bullet to add the subcommittee chairs will review the items in their action plans during regular status updates to the Advisory Committee. . They will begin doing this by November 2015 and then it will be ongoing.

- Training
 - Added “Recommend and maintain strategic training plan that aligns with AC’s Strategic Plan, and
 - Promote and support training statewide at all levels within the 911 profession and the use of OneDrive where appropriate.
 - Would like Training Subcommittee to take lead on this as the subject matter experts.
 - Removed references to CJTC specifically to open it up to all training opportunities within the 911 community.

- Partnering / Leveraging
 - Partnering with WA Chapter APCO-NENA and the State Office; changed the date to Ongoing

- Information
 - Promote information sharing with the 911 community; Ongoing
 - **New Action:** Engage with service providers to identify and obtain actionable information to fulfill State, County, and WSP E911 Coordinator responsibilities
 - Responsible: State, County, and WSP E911 Coordinators
 - Completion Date: Ongoing
 - **New Action:** Engage with State Enhanced 911 Coordinating Office to identify and obtain actionable information to fulfill County and WSP E911 Coordinator responsibilities
 - Responsible: State, County, and WSP E911 Coordinators
 - Completion Date: Ongoing

Reviewed all the comments to ensure there was not something that needed to be added in the initiatives.

Next Steps

Draft will be distributed to subcommittee to review of all initiatives, sub-initiatives, responsible parties and completion dates.

Proposed edits will be exchanged by email within the subcommittee.

If, by the end of June, there’s consensus that the draft is ready, it will be submitted to the AC chair then in time for the July meeting.

Other Business

- Mission Statement – Removed Purpose Statement and only used the Strategic Planning Mission Statement. The subcommittee will do an annual review of mission statement to ensure statement is still fulfilling the purpose.

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- Laura will not be available for the July meeting. She thanked Lorlee in advance for chairing the July meeting and presenting the draft to the AC, if needed.

Next Meeting Date/Time

The next meeting is scheduled for July 14, 2015, 1:00-4:00 p.m., at Camp Murray.

