

BETST MINUTES



MEETING OF
March 20, 2018

MINUTES
Board of Emergency Telecommunications
Standards & Training
Ridgeland, MS

March 20, 2018

Call to Order, Roll Call, Establish Quorum, Introduction of Guests and Introductory Remarks:

Vice-Chairman Hokamp called the meeting to order at 10:00 a.m.

Vice-Chairman Hokamp called the roll and declared a quorum present to hold the meeting.

Members Present:

Mr. Mike Adcox, MLEOTA

Mr. Reggie Bell, State Fire Academy

Mr. Jim Hennessey, MS Chapter NENA

Mrs. Sheri Hokamp, MS Chapter of APCO

Sheriff Billy McGee, Mississippi Sheriff's Association

Mrs. Marti Morgan, Mississippi Law Enforcement Officer's Association

Chief Terry Tucker, Mississippi Fire Chief's Association

Members Not Present:

Mr. Stan Alford, MEMS

Mr. Daniel Farrish, MS State Board of Health

Mr. Ken Gunter, MJIC

Mr. Marvin Ratliff, Claiborne Co.

MACP - Vacant

Hon. Jimmy Dale, Attorney General's Legal Counsel

Standards and Training Staff:

Mrs. Dianne Berry, Operations Management Analyst, Principal

Mr. Robert D. Davis, Director, Office of Standards and Training

Ms. Geneva Hill, Administrative Assistant

Guests:

Ms. Jonnine Fisher, Harrison County S.O.

Director Kristen Campanella, Oktibbeha County EMA/E911

Ms. Kay Smith

Mr. Stephen Caygle, APCO-MS

Ms. Tanya Mayo, APCO-MS

Ms. Alta Richardson, Dispatching & Training Solutions, LLC; Rankin Co. S.O.

Mr. Rick Seavey, PSAC

The Chair recognized and welcomed the guests.

Presentation and Approval of Minutes:

The Chair asked for the review of the minutes from the May 9, 2017 meeting and entertained a motion. Mr. Adcox made a motion to approve the minutes and a second was received from Mr. Bell, the minutes were approved without opposition.

OLD BUSINESS

Discuss Results of Reviewing DSS Corporation's Online Courses:

The Board continued the discussion of DSS Corporation's Online program. Mrs. Hokamp stated that she was concerned that there is no interaction with an instructor and the student could go back as often as needed and retake the test that had to be passed before moving to the next block of instruction. Mrs. Berry stated you could take the tests and not even view the videos. She stated that it took her about 2 hours to complete an 8 hour course and about 4 hours to complete a 16 hour course. Other concerns expressed were related to the final test, noting that the test should be taken in a controlled environment.

The Chair entertained a motion. Mrs. Morgan made a motion to table action on this online program until other programs are presented. Sheriff McGee seconded the motion and it passed without opposition.

Presentation for Approval of Pilot Program on Human Trafficking Training - Alta Richardson and Melissa Trcka:

Ms. Richardson gave an overview of this proposed course which involves interaction of the students. She stated that there is not a course similar to this that could be found. She stated that she and Melissa worked with Mr. Adcox and MLEOTA Instructor Ron Crew to develop this course. Mr. Adcox stated that he was very happy with the final product after months of development. He said that Instructor Crew was an expert in the field of Human Trafficking and he was pleased with the course. This course is designed for 8 hours of instruction.

The Chair entertained a motion. Mr. Hennessey made a motion to approve this course to be taught as a pilot program and then be brought back to the Board. Sheriff McGee seconded the motion and it passed without opposition.

Request for Approval of Pilot Program on Updated Fire Communications Course - Trebia Rodgers:

Ms. Rodgers presented this proposed course at a previous board meeting. The Board felt that there were some changes to the course that needed to be made and made suggestions, as well as the Board requested that she submit a lesson plan. The changes were made and reviewed and the lesson plan was submitted.

The Chair entertained a motion. Mrs. Morgan made a motion to approve this course

to be taught as a pilot program and then be brought back to the Board. Mr. Bell seconded the motion and it passed without opposition.

Final Approval of 8 Hour Stress Management Course from Alta Richardson:

This course was taught as a pilot course and was monitored by Mrs. Berry. Ms. Richardson stated that this course requires interaction of the students. The course has a section related to diet and exercise. Mrs. Berry was pleased with all aspects of this course and did make a few suggestions to Ms. Richardson. Other members commented on the importance of stress management.

The Chair entertained a motion. Mrs. Morgan made a motion to adopt this course as an elective. Mr. Adcox seconded the motion and it passed without opposition.

Discuss NECI Course Updates:

NECI sent a new version of their EMD manual for review. Mr Hennessey agreed to the review and compare the new and old manual. He will report his findings back to the Board.

NEW BUSINESS

Presentation of New Courses - Request for Approval of Pilot Program - Alta Richardson - Hearing/Speech Awareness Training for 911 Personnel, 8 hour course; Customer Service - Jackson Co. Emergency Communications District - Presented by NENA - 8 hour course (free training); Power Phone - 6 classroom courses - 8 hours; APCO-MS Conference - 20 hours - Hattiesburg; National APCO Conference - Las Vegas; MS 911 Coordinators Conference - Tunica (planning stages):

Mrs. Alta Richardson made a presentation to the Board on an 8 hour Hearing/Speech Awareness Training for 911 Personnel course that she developed to be taught as an approved elective. This course deals with the Americans with Disabilities Act. Slides, videos and scenarios are included in this course.

After the presentation, the Chair entertained a motion. Mrs. Morgan made a motion to approve this course as a pilot program, it received a second from Sheriff McGee. The motion carried without opposition.

Jackson Co. Emergency Communications is requesting approval for NENA to teach an 8 hour course on Customer Service.

Mr. Hennessey made a motion to approve, with a second from Mrs. Morgan. The motions passed without opposition.

Power Phone, a national vendor, is requesting the approval of 6 classroom courses. These courses are 8 hours of instruction each. The courses are Hostage Negotiations, Homeland Security for Telecommunicators , Disasters and the Dispatcher, Domestic Violence Intervention, Active Shooting Response, and The End of the Line: Your Role in Suicide Intervention.

Mrs. Morgan made a motion to table until the next meeting so the courses can be reviewed. Sheriff McGee seconded the motion and it passed without opposition.

Mrs. Hokamp requested the approval of the APCO Conference to be held in Hattiesburg from May 14th through May 16th. Twenty hours of training will be provided.

The Chair entertained a motion. Sheriff McGee made a motion to approve and Mr. Adcox seconded the motion, it passed without opposition.

Mrs. Hokamp invited the members to attend the conference and interact with the telecommunicators and also invited the Board to hold a meeting during the conference. The Board agreed to hold the next meeting on Tuesday, May 15th at the conference.

There have been requests from telecommunicators to attend the National APCO Conference in Las Vegas.

The Chair entertained a motion. Sheriff McGee made a motion not to approve reimbursement for this conference, it was seconded by Chief Tucker, the motion passed without opposition.

The MS 911 Coordinators are in the planning stage of holding a conference later on this year.

Instructor Evaluations; Length of Class Day; Course Delivery:

The Board with comments from guests discussed instructor evaluation, the length of classes and course delivery.

Mr. Bell made a motion that course hours should be evenly distributed up to 10 hours per day. For example, a 16 hour class should be 2 - 8 hour days, the forty hour class should be either 5 - 8 hour days or 4 - 10 hour days. Mrs. Morgan seconded the motion and it passed without opposition.

Mr. Hennessey made a motion to return all course evaluations to the instructors, but remove identifying mark. Mr. Adcox seconded the motion and it passed without opposition.

Request to Remove Bankruptcy Question from Applications:

The staff asked the Board to consider removing the question concerning filing bankruptcy on the application for certification. After discussion, Mr. Bell made a motion to remove this question from the application. Chief Tucker seconded the motion and it passed without opposition.

Mrs. Morgan asked for a legal opinion from the Board Council concerning question 9, "have you ever been addicted to or hospitalized for the use of alcohol or drugs". This question will be placed on the agenda for the next meeting.

Director's Report:

The Director advised the Board that the funding budgeted for the reimbursement of training expenses is looking good for this fiscal year. We want to encourage all agencies that will request reimbursements to get their claims to us as early as possible. We want to encourage those attending the APCO Conference to make their reimbursement request soon after the conference is over so the payments for training can come from this current budget, which ends on June 30th, instead of waiting until the next fiscal year.

At the present time, Mrs. Dianne Berry is the only employee assigned to work in telecommunications. Mrs. Risa Turpin resigned and Ms. Janniece James filled that vacancy, but after 7 months, Ms. James resigned. We are in the process of filling that vacancy.

Schedule of Next Meeting Date, Time and Location:

May 15, 2018 10:00 a.m. during the APCO Conference in Hattiesburg.

Adjournment:

Sheriff McGee made a motion to adjourn. Mr. Hennessey seconded the motion and it passed without opposition. The meeting was completed at 12:10 p.m.

Respectfully submitted,



Director, Office of Standards and Training