



**North Carolina 911 Board
Education Committee Meeting
DRAFT- Minutes**

Thursday, August 20 @ 10-11:30am

Virtual – Meeting was conducted using simultaneous communication.

Meeting Attendees:

Committee Members	Phone	In Person	Not in Attendance	Guests	Phone	In Person
Jeryl Anderson	X			Cassandra Reid	X	
Chuck Greene	X			Rodney Cates	X	
Grayson Gusa			X			
J.D. Hartman	X					
Heather Joyner			X			
Hope Downs	X					
Brian Short			X			
Jimmy Stewart	X					
Donna Wright	X					
Staff	Phone	In Person	Not in Attendance			
Richard Bradford			X			
Ronnie Cashwell	X					
Stephanie Conner	X					
Kristen Falco	X					
Tina Gardner	X					
Pokey Harris	X					
Gerry Means	X					
Stanley Meeks	X					
David Newberry	X					
Marsha Tapler	X					
Angie Turbeville	X					

Agenda

1. Chair Opening Remarks – Chuck Greene kicked off the meeting welcoming the group.
2. Roll Call – Chuck asked Angie Turbeville to conduct the roll call.
3. Executive Director Opening Remarks - Pokey welcomed committee members and guests stating this was day 168 of the COVID-19 response; staff continues to check on the PSAPS weekly. Staff response will continue. Pokey gave brief update of staff’s response to Hurricane Isaias. She invited everyone to join the Board Meeting next Friday to include a virtual bon voyage party for Ronnie who will be retiring at the end of the month.
4. Approval of June Minutes – Chuck Greene asked committee members if they had reviewed the minutes and if anyone had any suggested edits or needed changes, if not he asked for a motion to approve the minutes. Donna

Wright made the motion and Hope Downs seconded the motion. A roll call vote was taken by those attending committee members. Minutes were approved with no discussion.

Committee Members	Yes	No
Jeryl Anderson	X	
Chuck Greene	X	
J.D. Hartman	X	
Hope Downs	X	
Jimmy Stewart	X	
Donna Wright	X	

5. Training Eligibility Requests –

- a. Rockingham County: Emergency Medical Dispatch Continuing Education – Josh Holleman
Donna Wright made the motion to approve; seconded by Hope Downs

Committee Members	Yes	No
Jeryl Anderson	X	
Chuck Greene	X	
J.D. Hartman	X	
Hope Downs	X	
Jimmy Stewart	X	
Donna Wright	X	

- b. Carteret County: Emergency Fire Dispatch Continuing Education – Bret Renfrow
Donna Wright made the motion to approve; seconded by J.D. Hartman.

Committee Members	Yes	No
Jeryl Anderson	X	
Chuck Greene	X	
J.D. Hartman	X	
Hope Downs	X	
Jimmy Stewart	X	
Donna Wright	X	

- c. Burke County: Fundamentals of Supervision – UNC School of Government Jimmy Stewart made the motion to approve; seconded by Donna Wright.

Committee Members	Yes	No
Jeryl Anderson	X	
Chuck Greene	X	

J.D. Hartman	X	
Hope Downs	X	
Jimmy Stewart	X	
Donna Wright	X	

6. Informational Aid – Chuck Greene presented to committee the final draft for approval and discussion. He was extremely pleased with the final design. Chuck asked the group for their input on distributing this out to stakeholders. Jeryl Anderson suggested that the handout be provided to the presidents of NC NENA and NC APCO to push out to their memberships. It was also recommended that the Board Members distribute to their respective associations and constituents. The Informational aid would also be sent out on the PSAP Manager list serve. Chuck asked if there was anymore discussion and then asked for a motion to approve the Information Aid; JD Hartman made the motion; seconded by Jeryl Anderson.

Committee Members	Yes	No
Jeryl Anderson	X	
Chuck Greene	X	
J.D. Hartman	X	
Hope Downs	X	
Jimmy Stewart	X	
Donna Wright	X	

Chuck asked for recommendations for future informational aids. Jimmie Stewart suggested a document on standards, committees, eligible costs, and appeal process. Donna Wright suggested COOP/Backup Center planning and ESInet FAQ. It was decided that the next informational aid would be the ESInet FAQs.

7. Website – Angie Turbeville provided an update to committee members. There was a brief discussion on what items are truly needed on the website. A suggestion was made to list grant awardees. The website survey will be going out to stakeholders in the next week.
8. Telecommunicator Exchange Program – Chuck Greene asked Angie Turbeville to provide information to committee on the concept of a Telecommunicator Exchange Program. This idea was brought to the attention of staff during a “hot wash” of Hurricane Isaias. The objective is to allow telecommunicators to visit, train, become oriented with their partner PSAP who had been identified as their backup center/alternative route for 911 calls in the event the telecommunicator had to work out of their partner PSAP’s center. There was much discussion from all committee members.

Adjourn – Chuck asked if there was any new business; hearing none, the meeting was adjourned.

Meeting adjourned: 11:08am.

Next Committee Meeting: Thursday, September 17 @ 10am