

**PSCASN Minutes**  
**Detroit, MI**  
**July 19, 2003**

**Board Members:**

Debbie Gailbreath, President

Cheri (Scheafer) Pickard, Vice-President - In Attendance

Mary Sue Robey, Treasurer

Catherine Hartley, Secretary – In Attendance

**CALEA Liaisons:**

Karen Shepard, Program Manager – In Attendance

Bob Greenlaw, Commissioner - In Attendance

.....

**Introduction**

- \* The meeting was called to order at 3:30pm. (Delay due to SRIC meeting running late)
- \* Introductions of board members, CALEA liaisons and attendees were made.

**Old Business**

- \* Minutes from the March 19, 2003 Orlando, FL meeting were distributed by Catherine Hartley for review. A motion was made and approved to adopt the Orlando minutes.
- \* The Treasurer's Report was read. A motion was made and approved to adopt the report.

**New Business**

- \* Cheri (Scheafer) Pickard read a message from President Debbie Gailbreath.
- \* Cheri presented Bob Greenlaw with a plaque on behalf of the PSCASN for his dedicated service as the former president and for his assistance in getting the PAC started.
- \* Discussion regarding potential training classes at CALEA conferences. Ms. Shepard advises to think one (1) year in advance in order to allow adequate time for scheduling.

\* Discussion to up-date By-Laws to allow outgoing officers to receive a plaque for recognition of their service to PSCASN.

\* Cheri Pickard announced that she is stepping down from the position of Vice-President.

\* Discussions regarding the PSCASC website:

1) Q- Is there a need for a “members only” section?

A- All information should be shared with all users.

Q- Should PAC member list or contact information be for “members only”

A- No, all users should have access to this information.

2) Suggestion was made that the web page be used more frequently and encourage responses to the posted questions in the “forum”.

3) Suggestion was made to have Mark post policies from any agency that submits it in the library section of the web page so users may view and/or download sample policies.

4) Member e-mail and address rosters should be added to the web page.

5) Thanks to Mark for doing a great job on the site!

\* Good Mock = Good On-Site

Bob Greenlaw suggests that when you do a mock you use at least one (1) CALEA trained assessor to serve as the mock team-leader. Another good source of assessors is your local police PAC.

\* Suggestion was made to create a list of persons willing to serve as mock assessors and to have this list posted on the PSCASN web site.

\* CALEA Resource Room

Q- Will the PSCASN be allowed to continue hosting a booth in the CALEA Resource Room during conferences?

A- No, due to the increased participation and lack of space. Additionally, other PACs have asked for booth space and been turned down. So to be fair to all PACs we will no longer be allowed a booth.

\* SRIC Discussion

1) There are now a total of 65 active clients in the CALEA Public Safety Communications Program as of the Detroit Conference.

Accredited - 22

On-sites pending – 6

Contract signed – 17

Application packet sent – 20

- 2) If you have a specific concern or question about a Public Safety standard please e-mail it to Ms. Shepard at: [kshepard@calea.org](mailto:kshepard@calea.org)
- 3) A focus group consisting of Executive Director Daughtry along with Commissioners Miller, Viverette, and O'Dell will begin review of the Public Safety Communications Standards to determine if an update is necessary.

If you have a problem with a standard please list the standard along with the difficulties of meeting the standard and a suggestion on how to re-word or correct the standard. Forward this to Ms. Shepard

- 4) Standard 6.9.6 Proposed new standard on Incident Command for Public Safety Communications Agencies:

A proposed new standard regarding Incident Command for public safety communications agencies was presented for SRIC consideration. It was felt that the proposed standard needed additional revision and that the revised standard should be posted on the CALEA Forum for comments from the field. A final recommendation will be made in Colorado Springs in November 2003.

- 5) Proposed new standard for Missing Children (6.2.12) for Public Safety Communications agencies.

A proposed new standard regarding missing children for public safety communications agencies was presented to the SRIC for consideration. It was felt that the proposed standard needed revision and that the revised standard should be posted on the CALEA Forum for comments from the field. A final recommendation will be made in Colorado Springs in November 2003.

**Meeting Adjourned**