

**PSCASN Minutes**  
**Buffalo, NY**  
**July 28, 2004**

**Attendees:**

Kevin Joyce, North West Bergen Central Dispatch  
Beth Berton, Naperville (IL) Police Department PSAP  
T.K. Ivie, City of Arlington  
Corey Chelni, City of Rochester NY Emergency Communications Dept  
Chris Carpenter, City of Rochester NY Emergency Communications Dept  
Christian Marciniak, MICCOM  
Mark Winters, Erie County NY Central Police Services  
Roma Burchfield, Maryville PD & LEACT  
Joyce Estes, Knox County 911  
Albert McNALLY, MICCOM

**Executive Officers:**

Cheri Pickard, President -- In Attendance  
Vice President – Vacancy  
Catherine Hartley, Secretary – In Attendance  
Mary Sue Robey, Treasurer  
Debbie Gailbreth, Immediate Past President – In Attendance

**CALEA Liaisons:**

Karen Shepard, Program Manager – In Attendance  
Bob Greenlaw, Commissioner – In Attendance

Meeting called to order at 1515 by President Cheri Pickard

Cheri Introduced special guest: Vincent Stiles, APCO President

Mr. Stiles greeted the attendees and stated that APCO was looking forward to working with CALEA and has invited CALEA Director Sylvester Daughtry to the APCO National Meeting.

**OLD BUSINESS**

Minutes from the Colorado Springs, CO meeting were disseminated for review. A motion was made, seconded and passed to adopt them as presented.

Minutes from the Pasadena, CA meeting were disseminated for review. A motion was made, seconded and passed to adopt them as presented.

The Treasurer's report was disseminated for review. A motion was made, seconded and passed to adopt them as presented.

**NEW BUSINESS**

President Pickard announced that she had traveled to the FL APCO meeting to present Immediate Past-President Debbie Gailbreth with appreciation plaque for her service to PCASN in front of her peers.

Karen Shepard gave an update on the 3rd meeting of the CALEA Standards Focus Group meeting. The focus group continues to make progress in the review of the Law Enforcement standards. Thus far 117 of the 446 standards have been reviewed and determined not to be in need of modification.

Bob Greenlaw announced that 3 of the 4 Founding Agencies for APCO has CEOs that are associated with CALEA in some manner. This association is doing wonders for the cooperation between CALEA and APCO. APCO recognizes that "Professional agencies working together are ensuring professional accomplishments."

APCO will officially recognize all CALEA accredited agencies at their upcoming national meeting.

An APCO / CALEA task force has been formed to include Willis Carter and Roxanne Brown.

There is a CALEA Panel Discussion group scheduled for the APCO national meeting.

It was noted that at the Buffalo Conference that Introduction to Communications Training was scheduled at the same time as New Accreditation Manager Training seminar. Karen Shepard was made aware of this and will see what allowances can be made to prevent this from occurring at future conferences.

The APCO magazine is featuring a CALEA agency monthly.

CALEA has been featuring 911 agencies in their newsletter.

Karen Shepard announced that CALEA Public Safety Accreditation has grown from 3 agencies in 2000 and now has 66 agencies in the process. 31 accredited, 5 pending accreditation at the Buffalo Conference, 14 in self-assessment and 16 agencies have received an application package.

Debbie Gailbreath will be teaching a course at the Buffalo Conference on "How to be a effective Communications Training Officer." This class is a training course that has been adopted from FL APCO.

CALEA Associate Director Jim Brown is seeking communications related classes that can be presented at future CALEA conferences. As incentive for teaching a class CALEA will waive your conference registration fees. Keep in mind that conference agendas are planned 6-9 months in advance.

A question was presented to Karen Shepard re: Law Enforcement Chapter 81. If a Law Enforcement agency utilizes an accredited communications center does the Law Enforcement agency have to prove compliance with the standards contained in Chapter 81 – Communications? Karen's answer was that Law Enforcement agencies may place the letter congratulating the Communications function on their achievement of CALEA Public Safety Accredited status. Tours of the communications function will not be necessary nor will the Assessment Team need access to the communication CALEA files. Keeping in mind that if the communications function was not accredited during the entire re-accred. cycle that documentation will have to be provided for the years that the communications function was not accredited. (Example police agency re-accred. Covers 2003, 2004 and 2005. If communications center receives accredited status in 2004, the Chapter 81 files would have to include the directives and documentation for the year 2003. OR if police agency is beginning the accreditation process and the communications center it utilizes is already accredited, then the police agency can simply place the communications center's letter of congratulations in the first file of Chapter 81 and no directives, documentation or proofs of compliance will be necessary.)

Florida State Law Enforcement accreditation is also allowing agencies to exempt their Communication Accreditation standards if the communications function utilized by the agency has received CALEA Public Safety Communications accredited status.

Letters of Intent for person wishing to be considered for the PSCASN Vice President position were read. There were no nominations from the floor. A vote was taken and Linda Flaherty of 911 Communications Center Lincoln Nebraska was elected by a unanimous vote.

A suggestion was made to allow web-based voting for future elections.

PSCASN By-Laws were written and approved in 2002. It is time to review the By-Laws to update and make any necessary changes. Immediate Past-President Debbie Gailbreath will be chairing the By-Law Review Committee. Anyone wishing to be on this committee please contact Debbie.

Debbie Gailbreath will be serving as Training Coordinator and will assist in determining training needs and take suggestions for classes that can be presented at future CALEA/APCO meetings. Once training classes are developed, they will also be available for state chapter meeting upon request.

Reminder PSCASN web site is: [www.casn.net](http://www.casn.net). It was noted that Keith is doing an outstanding job on the web site. Resources materials will be available on-line soon.

CALEA has replaced the CSAP program. Agencies should have already received the conversion program for the CACE-C program. If you have not received the update contact Linda Phillips at CALEA 800-368-3757 ext. 27 or [lphillips@calea.org](mailto:lphillips@calea.org).