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**TNT Meeting Agenda, July 18, 2022**

**10:00 a.m./Virtual option:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\_YmJmOTUyNWMtOGMxOC00ZmQ3LWE3NTQtODRkMDZhNzNhMmE3%40thread.v2/0?context=%7b%22Tid%22%3a%229847529b-c421-48a4-8562-4945cbc5a24d%22%2c%22Oid%22%3a%2285a3deaa-f2d0-4560-b1c2-c05055c5e6ee%22%7d](https://urldefense.proofpoint.com/v2/url?u=https-3A__teams.microsoft.com_l_meetup-2Djoin_19-253ameeting-5FYmJmOTUyNWMtOGMxOC00ZmQ3LWE3NTQtODRkMDZhNzNhMmE3-2540thread.v2_0-3Fcontext-3D-257b-2522Tid-2522-253a-25229847529b-2Dc421-2D48a4-2D8562-2D4945cbc5a24d-2522-252c-2522Oid-2522-253a-252285a3deaa-2Df2d0-2D4560-2Db1c2-2Dc05055c5e6ee-2522-257d&d=DwQFAg&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpgnVfiiMM&r=V6lhU2MQTYJzGVNkyxcOlw&m=OCq5rqGRd6em3jLJ38zBf2pvVov3CG9JqTTRdpq3Pmk&s=QdeRaIZNzc6UT3TQj7xEaM0_pLH9w6xGE5mOowz6Za8&e=)

1. Call to order @ 10:04

Members present: Pamela Frisk, CAPCOG; Shantelle Oliver, Tarrant County 911 District; Jose Garcia, Cameron County 911 District; Kelle Hall, Highland Park DPS; Eliza Castillo, DETCOG; Becky Cooley, CTCOG; Ayanna Hingle, Highland Park DPS; Danna Hudson, Smith County; Pattie Hanon, ETCOG; Merle Luster, ATCOG; Konnie Schoenfeld, Austin PD; Carla Hebert, Sweetwater PD; Laura Richardson, AACOG; Christy Russell, Mesquite PD; Cindy Meyer, Mesquite PD; Tracy Pulley, Irving PD; Michelle Anderson, Potter County Sheriff’s Office; Robin Young, Amarillo Emergency Communications Center; Leticia Truex, Potter-Randall 911; Zelenia Alvarez, Bexar Metro 911; Bret Batchelor, NCT 911; Andrea Shepard, Montogomery County 911; and Kristi Fogleman, Montgomery County 911.

1. Approval of Minutes – Laura Richardson made a motion to approve the minutes, with the addition of adding the following information to item IX: Toxic Communications Centers: How one person can turn it around (29 votes); Customer Service (28 votes); Wellness in the Comm Center (22 votes); Leading and Dealing with Change/Change Management (22 votes); and Leadership in the Communications Center (22 votes). Carla seconded Laura’s motion. Motion passed unanimously.
2. Financial Report – only had expenditures and income – no balance available.
3. Trainer’s Corner – Tracy Pulley (tpulley@cityofirving.org)
   1. Provided a short course for curriculum development
      1. Ask 4 crucial questions before developing
         1. What are you teaching? If teaching TCOLE, cannot remove or modify learning objectives from those, but can add. Is there a baseline standard available for the course (such as APCO or NENA).
         2. Who are you teaching it to? Know your audience.
         3. Will you need special equipment?
         4. Where e will you be teaching? Know the size of your audience.
      2. TCOLE requires this be kept for the “file” for the class (must be kept on file for 5 years):
         1. Handwritten sign in sheet
         2. Official approved roster obtained electronically through TCLEDDS
         3. Learning Objectives
         4. Updated and completed instructor bio (make sure your bio matches as a subject matter expert for the course you are teaching)
         5. Lesson Plan
         6. Course Assessment instrument (test of some type)
         7. Course/Instructor Evaluation
      3. Tracy will gladly share any forms with members if needed.
4. Overview of TNT website – Joe Garcia
   1. Joe did an overview of the TNT website. Discussed the importance of having a log in and being able to use it for community and listserve discussions.
   2. Discuss listserve possibility
5. Cullen Grissom, TCOLE Deputy Chief, spoke to the group about things going on at TCOLE.
   1. New Education Center unit at TCOLE.
   2. General Counsel, John Beauchamp, has been appointed as Interim Director of TCOLE.
   3. TCOLE’s primary focus currently is “School safety”.
   4. Next legislative session begins in January 2023. TCOLE cannot lobby because they are a state agency, however they will provide information to any person wanting to lobby on specific items if it’s in the public forum.
   5. Explained the Sunset Commission process to the group. Were under sunset in 2019 and some good things came out of that. During that time, they had only one person working in that position.
   6. TCOLE has bought TCLEDDS and there will be no charge for it to agencies. Do not renew your subscription. If you have any problems, contact TCOLE, NOT the Productivity Center. Call (512) 936-7700, ext. 3 or ask for IT when someone answers the phone.
   7. Discussed curriculum development. He stated they want TNT’s expertise, but also wants us to have an open mind and be willing to work with them.
   8. TCPR discussion – have incorporated it into the basic telecommunicator course. Effective 9/1/22, this curriculum is the one to use. Must have CPR prior to taking the course. TCOLE will allow a waiver for someone physically unable to perform the act of CPR but must show proof of the rest of the course being taken. Make sure CPR instructor has a “waiver” from TCOLE to satisfy the requirements for instruction in CPR certification for the person who has obtained the waiver. Specify on the waiver request to TCOLE whether it’s a permanent or temporary waiver (in response to the question of whether or not it’s a temporary or permanent waiver). It will be reviewed case by case.
   9. Subscribe to the TCOLE Education Services newsletter to stay abreast of current items and news.
   10. To get involved in TCOLE, email Rachel at [education@tcole.texas.gov](mailto:education@tcole.texas.gov)
6. Pamela Frisk spoke about seeking volunteers for hosting the meetings, selecting the caterer and determining a theme for the meeting. Asking for someone for the Oct 10th, San Antonio meeting. Zelenia Alvarez will be the hostess for the San Antonio, October 10th meeting.
7. Committee Initiatives & Updates
   1. Regional Training – Kristi Fogleman didn’t have an update. Most of her focus has been TCPR and she will report more at our next meeting.
   2. EEOC (Educate, Encourage, Outreach, & Communication) – Denera was not present to give a report.
      1. Curriculum & Instructor Development – Tracy Pulley reported she needed the top topics and volunteers.
      2. Bret Batchelor (NCT911) and Cindy Meyer (Mesquite) volunteered to help.
   3. Fundraising – Robin Malatesta-Young is the chair. No report.
   4. Social Media Hotspot – no report as Mandi Jones was not present. Becky Cooley is on the committee.
   5. T-CPR – Bret Batchelor is the chair. Requirement for basic curriculum effective 9/1/22.
8. TCOLE is asking for volunteers for curriculum updates for TCOLE Basic Instructor, Advanced Instructor & Crisis Communication Courses (per the Education Services newsletter dated July 2022).
9. Legislative Update – Andrea Wilson-Shephard
10. New business
11. 2022 meeting dates & locations
    1. October 10th – San Antonio
    2. ***Tentative*** 2023 meeting dates and locations
       1. January 10 – Dallas
       2. April 18 – San Antonio
       3. July 11 – Dallas
       4. October 17 – San Antonio
12. Agency updates
13. **Dates to remember:**
    1. PETS – Tuesday, July 19th – Dallas, Frontiers of Flight Museum
    2. APCO International Conference, August 7 – 10, Anaheim, CA
    3. TNT – Monday, October 10th – San Antonio with Bexar Metro 9-1-1 District hosting
    4. PETS – Tuesday, October 11th – San Antonio with Bexar Metro 9-1-1 District hosting
    5. TCOLE Training Conference – October 24th – 27th, Corpus Christi
    6. Texas Public Safety Conference, April 2 – 5, 2023 – Galveston
14. Adjourn