

Telecommunications Policy Committee

Minutes

November 4, 2015

The Telecommunications Policy Committee of the Board on Public Safety Standards and Training held a regular meeting on November 4, 2015 at the Oregon Public Safety Academy in Salem, Oregon. Chair, Kelly Dutra called the meeting to order at 9:00 AM.

Attendees:

Committee Members:

Kelly Dutra, Chair, Oregon APCO-NENA
Sherry Bensema, Oregon Fire Chief's Association
George Long, Willamette Valley Communications Center
Sharyl Dresser, Association of Public Safety Communications Officials
Justin Hardwick, Emergency Medical Services and Trauma Systems
Mike Moran, Oregon Association of Chiefs of Police
Bob Rector, Oregon State Police
Randy Wood, Oregon Fire Chiefs Association

Committee Members Absent:

Brian Oeder, Line-Level Telecommunicator
Gary Bettencourt, Oregon State Sheriffs' Association

DPSST Staff:

Linsay Hale, Professional Standards Division Director
Mona Riesterer, Professional Standards Assistant
Sharon Huck, Rules Coordinator
Kristin Hibberds, Professional Standards Investigator
Leon Colas, Professional Standards Investigator
Monica Walker, Criminal Justice Certification Supervisor



1. Minutes from May 6, 2015 Meeting

Approve meeting minutes from May 6, 2015

To see a complete record of the May 6, 2015 Telecommunications Policy Committee minutes, please go to:

<http://www.oregon.gov/dpsst/BD/pages/telecommunicationspolicycommitteemeetingminutes.aspx>

Mike Moran moved to approve the minutes from the May 6, 2015 Telecommunications Policy Committee meeting. Randy Wood seconded the motion. The motion carried unanimously.

2. ***OAR 259-008-0011 – Proposed Rule Change; Physical Standards Review, Public Comment**

Presented by Sharon Huck

On July 23, 2015 the Board on Public Safety Standards and Training Affirmed the Telecommunications Policy Committee recommendation to approve filing the proposed amendments to OAR 259-008-0011. The proposed amendments were filed with the Secretary of State's office and opened for public comment. On September 2, 2015, there was one public comment received with regard to visual acuity. DPSST contacted Doctor Lorber and requested he review the proposed standard and comment. After review, Doctor Lorber recommended the proposed vision acuity standard not be changed (corrected vision must be at least 20/30(Snellen) when tested using both eyes together.) The Policy Committee reviewed the public comment and Doctor Lorber's recommendation.

Mike Moran recommended filing the proposed language for OAR 259-008-0011 with the Secretary of State as a proposed rule and a permanent rule if no comments are received. George Long seconded the motion. The motion carried unanimously.

By consensus the Policy Committee found no fiscal impact on small businesses.

3. ***OAR 259-008-0025, 259-008-0030, 259-008-0035, and 259-008-0085 – Proposed Rule Change; Minimum Standards for Training, Minimum Standards for Mandated Courses**

Presented by Sharon Huck

This proposed rule change clarifies the minimum training standards and standards for mandated courses, including clarification of the training waiver and training audit processes.

Bob Rector recommended filing the proposed language for OAR 259-008-0025, OAR 259-008-0030, OAR 259-008-0035, and OAR 259-008-0085 with the Secretary of State as a proposed rule and a permanent rule if no comments are received. Randy Wood seconded the motion. The motion carried unanimously.

By consensus the Policy Committee found no fiscal impact on small businesses.

4. ***2015 Telecommunications Job Task Analysis**

Presented by Linsay Hale

The 2015 Job Task Analysis was recently completed for the Telecommunications discipline. The critical and essential tasks have been updated to reflect the requirements of a Telecommunicator for 2015. Upon approval, the Center for

Policing Excellence will use the updated JTA to update the curriculum of the Basic Telecommunications course.

Mike Moran, Bob Rector, and Kelly Dutra wanted to express their gratitude and all the work that was put into the Job Task Analysis.

By consensus, the Committee agreed that the JTA to be sent back to the Subject Matter Expert panel for further clarification on call/blind transfer guidelines.

5. ***Shaylee Robanske-Hess, DPSST #36099 Basic Telecommunicator and Emergency Medical Dispatch Certification Bureau of Emergency Communications**

Presented by Kristen Hibberds

The case being presented to the Policy Committee is whether or not Shaylee Robanske-Hess' conduct that led to an internal affairs investigation regarding her personal relationship with a trainee and her untruthfulness during the investigation, should result in the revocation of her Telecommunicator and Emergency Medical Dispatcher certifications for failure to meet the minimum standards for public safety certification.

George Long moved that the Telecommunication Policy Committee adopt the staff report as the record upon which its recommendation is based. Mike Moran seconded the motion. The motion carried unanimously.

By discussion and consensus, the committee determined that Shaylee Robanske-Hess's behavior did involve **Insubordination** as defined in Administrative Rule by failing to obey a directive by her supervisor not to discuss the investigation with others.

Bob Rector moved that the Telecommunication Policy Committee find that Shaylee Robanske-Hess's **Insubordination** does rise to the level to warrant revocation when considered alone. Sheryl Dresser seconded the motion. The motion carried unanimously.

By discussion and consensus, the committee determined that Shaylee Robanske-Hess's behavior did involve **Misconduct** as defined in Administrative Rule by engaging in conduct that was prohibited by agency policy.

Mike Moran moved that the Telecommunications Policy Committee find that Shaylee Robanske-Hess's **Misconduct** does rise to the level to warrant revocation when considered alone. Randy Wood seconded the motion. The motion carried unanimously.

By discussion and consensus, the committee determined that Shaylee Robanske-Hess's behavior did involve **Gross Misconduct** as defined in Administrative Rule by violating agency policy and creating a perception of favoritism and bias in the

workplace. Robanske-Hess's actions also created a danger and a risk to person's property and the efficient operation of the center..

George Long moved that the Telecommunication Policy Committee find that Shaylee Robanske-Hess's **Gross Misconduct** does rise to the level to warrant revocation when considered alone. Justin Hardwick seconded the motion. The motion carried unanimously.

By discussion and consensus, the committee determined that Shaylee Robanske-Hess's behavior did not involve **Misuse of Authority** as defined in Administrative Rule.

By discussion and consensus, the committee determined that Shaylee Robanske-Hess's behavior did involve **Disregard for the Rights of Other** as defined in Administrative Rule by the position of being a supervisor and engaging in a romantic relationship with someone who is in a training status.

Mike Moran moved that the Telecommunications Policy Committee find that Shaylee Robanske-Hess's **Disregard for the Rights of Others** does rise to the level to warrant revocation when considered alone. George Long seconded the motion. The motion carried unanimously.

By discussion and consensus, the committee determined that Shaylee Robanske-Hess's behavior does involve **Dishonesty** as defined in Administrative Rule by in which the staff analysis was provided.

Randy Wood moved that the Telecommunications Policy Committee find that Shaylee Robanske-Hess's **Dishonesty** does rise to the level to warrant revocation when considered alone. Sheryl Dresser seconded the motion. The motion carried unanimously.

By discussion and consensus, the committee determined that Shaylee Robanske-Hess's behavior does involve **Aggravating Circumstances** as Robanske-Hess abused her position as a supervisor by having a relationship with a trainee. She was also told to not have contact regarding the investigation with the victim and the center, and she continued to do so.

By discussion and consensus, the committee determined that Shaylee Robanske-Hess's behavior did not involve any **Mitigating Circumstances**.

After considering the totality of the circumstances, Sheryl Dresser moved that the committee recommends to the Board that Shaylee Robanske-Hess's certification be revoked. George Long seconded the motion. The motion carried unanimously.

Sheryl Dresser moved that the committee recommends to the Board that Shaylee Robanske-Hess's **Insubordination** warrants for an ineligibility period to reapply for certification for seven years. Mike Moran seconded the motion. The motion carried unanimously.

Bob Rector moved that the committee recommends to the Board that Shaylee Robanske-Hess's **Misconduct** warrants for ineligibility period to reapply for certification for seven years. Sheryl Dresser seconded the motion. The motion carried unanimously.

Mike Moran moved that the committee recommends to the Board that Shaylee Robanske-Hess's **Gross Misconduct** warrants for ineligibility period to reapply for certification for ten years. Bob Rector seconded the motion. The motion carried unanimously.

Bob Rector moved that the committee recommends to the Board that Shaylee Robanske-Hess's **Disregard for Rights of Others** warrants for ineligibility period to reapply for certification for fifteen years. George Long seconded the motion. The motion carried unanimously.

Sheryl Dresser moved that the committee recommends to the Board that Shaylee Robanske-Hess's **Dishonesty** warrants for ineligibility period to reapply for certification for lifetime. George Long seconded the motion. The motion carried unanimously.

6. Department Update

Linsay Hale reported:

Linsay formally welcomed Monica Walker who will be filling the position of the Criminal Justice supervisor. She will be overseeing the operational side of the Standards and Certification section.

DPSTT's leadership recently finished up on the listening tour. They traveled around the state for the first two week of October, inviting constituents to come and share their frustrations, concerns, and any other comments they might have about DPSST. The comments were overwhelmingly positive. There were some frustrations from some constituents about the back log for getting individuals trained and certified and the fingerprint implementation in Fire. DPSST has gone to the legislature to ask for more money to add more classes. Currently for all of the criminal justice disciplines, including telecommunications, April is the earliest a new public officer can enroll in a basic course.

A task force has been convened to review school safety and develop a better way to collaborate responses to emergency responses in schools. They are currently looking at common definitions, re-implementing the hot line and social media for people to report any rumors or situations that need immediate attention, and a way to store blue prints of the schools across the state.

The proposed fire denial/revocation rule is in the process. The rule went out for public comment and there was comments received which brought it back to the

Policy Committee and the Board for review. It will open for comment again in December. The hope is to get the new rule implemented effective January 1, 2016.

DPSST has received permission to form a workgroup to review the current denial/revocation standards for criminal justice. The meetings for this group should be scheduled very shortly.

As a reminder, the medical standards rule change, which was voted on today, also comes with a process change. The F-2T medical form that is currently being used to report medical standards will change significantly. DPSST will no longer be housing the medical information for telecommunicators. The proposed change also allows medical waivers to be handled administratively. We are looking at a tentative April 1st implementation for all the medical changes for the telecommunicator/EMD disciplines. .

2016 session is beginning in February. The Board and DPSST will not have any bill introduced during this session but will be available to have discussions as needed.

7. Next Telecommunications Policy Committee Meeting Date
Wednesday, February 3, 2016 at 9:00 a.m.

** All documents reviewed and discussed in this meeting are subject to Oregon Public Records Law (ORS 192.410 to ORS 192.505). These documents can be requested by contacting DPSST at dpsst.records@state.or.us.*

