

Name of Team: **State of Oregon 9-1-1 Advisory Committee Charter**

Rev: 3 June 2011

| Chartering Division | Manager Responsible | Chair | Admin. Support | Kick Off Date | Sunset Date |
|---------------------|---------------------|------------|----------------|---------------|-------------|
| | Mark Tennyson | Ann Rakosi | Jeanie Stark | October, 2008 | None |

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| Mission | <i>Provide guidance and direction to the Office of Emergency Management 9-1-1 program staff on the direction of the 9-1-1 program in the State of Oregon.</i> |
| Primary Goals & Objectives | <ol style="list-style-type: none"> 1. <i>Identify emerging technologies and additional significant impacts on the 9-1-1 system; be proactive in our ability to address these needs.</i> 2. <i>Assist the 9-1-1 program during the decision making process for the procurement of new technology, software, based on its value to the local PSAP</i> 3. <i>Advise the 9-1-1 Program and State Legislature when amending 9-1-1 and Public Safety Emergency Communications related ORS and OAR.</i> |
| Customers | <ol style="list-style-type: none"> 1. <i>Internal</i> <ol style="list-style-type: none"> a. <i>PSAP Managers</i> 2. <i>External</i> <ol style="list-style-type: none"> a. <i>The citizens we serve</i> b. <i>Members of our public safety community</i> |
| Success Indicators | <ol style="list-style-type: none"> 1. <i>PSAP Managers feel they are part of the process and have input into their statewide program.</i> 2. <i>Oregon is viewed as a leader in the 9-1-1/emergency dispatch business.</i> 3. <i>External customers can identify the value of the 9-1-1 program and investments made at the local level.</i> |
| Input Sources | <ol style="list-style-type: none"> 1. <i>The committee will seek input from its partnerships with Oregon APCO/NENA, Oregon Fire Chief's Association, Oregon Police Chief's Association and Oregon State Sheriff's Association.</i> 2. <i>Any other group who we seek out for input.</i> |
| Procedures/ Meeting Frequency | <i>Quarterly at a minimum. Meetings can be cancelled if there are no agenda items within one week of the meeting date.</i> |
| Decision Making Process | <i>Decisions will be made by consensus.</i> |
| Decision Ratifying Body or Person (Executive Staff or Director) | <i>The committee will make recommendations to the Technology & Response Section Director.</i> |
| Boundary Conditions to Decisions Made | <i>The committee will make recommendations to 9-1-1 program staff. The 9-1-1 Program Director has final decision making authority.</i> |
| How Decisions Are Communicated | <i>Through the Committee Chair</i> |
| Committee Members | <i>As identified at http://www.oregon.gov/OMD/OEM/OR911/911_advisory_committee.shtml</i> |
| Committee Chair and Vice Chair | <i>The Committee Chair and Vice Chair will be a one year term respectively with alternating expirations. Both positions will be voted in by current committee representatives. Should either position be left vacant for any reason other than expiration, the committee will vote in an interim to serve until the regularly scheduled expiration date.</i> |
| Committee Member Terms | <i>Committee members shall serve a term of three years. Regions 1,3,9 will expire in December 2010; Regions 2,5,8 will expire in December 2011; Regions 4,6,7 will expire in December 2012; once all regions meet these expiration dates they will assume a three years expiration period thereafter.</i> |
| Replacement of Committee Members | <i>When a committee member representing a PSAP region vacates their position they will solicit volunteers to serve in their place. If more than one volunteer is available, the outgoing representative will conduct a vote with the PSAP managers in their region to choose the appropriate successor. When a commercial member vacates their position the organization they represent will choose a successor.</i> |