



Public Safety Subcommittee
MEETING MINUTES
Wednesday 5/14/2025

1. Welcome

Note: As the majority of discussion in this meeting is referencing the telephonic handoff between hotline responder staff and the operators who respond on non-emergency lines, this meeting is optional for law enforcement officers.

- Check-in Question
- Walk Through Agenda
- POP
 - **Purpose:** Discuss the handoff process for hotline reporters' referral to law enforcement PSAPs (public safety access points).
 - **Outcome:** Clearer understanding of the expectations around a referral to law enforcement from the hotline.
 - **Process:** Review example scenarios together and determine what elements should be included in a handoff.
- OPMA/PRA Reminder

2. Subcommittee Discussion

Referral Discussion

- Warm handoff
 - PSAPs: once the hotline responder has confirmed that the victim was successfully connected with the PSAP operator, you do not need to stay on the line. Only concern would be if hotline responder interrupts the conversation.
 - LE officers would want to know the contact information for the hotline responder staff, their email or phone number, in order to follow up with the person of contact/who initiated the call
 - Suggestion to hotline responder staff: empower the victim, ask them prior to connecting to LE: do you want me to stay on the call after I summarize the information you consented to?
 - Other warm transfers to PSAPs include mental health services, or PSAP-PSAP
 - Give victim heads up that the PSAP/LE may repeat the questions you have already answered and that will differ based on PSAP jurisdiction, some are more detailed than others.
 - Average connection call will be 3 minutes or less.

- Keep in mind that interpreters from Language Link may be dropped off once connected to PSAP, they may be tied to the hotline responder. AGO needs to test their phone system, but PSAPs also use LanguageLink.

3. Next Steps and Closing

- Action Items: Meeting minutes to be sent out in the following week, by 5/20
- Date of Next Meeting: **NONE – SUBCOMMITTEE CONCLUDED**

Name	Organization	Present?
Pa Ousman Joof	WAWAC	No.
Khris Thompson	Spokane County Sheriff's Office, Undersheriff Investigations Div.	Cannot attend
Hardeep Singh	Khalsa Gurmat	Yes.
Yordanos Teferi	MCC	No.
DeVante Daniels (designee: Michelle Perez)	King County	No.
Stan Seo	King County Sheriff's Office, Captain Crim. Investigations	Yes.
Leilani Martinez	HAPPEN	Yes.
Alex Buijs	CJTC	Yes.
Jillian Williamson	Seattle PD, Detective Bias Crimes Unit	No.
Katie Emanuel	King County Sheriff's Office, 911 Supervisor	No.
Monica Burke	King County Sheriff's Office, Operations Manager	No.
Abigail Steele	King County Sheriff's Office, Captain	No.
John Horsch	Clark County Sheriff's Office, Administrative Chief	Cannot attend
David Singley	Spokane PD	Cannot attend
Heather Thompson	Spokane County Sheriff's Office	Yes.
Kim Arrendondo	Spokane County Sheriff's Office	Yes.