



ALABAMA 911 BOARD

February 1, 2022
Talk About It Tuesday!

Introduction & Contact Information

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Agenda

February 1, 2022

- Job Description Repository
- Policies and Procedures
- Training





Job Description Repository

- Director
- Assistant/Deputy Director
- Supervisor
- Telecommunicator

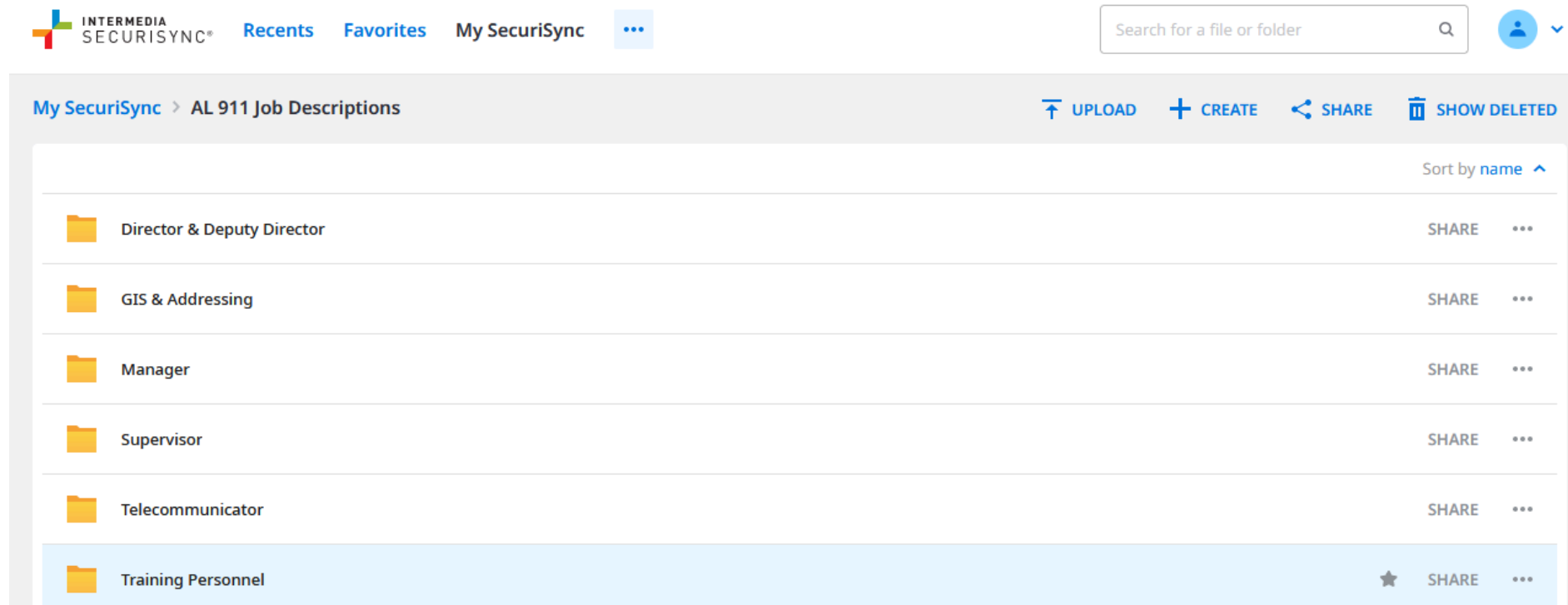
Experience Qualifications
Job Descriptions
Responsibilities

<https://www.al911board.com/announcements/job-descriptions-alabama-psap>



Want to contribute your job descriptions?

Email [Michelle](#). You will be sent a secure link to upload your files. They will be scrubbed of identifying information and posted.



The screenshot shows the Intermedia SecuriSync web interface. At the top, there is a navigation bar with the logo, 'Recents', 'Favorites', and 'My SecuriSync'. A search bar is located on the right. Below the navigation bar, the breadcrumb path is 'My SecuriSync > AL 911 Job Descriptions'. To the right of the breadcrumb are action buttons: 'UPLOAD', 'CREATE', 'SHARE', and 'SHOW DELETED'. The main content area displays a list of folders under 'AL 911 Job Descriptions'. The folders are: 'Director & Deputy Director', 'GIS & Addressing', 'Manager', 'Supervisor', 'Telecommunicator', and 'Training Personnel'. Each folder has a 'SHARE' button and a three-dot menu icon. The 'Training Personnel' folder is highlighted in light blue. In the top right corner of the interface, there is a user profile icon and a dropdown arrow.





Policies and Procedures

- The difference between policies and procedures
- The importance of having written policies and procedures
- Do you need one policies and procedures manual, or should they be separate?
- A procedures manual can help with training
- Regularly reviewed and acknowledged



Upcoming Training

Dates	Training	Location	Organization	Status	Flyer
February 21-24, 2022	Communications Unit Leader Course (COML)	Trussville, AL	Alabama EMA, FEMA, and ALERT	Open	More Info
February 28-04, 2022	Fire and Emergency Services Instructor I	Montgomery, AL	Alabama 9-1-1 Board	Open	More Info
February 28-02, 2022	Communications Center Manager Course (INCM)	Trussville, AL	Alabama EMA, FEMA, and ALERT	Open	More Info
March 21-24, 2022	Information Technology Services Unit Leader Course (ITSL)	Trussville, AL	Alabama EMA, FEMA, and ALERT	Open	More Info
March 21-23, 2022	NENA Supervisor Course	Huntsville, AL	Huntsville-Madison County 911	Open	More Info












Alabama TERT

- Web: www.alabamatert.com
- FB: @alabamatert



Virtual Academy

<p>9-1-1 Cape Building</p>  <p>Tracy Ertl 1.0 Credit Hour</p> <p>Description</p>	<p>Advanced Harassment and Discrimination...</p>  <p>Vicki Hatfield 0.5 Credit Hour</p> <p>Description</p>	<p>AMBER and Silver Alerts for Telecommuni...</p>  <p>Jennifer Schwendimann / Gus Paidousis 2.0 Credit Hours</p> <p>Description</p>
<p>Autism Awareness for 9-1-1 Telecommu...</p>  <p>Jared Pelham Command Staff on the IDU/TERT Team Hamilton County 911 ECD 1.0 Credit Hour</p> <p>Preview Description</p>	<p>Building 9-1-1 Lifebridges to Suicide Call...</p>  <p>Jim Marshall 2.0 Credit Hours</p> <p>Description</p>	<p>Call Handling for the Telecommunications...</p>  <p>Mark Grant Emergency 911 Director Dyersburg, TN 1.0 Credit Hour</p> <p>Preview Description</p>
<p>Counseling & Discipline for the Telecomm...</p>  <p>Lisa Fulton Instructor NENA 1.0 Credit Hour</p> <p>Preview Description</p>	<p>De-escalation for Telecommunicators</p>  <p>Gary Klugiewicz Director and Co-Founder Vistelar Consulting and Training Institute 1.0 Credit Hour</p> <p>Preview Description</p>	<p>Effective Communication for Telecommun...</p>  <p>Tim Christol Retired Chief of Police 2.0 Credit Hours</p> <p>Preview Description</p>



Questions

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