



## Tipline Advisory Committee

### Meeting Minutes

July 13, 2022, 1:00 p.m. – 2:30 p.m.

<b>Meeting started at 1:02pm</b>	
1.	<b>Welcome</b> <ul style="list-style-type: none"><li>• Committee members were welcomed to the eighth advisory meeting.</li><li>• AGO staff shared a change of practice regarding land acknowledgments. Based on the guidance of the AGO’s Tribal Liaison regarding tribal outreach and relationship building, the Liaison advised Tipline staff that land acknowledgements are not the suggested way to honor government to government relationships. Instead, AGO Tipline staff will acknowledge the commitment to dismantling systems of oppression by stating the Tipline’s antiracist statement, and commitment that this work is trauma-informed and youth-centered. These commitments are defined on slide 2 of the PowerPoint. AGO staff are also developing a racial equity analysis tool to examine all decisions made about the Tipline program.</li><li>• The meeting agenda was reviewed.</li></ul>
2.	<b>Procedural Discussion</b> <ul style="list-style-type: none"><li>• Roll Call and Establishment of Quorum. Maiké &amp; Associates staff provided a brief reminder of the established Zoom meeting protocol and conducted the roll call. A quorum of the members was established. See roster below. For members of the public wishing to make comments, they were instructed to indicate so in the chat.</li><li>• Approve Previous Meeting Notes.<ul style="list-style-type: none"><li>○ No comments or changes were received on the June 8<sup>th</sup> meeting minutes. June 8<sup>th</sup> meeting minutes approved.</li></ul></li></ul>

3.	<p><b>Informational Session</b></p> <ul style="list-style-type: none"> <li>• <i>Youth Outreach &amp; Engagement</i> Presentation included:</li> <li>• <u>Update on Outreach Efforts &amp; Research on Rural Resources</u> The Outreach &amp; Engagement Team is continuing to do outreach statewide to capture youth voices and perspectives from the 15 categories<sup>1</sup> of underserved or historically marginalized youth. The team has identified many resources and partners in King, Pierce, Thurston, Kitsap and Spokane counties, research and engagement has been more difficult outside of these areas. As such, AGO staff asked if Advisory Committee (AC) members had recommendations on available youth and/or community resources, particularly in hard-to-reach areas (geographically), for hard to reach (marginalized) youth. Staff asked that AC members email Clarissa with any resources or leads.</li> <li>• <u>Update on Youth Survey Launch</u> The first youth survey was launched on July 11<sup>th</sup>. AC members will be receiving an email with the survey link, digital flyer, and social media ad images. AC members are asked to disseminate this survey with youth and organizations (personal and professional networks) and are encouraged to email it to professional/personal networks and post it on their organization’s website or social media page.</li> </ul> <p>The survey will be sent to all stakeholders and community partners AGO staff have met with. The AGO is also offering to mail them small or medium sized posters to post in community spaces or where youth congregate. The survey closes on August 5<sup>th</sup>. The second one will launch on September 5<sup>th</sup>.</p> <p>AGO will be receiving weekly updates on survey engagement information; this will be used to modify or fine-tune engagement strategies.</p> <p>The Advisory Committee will be provided updates on youth engagement efforts during monthly meetings.</p> <p>Questions &amp; Discussion: <u>None.</u></p>
3.	<p><b>Proposed Tip Process</b></p> <p><u>Recap of June 8<sup>th</sup> Meeting:</u> AGO staff briefly reviewed materials and discussion that occurred during the June 8<sup>th</sup> Advisory Committee meeting. This included:</p> <ul style="list-style-type: none"> <li>• <i>Proposed Tip Process</i> <ol style="list-style-type: none"> <li>1. Identify the tip category (e.g., bullying, suicide ideation, domestic violence, sexual assault, etc.);</li> <li>2. Determine the urgency level of the tip (e.g., urgent, critical, non-critical);</li> </ol> </li> </ul>

<sup>1</sup> BIPOC, disabled, formerly incarcerated (interacted with justice system), foster care, homeless, immigrant, LEP, LGBTQ+, low-income, military, neuro-divergent, refugees (asylees), rural, urban and rural indigenous communities, federally recognized tribes.

3. Identify the appropriate agencies to handle the tip and do the referral or transfer; and
4. Close the tip after receiving the after action report from the tip responder.

- *Proposed Tip Flowchart*
  - See slide 13.
- *Tip Form Poll Results*
  - The following were identified as very important: time, date, and location of the event, the tip category, event description, people involved, school name, and who else knows about the event.
  - Information from the person submitting the tip, the number of times the situation happened, vehicles involved, and other comments were rated as somewhat important. (See slide 14).
- *Tip Form Discussion Summary*
  - Review of June’s discussion about “Tip Form”. AGO staff presented suggestions and concerns highlighted by the committee last month and informed that all comments have been documented and will be revisited along with the questions for the Tip Form, once a vendor is hired.
- *After Action Report Summary*
  - Review of June’s discussion about the “After Action Report”. All suggestions and concerns have been documented and will be revisited once a vendor is hired.
- *Tip Process Development: A Review*
  - See slide 17.

Tip Urgency Level (Step 2 in Tip Process): AGO staff presented two sets of questions to the committee. One was a list of triage questions that are asked by other states when their tipline staff are first receiving a tip. The second set were two questions from the WA School-based Threat Assessment Program (see slide 19 for the list of questions).

The committee was then asked to provide thoughts and feedback on whether these questions were sufficient, what else call center staff may need to ask the tipster to be able to determine the urgency level of the tip, and any other thoughts or considerations the AGO should take into account for the WA Tipline triage process.

Questions & Discussion:

Comment: These questions feel largely incident related and from a law enforcement lens. Would like to figure out how to make this less law enforcement focused. Need a way to ask about things that would not be falling into the urgency category.

Question: How will student threat assessment (TA) questions be used? Are there indications of motive, goal, or justification for a serious or lethal attack?

Answer (by AC member): TA process is a statewide protocol adopted by ESD/Schools. These are one of two key indicators that help in the TA process to determine the need to move quickly on a tip. Two key indicators (specific target and justification or motive/goal). Comes from secret service research on school related violence.

Comment: A lot of the information centers around accessing credibility (e.g., do we take this seriously enough to move forward?). Should credibility be a master category in the triage process?

Comment: Remember that this process [these questions] helps us to understand how the tip fits into the whole picture of how to respond and guides the next steps in the referral process.

Comment: Concerns about “credible information” and the likelihood of biases depending upon the lens of the tipster. Credible according to who? There are differences in ways of communicating about crisis. Need to establish what evidence is presented. How will we provide training to call center staff to remove subjectivity or personal bias?

Comment: Wondered how to “solve for perspective”. What has research told us about the profile of school shooters (young, white men)? Are we using the research/data to shape the questions here? What are the known risk factors? How to address bias issues and known risk factors (e.g., shooters) to make sure we are asking the right questions.

Comment: Districts are required to have TA teams; each follows a specific protocol by the statutory requirement of their threat assessment team. Noted that there is no agreed upon profile for school shooters or those who engage in school violence.

Comment: Concerns about if the [tip triage] process might be setting BIPOC youth up for engagement with law enforcement (LE) – we need to be sure we are not funneling these youth into the LE system. Reminded the team that we need to do our due diligence to make sure we check our biases and ensure the system does not perpetuate these. Reminder to use the anti-racist vision to shape these decisions.

Comment: The LE perspective, we try to stay away from specifics, and rather look from a broad spectrum – steer clear of potential bias – look at root causes of the incident, facts of the scene, not who is calling/involved. Focus on the behaviors rather than the person committing behaviors.

Comment: Agree with above comment. Agreed that it is important to remove biases from the questions themselves. Always need to acknowledge and look for institutional biases that may be embedded in the system. Can questions be posed to help the caller's bias be neutralized? Maintain a focus on our commitment to antiracism, continuing to analyze the program through that lens and ask the questions of our process.

Comment: Acknowledged above concern and noted that Threat Assessment (TA) is an equity-based process – not a LE process – it works to reduce the school to prison pipeline. Outcomes should be to create a wraparound response.

After the discussion concluded, staff presented the next activity.

	<p><u>Tip Referral (Step 3 in Tip Process):</u> Committee members were introduced to an activity. The purpose of the activity was to give each Advisory Committee member an opportunity to provide feedback on the referral pathway(s) of each tip category listed in the Tip Category Glossary.</p> <p>In the activity, which was web based, the tip categories were divided by urgency level: urgent, critical and non-critical (see definitions on slide 21). For each tip category, members were instructed to select the preferred primary, secondary, and tertiary (as appropriate) referral entity. The Tip Category Glossary was provided as a reference to the tip category definitions.</p> <p>Results will be summarized and presented back to the AC at the August meeting.</p> <p><u>Comment:</u> Concerned that the primary referral for Urgent Tips is 911 – felt this was setting kids up. Also noted that this may be used for SWATting – initiating a false LE response.</p>
4.	<p><b>Next Steps &amp; Wrap Up</b></p> <ul style="list-style-type: none"> <li>• <i>Next meeting: Wednesday, August 10, 2022 (same zoom link)</i> <ul style="list-style-type: none"> <li>○ Update on youth outreach and engagement</li> <li>○ Referral by tip category</li> <li>○ RFP updates</li> <li>○ Training</li> </ul> </li> <li>• Comments about meeting minutes: <ul style="list-style-type: none"> <li>○ Email Clarissa at <a href="mailto:Clarissa.debarroslacerda@atg.wa.gov">Clarissa.debarroslacerda@atg.wa.gov</a></li> </ul> </li> <li>• Public Comments – None.</li> <li>• Thanked everyone for their time and commitment to this work.</li> </ul> <p>Committee members were excused from the meeting at 2pm and encouraged to complete the referral pathways exercise with the remaining committee time. AGO and committee staff remained in the Zoom room to answer any questions AC members had.</p>
	<p><b>The meeting adjourned at 2:30 P.M.</b></p>

## **Member List**

<b>Name</b>	<b>Affiliation</b>	<b>Present</b>
Abigail Westbrook	Washington State School Directors' Association	Yes
Adam Wasserman	Washington Emergency Management Division	Yes
Brian George (new appointee)	Washington State Fusion Center	Yes
Carri Gordon	Washington State Patrol	Yes
Chris Weedin	Washington Association of Educational Service Districts	Yes
Diana Cockrell	Washington State Health Care Authority	Yes
Ella DeVerse	Washington Office of Superintendent of Public Instruction	Yes
Gavyn Tann	Washington State Department of Children, Youth, & Families	Yes
Kallie Kurtz	Washington State Department of Health	(Sent Christy Hoff as designee)
Karen Pillar	TeamChild	Yes
Kevin Fuhr (Chief)	Washington Association of Sherriff's & Police Chiefs	Yes
Kirk Williamson	Benton Franklin Community Health Alliance	Yes
Larry Wright (Dr.)	UW Forefront Suicide Prevention Center	Yes
Maithri Sarangam	Seattle Indian Health Board	Yes
Roz Thompson	Association of Washington School Principals	Yes
Tanya Aggar	Washington State Parent and Teacher Association	No
VACANT	Washington Student Achievement Council	-

## **Committee Staff and Contractors**

<b>Name</b>	<b>Affiliation</b>
Camille Goldy	Office of the Attorney General, Policy Division
Clarissa Lacerda	Office of the Attorney General, Policy Division
Erica Chang	Office of the Attorney General, Policy Division
Linda Hoage	Office of the Attorney General, Information Services
Monserrat Jauregui	Office of the Attorney General, Policy Division
Megan Osborne	Maike & Associates
Michelle Maike	Maike & Associates