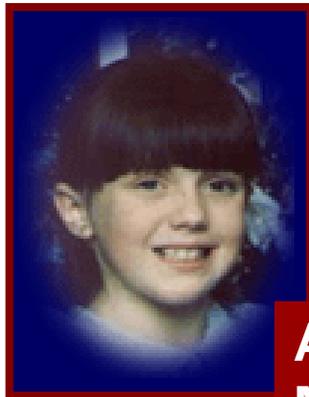

State of Washington

AMBER Alert Advisory Committee Charter



America's
Missing
Broadcast
Emergency
Response

Version
April 2004

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AMBER Alert Advisory Committee Charter

Charter Approval

Executive Sponsor	Signature	Date
Washington Association of Sheriffs and Police Chiefs <i>--President</i> <i>(Sheriff, Douglas County)</i> Dan LaRoche		
Washington State Association of Broadcasters <i>--President & CEO</i> Mark Allen		
Washington State Patrol <i>-- Chief</i> Lowell M. Porter		
Washington Military Department <i>--The Adjutant General</i> Major General Timothy J. Lowenberg		
Department of Transportation <i>--Secretary</i> Douglas B. MacDonald		
Washington State Department of Information Services <i>-- Director and State CIO,</i> Stuart McKee		
E2C <i>-- CEO</i> Chris Warner		

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BACKGROUND

AMBER Alert in Washington is a program of voluntary cooperation between broadcasters, cable systems, and local and state law enforcement agencies to enhance the public's ability to assist in recovering abducted children. AMBER Alert notification is supported by the AMBER Alert Web Portal (Portal) and the Emergency Alert System (EAS). The Federal Communications Commission has authorized activation of the EAS for AMBER Alerts using the "child abduction emergency" code.

Washington stakeholders agree to work cooperatively to operate and manage the statewide AMBER Alert Plan on an on-going basis. Stakeholders will operate in accordance with the statewide governance model that is included in Appendix A.

The Washington State Patrol (WSP) is the lead agency for the Washington Statewide AMBER Alert Plan. The Chief of the WSP is the State AMBER Alert Manager and has final decision-making authority over all aspects of the Statewide AMBER Alert Plan. While the Chief of the WSP is ultimately accountable for plan's success, this responsibility is shared with other entities that form the AMBER Alert Advisory Committee (AAAC).

This charter commissions and defines the AAAC purpose, membership, authority and decision making process.

PURPOSE

The AMBER Alert Advisory Committee provides administrative oversight to develop, implement, review, and recommend revisions to all aspects of the Washington Statewide AMBER Alert Plan and its operations. Such recommendations are made to the State AMBER Alert Manager.

The Advisory Committee is committed to long-term cooperation to provide the safe recovery of abducted children. The Advisory Committee is dedicated to improving the capability of AMBER Alert notifications through education, training, and use of all reasonable resources from a cooperative local, county and statewide perspective.

Committee members agree to promote the AMBER Alert Web Portal for the state of Washington and to encourage others to join the national AMBER Alert Web Portal Consortium (AAWPC) for its use in neighboring states and across the nation.

The AAAC will ensure that the Washington State Statewide AMBER Alert Plan adheres to the best practices of disseminating accurate information statewide about the abduction of a child as quickly as possible.

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The AMBER Alert Advisory Committee will:

- Organize stakeholders;
- Gather stakeholder's evolving interests input and feedback;
- Advise the Washington State Patrol in the decisions and issues of the AMBER Alert Plan;
- Develop cooperative agreements;
- Monitor the effects of decisions and make adjustments as necessary;
- Review and recommend updates to policies and business processes;
- Ensure alert activation protocol and the AMBER Alert criteria are followed consistently;
- Set up quality control processes;
- Ensure training for all involved participants and stakeholders;
- Proactively look to evolve the AMBER Alert Web Portal and other technologies to the next generation solution (continue to develop technologies to support activations through stakeholders);
- Proactively look for other opportunities for innovation to improve AMBER Alert effectiveness;
- Create and promote public education and participation; and
- Act as change agents and help facilitate change with stakeholder groups.

MEMBERS

The members of the AMBER Alert Advisory Committee will represent the interests of all parties to the Washington Statewide AMBER Plan. Membership in the AAAC will include:

- The Adjutant General or designee of Washington State Military Department Emergency Management Division (WSEMD);
- A representative from Local Law Enforcement;
- The Secretary or designee of Washington State Department of Transportation (WSDOT);

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- The Executive Director or designee of Washington Association of Sheriffs and Police Chiefs (WASPC);
- The President or designee of Washington State Association of Broadcasters (WSAB);
- The Director or designee of Department of Information Services (DIS);
- The Chief Executive Officer or designee of E2C; and
- The WSP Statewide AMBER Alert Coordinator as appointed by the Chief of the Washington State Patrol.

COMMITTEE OPERATIONS

- The Committee will meet at least twice a year, scheduled during the fall and spring. Additional meetings will be scheduled as needed.
- All Advisory Committee policy recommendations will be reported to the State AMBER Alert Manager.
- The Committee Chair will be elected from among the members on an annual basis.

COMMITTEE ACTIVITIES

The following list of activities is not all-inclusive but serve to outline the philosophies and expectations of the AMBER Alert Advisory Committee.

- Recommend improvements to the AMBER Alert Plan and procedures.
- Create an environment for interagency partnerships to improve the dissemination of AMBER Alert information.
- Recommend AMBER Alert procedures between agencies.
- Coordinate Washington AMBER Alert activities with other states and jurisdictions.
- Create a coordinated AMBER network.
- Advise the WSP on state and nationwide AMBER Alert issues.
- Assess current AMBER Alert activities throughout the nation.
- Communicate and emphasize sponsorship commitment to the AMBER Alert Plan and AMBER Alert Web Portal.

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- Communicate to stakeholders “lessons learned”.
- Recommend changes and enhancements to the AMBER Alert Web Portal, its use and the use of EAS.
- Periodically review Memorandums of Understanding, Roles and Responsibilities, and Standards of Performance relating to the Washington State AMBER Alert Plan.
- Continuously look for, encourage and recruit new partners to enhance the effectiveness of AMBER Alerts.

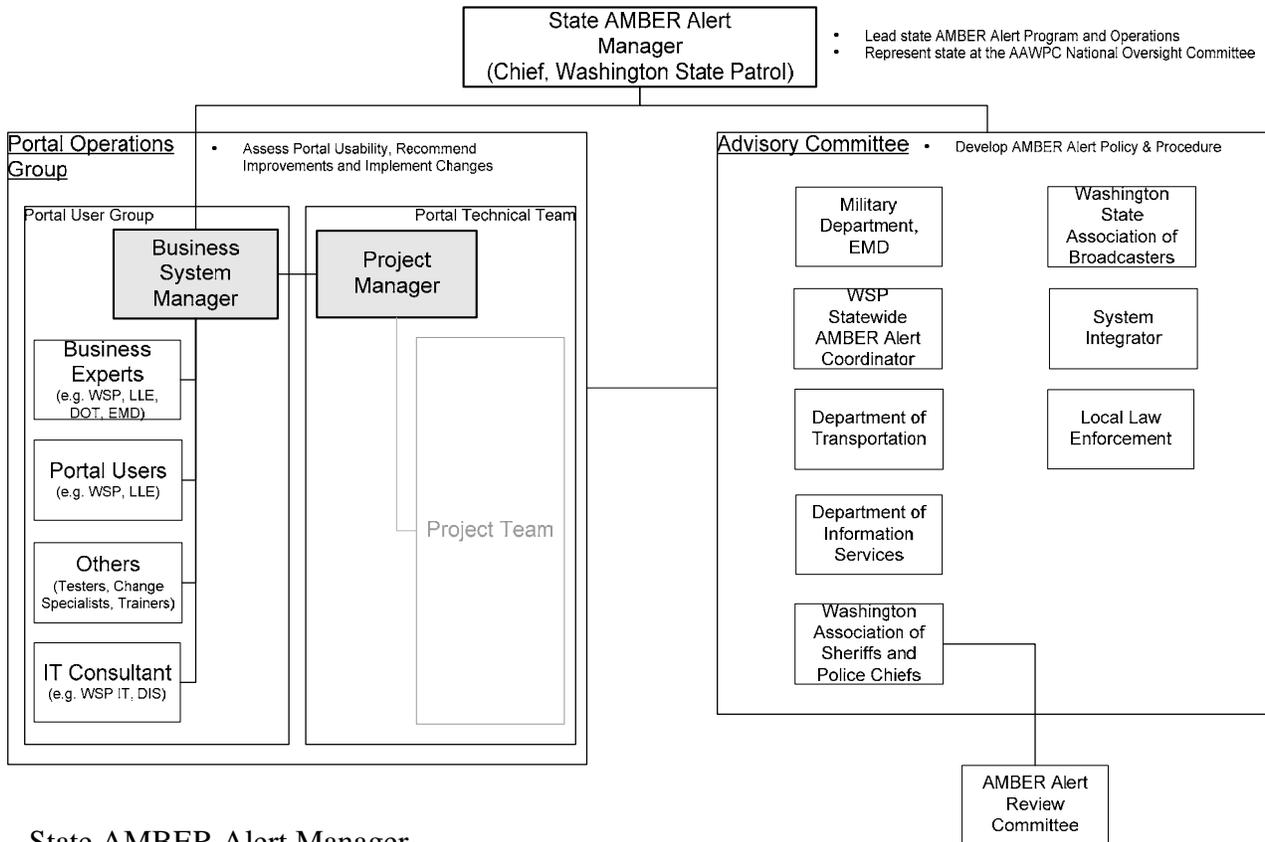
HOW DECISIONS ARE MADE

- The WSP is the lead agency for the Washington State AMBER Alert Plan. While the WSP is ultimately accountable for its success, this responsibility is shared with other entities that form the Advisory Committee.
- All members of the Advisory Committee will advise the WSP in the decisions and issues of the AMBER Alert Plan.
- A member of the Advisory Committee will have a vote in those decisions that have a material impact on that member’s organization. A material impact is one that requires the organization to expend resources (financial impact) and/or make changes to its mission, policies, or operations (business procedures). This committee votes on recommendations that are given to the AMBER Alert Manager.
- The WSP is the final decision-maker and will consider Advisory Committee input when making decisions.

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APPENDIX A – GOVERNANCE MODEL FOR WASHINGTON’S AMBER ALERT PLAN

Local and state law enforcement, broadcasters, and emergency management officials combine their efforts through the following Statewide AMBER Alert governance model to recover abducted children.



State AMBER Alert Manager

The WSP is the lead agency for the Washington Statewide AMBER Alert Plan. The Chief of the WSP is the State AMBER Alert Manager and has final decision-making authority over all aspects of the Statewide AMBER Alert Plan. While the Chief of the WSP is ultimately accountable for program success, this responsibility is shared with other entities that form the AMBER Alert Advisory Committee.

AMBER Alert Advisory Committee

The AMBER Alert Advisory Committee provides administrative oversight to develop, implement, review, and recommend revisions to all aspects of the Washington Statewide AMBER Alert Plan. Such recommendations are made to the State AMBER Alert Manager. The AMBER Alert Advisory Committee charter further defines its purpose, membership, authority and decision making process.

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AMBER Alert Review Committee

The AMBER Alert Review Committee conducts after action reviews of all AMBER Alert activation requests and alerts. It evaluates the effectiveness and timeliness of key decisions, actions, and results. The committee recommends policy and procedure improvements to the AMBER Alert Advisory Committee. This review committee is convened by the Washington Association of Sheriffs and Police Chiefs and is further defined by its charter.

Portal Operations Group

This committee assesses Portal usability, recommends improvements and implements changes to the Portal. Recommendations are made to the Advisory Committee and the State AMBER Alert Manager.

State Emergency Communications Committee

This committee has been delegated authority by the FCC to create the State EAS plan and manage EAS operations in Washington. Broadcasters must comply with the SECC's State EAS Plan to be in compliance with FCC regulations.