

STATE OF VERMONT
PUBLIC SAFETY COMMUNICATIONS TASK FORCE

Meeting No. 11 – Meeting Minutes

October 20, 2023

Via Microsoft Teams

9:02 AM - Call to Order

Co-Chair Neal brought the meeting to order, conducted roll call. She reminded attendees that the meeting was being recorded.

The following were in attendance:

Task Force Members Present

Barbara Neal, E911 Director, Co-Chair
Jennifer Morrison, Public Safety Commissioner, Co-Chair
Paul White, Regional Dispatch Working Group, Vice-Chair
Michael Wright, CEO of Calnex Ambulance
Mike Doenges, Mayor, Rutland City
James ‘Jim’ Mack, Shelburne Dispatch
Ron Kumetz, VSFA

Others Present

Cally Audet, Task Force Clerk
Phillip Sisk, Mission Critical Partners
Darek Wiczorek
Richard Townend
Stephen Whitaker
Jeff Burnham, Springfield Police

Agenda Changes

Motion: At 9:06 AM, Co-Chair Morrison moved that agenda item ‘New Business’ be moved to follow the discussion of Pilot Projects; 2nd by Jim Mack. There was no discussion and the motion passed unanimously.

Approval of Minutes from 10/12/2023 and 10/17/2023

Motion: At 9:08 AM, Co-Chair Morrison moved to approve the minutes from the 10/12/2023 Regular Meeting No. 10 as presented; 2nd by Paul White. Co-Chair Neal abstained from the vote; motion passed.

Motion: At 9:09 AM, Co-Chair Morrison moved to table the approval of the minutes from the 10/17/2023 Special Meeting No. 6 until the next regular meeting; 2nd by Paul White. There was no discussion; the motion passed unanimously.

Public Comment

Co-Chair Neal opened the floor to public comment and gave a 5-minute limit as only one member of the public wished to share.

Stephen Whitaker expressed concern regarding his beliefs that the subject matter expertise RFP was deficient in its scope and specificity. He shared that there were areas he did not feel were properly emphasized, possibly leading to further confusion in vendor responses. Mr. Whitaker offered recommendations for what he believed should be focused on when interviewing subject matter expert candidates.

Co-Chair Neal opened the floor once more to public comment; nothing further.

Status of Independent Legal Counsel RFP

The Independent Legal Counsel RFP was posted on Monday, October 16, 2023. Questions are due on Monday, October 30th, and responses are due November 6th.

Pilot Project Considerations and Goals

Co-Chair Neal reintroduced this topic from the 10/12/23 meeting.

Co-Chair Morrison expressed hesitancy with rushing into this process while so many other items were ongoing. She expressed concern regarding the perception of intentions by the legislature should the Task Force rush into a pilot project proposal for the sake of retaining the allocated funding. She shared that it was within the purview of the other members to endorse establishing a pilot project(s) prior to the close of the calendar year should they see fit, however she would not be endorsing such actions at this time.

Co-Chair Neal echoed the sentiment that she would not be endorsing that course of action at this time, as she did not feel that with the ongoing solicitation of a project manager and subject matter experts, the task force was at a place to make such decisions effectively. She shared that she felt it was premature to initiate pilot projects without a clear understanding of what the components of a successful project would be.

Mike Doenges shared that he did not believe the task force should rush into a project for the sake of losing funds. He expressed that he felt if this was truly a project that is important to the state, that the legislature would continue to fund the project moving forward. He shared he felt there was still work to be done to organize thoughts on desired priorities for these projects while the RFP process continues in order to provide the subject matter experts and project manager as much information as possible but is not necessarily something that needs to be set in stone right now.

James Mack shared he supported doing pilot projects at some point but didn't feel they had enough information to address where a pilot project would be of the most benefit. He also raised the issue regarding who would be responsible for governing said project(s) and did not feel it was feasible to do this prior to the end of the year.

Ron Kumetz stated that he agreed with the former statements to a degree but shared that he had not considered that the legislature would view immediate action on pilot projects as deceitful, as the funding is there to be spent.

Co-Chair Neal shared that it could be possible to mitigate the risk of the money being taken back by providing the legislature updates on where the task force currently is in their process and where they intend on going.

New Business

Co-Chair Neal opened the floor to any new business.

Co-Chair Morrison shared with the group that she had been made aware of a potential issue regarding one possible vendor submission on the Big RFP. She shared that matter was being looked into further by all parties involved, and asked the task force to consider if they would like to table the following agenda item to discuss the Big RFP responses until this matter was resolved, or if they preferred to start the review with the items they currently had.

Further discussion took place. Task force members agreed to wait until confirmation was received that they had all vendor information prior to beginning their collective review.

Big RFP Responses Evaluations (Executive Session)

Discussion tabled until the next regular meeting.

Potential Vote Regarding Next Steps for Big RFP

None.

Next Meeting Date and Adjournment

The next regular meeting is scheduled for Wednesday, October 25th at 2:00 PM.

Motion: There being no further business, Co-Chair Morrison made a motion to adjourn; 2nd by Ron Kumetz. There was no further discussion and the motion passed unanimously. The meeting adjourned at 9:36 AM.

Respectfully submitted,

Cally Audet
Cally Audet, Task Force Clerk

10/20/23
Date