

**STATE OF VERMONT**  
**PUBLIC SAFETY COMMUNICATIONS TASK FORCE**

**Regular Meeting No. 23 – Meeting Minutes**

April 10, 2024

Via Microsoft Teams

**11:15 AM - Call to Order and Roll Call**

Co-Chair Neal brought the meeting to order and conducted roll call for Task Force members. She reminded the 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  
Mike Doenges, Mayor, Rutland City  
James ‘Jim’ Mack, Shelburne Dispatch  
Ron Kumetz, VSFA

**Others Present**

Soni Johnson, E911 Board Clerk (subbing for Task Force Clerk Cally Audet)  
Stephen Whitaker  
Dominick Arcuri  
Kim Cheney (arrived after roll call)  
Rance Duffy  
Rick Burke

**Approval of Agenda** – no changes were made to the agenda

**Approval of Minutes**

*Motion: Co-Chair Morrison moved to accept the minutes of the 3/27/24 meeting (Regular Meeting No. 22) as written; 2<sup>nd</sup> by Paul White. There was no discussion and the motion passed unanimously.*

**Public Comment**

Stephen Whitaker commented on:

- The project scope included in the Mission Critical document erroneously envisions one statewide system.
- Also missing from the work plan is an immediacy on designing resilience and failover among the regional systems that are relied on day to day.
- Task Force members need to take a more active role in directing that immediate resilience measures be determined and acted on.
- No effort has been made to fill cellular dead zones.

- He feels that the Department of Public Safety is stalling on filling public records requests. Task Force members need to revisit their adopted policy of letting the Co-Chairs handle all records requests; individual members should be able to respond.

Kim Cheney offered the following:

- He is concerned that this effort is not about technology, but about money (fundamentally).
- Everyone in Vermont needs this service.
- The first thing to do is to find out how much every local group is now spending on dispatch, and then figure out how much more is needed to get basic communications for all the people that need it.

### **Project Updates**

Dominick Arcuri provided project updates:

- They are focusing on the plans for data gathering, site visits, and interviews.
- The collection and processing of dispatch center information is ongoing.
- A draft *Frequently Asked Questions* has been developed. Updates are ongoing and it should be ready for publishing soon.
- Work on the April stakeholder newsletter is ongoing, and it should be published soon.
- A draft of the inventory schedule is ongoing. It should be ready in time for the next Task Force meeting.

Co-Chair Neal discussed the timeline for review of the survey questions. A small group of members (Paul White, Jim Mack, Co-Chair Neal) plan to review the survey questions before release. Co-Chair Neal then asked Task Force members if they should also review the questions at the next meeting (or a special meeting). The general consensus was that the full group will discuss all of the questions, at a future meeting, before they are released.

### **New Business**

Paul White commented on reports of individual dispatch centers moving forward with enhancements or new projects while the Task Force is working on a dispatch plan/solution for everyone. He is concerned that dispatch agencies aren't aware of what the Task Force is doing.

Discussion:

- Some dispatch agencies and personnel probably don't think that the Task Force initiative will go anywhere.
- It's important to continue with stakeholder updates. What other ways could stakeholders be made aware of the project? Could stakeholders be invited to future meetings?
- It's understood that existing agencies must continue to make updates/upgrades to provide the best level of service possible.
- The Task Force has been very clear on (and needs to continue to be clear on) wanting to be presented with multiple options concerning dispatch. The Task Force intends to solicit public feedback on the options presented to them.

Stephen Whitaker commented that the Task Force must move forward quickly to adopt standards, and that statewide governance (the successor to the Task Force) is not included in the work plan.

**Executive Session** – For the Purpose of Discussing One or More Contracts

*Motion: Co-Chair Neal moved that the Task Force find that sharing information about contract negotiations publicly would put the task force at a substantial disadvantage in making a decision about awarding a contract or contracts; 2<sup>nd</sup> by Jim Mack. There was no discussion and the motion passed unanimously.*

*Motion: Co-Chair Neal moved that the Task Force enter into Executive Session for the purpose of discussing one or more contracts; 2<sup>nd</sup> by Mike Doenges. The motion passed unanimously.*

Executive Session was entered at 11:55 AM. All task force members present (with the exception of Ron Kumetz), acting clerk Soni Johnson, Dominick Arcuri, and Rick Burke attended.

*Motion: Co-Chair Morrison moved that the Task Force exit Executive Session; 2<sup>nd</sup> by Paul White. The motion passed unanimously.*

Executive Session ended at 12:01 PM.

Note: Ron Kumetz did not rejoin the regular meeting at this time.

**Action Related to Executive Session**

*Motion: Co-Chair Morrison moved that the Task Force close out the existing RFP for legal services without awarding a contract; 2<sup>nd</sup> by Mike Doenges. There was no discussion and the motion passed unanimously.*

**Adjournment**

*Motion: There being no further business, Co-Chair Morrison made a motion to adjourn; 2<sup>nd</sup> by Jim Mack.*

*Discussion: Paul White noted that he would not be able to attend the next regular meeting scheduled for 4/24/24.*

*Vote: There being no further discussion the motion passed unanimously.*

*The meeting adjourned at 12:03 PM.*

Respectfully submitted,

Soni Johnson

Soni Johnson, E911 Board

4/12/24

Date