

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

**Regular Meeting No. 13 – Meeting Minutes**

December 11, 2023

Via Microsoft Teams

**11:02 AM - Call to Order**

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

James ‘Jim’ Mack, Shelburne Dispatch

Ron Kumetz, VSFA

Mike Doenges, Mayor, Rutland City (*Entered meeting at 11:12 AM*)

**Task Force Members Absent**

Michael Wright, CEO of Calnex Ambulance

**Others Present**

Cally Audet, Task Force Clerk

Stephen Whitaker

Richard Townend, Altairis Technology Partners

Jeffrey Burnham

Phillip Sisk, Mission Critical Partners

Darek Wiczorek, Altairis Technology Partners

Jim Morgan

**Approval of Agenda**

No changes.

**Approval of Minutes**

- 10/25/2023 – Regular Meeting No. 12
- 11/07/2023 – Special Meeting No. 7
- 11/13/2023 – Special Meeting No. 8
- 11/20/2023 - Special Meeting No. 9
- 11/21/2023 - Special Meeting No. 10

- 11/27/2023 - Special Meeting No. 11
- 12/01/2023 - Special Meeting No. 12

*Motion: At 11:08 AM, Barb Neal moved that the task force approval all minutes listed on the agenda as written; 2<sup>nd</sup> by Paul White. Members expressed their appreciation for work completed by support members; the motion passed unanimously. Member Mike Doenges was not present at the time of the vote.*

### **Public Comment**

Co-Chair Neal opened the floor to public comment.

Stephen Whitaker recognized staff for their work on meeting documentation, and presented his concerns regarding congressionally directed spending, future plans for independent review, prior procurement processes, task force subject matter expert standards, among others. He asked the task force to consider not hiring a project manager under what he perceived to be a scope of work is developed.

For additional details, refer to the meeting transcript beginning at 0:6:19.620 (attached).

M. Doenges entered meeting at 11:12 AM

### **New Business**

None.

### **Executive Session – For the purpose of discussing one or more contracts**

*Motion: At 11:16 AM, Co-Chair Neal moved that the Task Force finds sharing information about bidder presentations and responses publicly would put the task force at a substantial disadvantage in making a decision about awarding a contract for the two successful bidders; 2<sup>nd</sup> by Ron Kumetz. There was no discussion and the motion passed unanimously.*

*Motion: At 11:17 AM, Barb Neal moved that the task force enter into Executive Session for the purposes of discussing one or more contracts; 2<sup>nd</sup> by Jennifer Morrison. The motion passed unanimously.*

Executive Session was entered at 11:18 AM. Task Force Members Barb Neal, Jennifer Morrison, Paul White, Ron Kumetz, Jim Mack, Mike Doenges, and clerk, Cally Audet attended.

*Motion: Jim Mack moved that the task force exit Executive Session; 2<sup>nd</sup> by Paul White. The motion passed unanimously.*

Executive Session ended at 11:37 AM.

### **Potential Action(s) as a Result of Executive Session**

*Motion: At 11:40 AM, Jennifer Morrison motioned to proceed with awarding the contract for legal counsel based on discussion in executive session that the process be put in motion; 2<sup>nd</sup> by Ron Kumetz. No further discussion, motion passed unanimously.*

Co-Chair Morrison made a note that to date the task force had voted to begin the process of contract negotiations for project management RFP and had voted in this meeting to begin the process to award the legal counsel RFP. She stated that due to the large scope and investment of the system design RFP, the task force would wait to award the successful bidder until the first two contracts were finalized. With that, the award for the system design RFP would not be awarded until after the new year.

The Chairs expressed their gratitude to members of the public who have remained patient with the Task Force throughout this process.

### **Set Next Meeting Date and Adjournment**

The next meeting was scheduled as a regular meeting for Tuesday, December 19, 2023, at 1:00 PM.

*Motion: There being no further business, Co-Chair Morrison made a motion to adjourn; 2<sup>nd</sup> by Jim Mack. There was no further discussion and the motion passed unanimously. The meeting adjourned at 11:43 AM.*

Respectfully submitted,

Cally Audet  
Cally Audet, Clerk

12/11/23  
Date