

STATE OF VERMONT
PUBLIC SAFETY COMMUNICATIONS TASK FORCE

Regular Meeting No. 16 – Meeting Minutes

January 10, 2024

Via Microsoft Teams

11:16 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
Michael Wright, CEO of Calnex Ambulance

Task Force Members Absent

Others Present

Cally Audet, Task Force Clerk
Phillip Sisk, Mission Critical Partners
Stephen Whitaker
Jay Gagne, Windham County Sheriff’s Dept.
Jim Morgan, Altairis Technology Partners
Rick Burke, Televate
Dominick Arcuri, Televate
Richard Townend, Altairis Technology Partners

Approval of Agenda

Co-Chair Neal proposed adding an agenda item for an introductory presentation by the Televate team following the approval of the minutes and before the review of the draft legislative report.

Motion: At 11:21 AM, Paul White moved to accept the agenda as amended; 2nd by Jim Mack. Motion passed unanimously.

Approval of Minutes

- 01/03/2024 – Regular Meeting No. 15

Jim Mack noted a proposed edit to the dates reflected in the Review of Draft Report to Legislature section; correction has already been made.

Motion: At 11:23 AM, Jim Mack moved that the task force approve the minutes listed on the agenda as amended; 2nd by Co-Chair Morrison. Motion passed; Paul White abstained.

Into from Televate Team:

Mike Doenges entered the meeting at 11:24 AM.

Co-Chair Neal introduced and opened the floor to Televate team members, Dom Arcuri and Rick Burke, who were recently selected as the successful vendor to assist the Task Force with project management duties.

Members of the Televate team provided introductory comments and a brief presentation to satisfy the kickoff meeting requirement of their agreement, starting with introductions from each of the task force members. Dom and Rick provided an overview to include a breakdown of support staff on the project management team, as well as their intended methods for data collection and analysis, design, and implementation.

Further discussion took place regarding desired methods for documentation creation, record keeping and sharing, as well as scheduling for updates from the project management team to both the task force and the stakeholders. There was discussion regarding the need for flexibility in project planning and what the desired outcomes of that process might look like.

When discussing RFP review, a clarifying note was made sharing that the regional dispatch RFPs touched on in prior statewide working group developments are no longer being utilized, and that the RFPs that this task force would need assistance in reviewing pertain to requests solicited for subject matter experts and system planning.

Paul White shared a clarifying note with the Televate team that the Public Safety Communications Task Force while chaired by members of the Department of Public Safety (DPS), the task force itself is not a part of DPS.

There was agreement among Televate and task force members that additional conversations will be needed regarding methods of communication, scheduling, meeting cadence, etc. in the future.

For additional details on the presentation and discussion, please see the meeting transcript (attached) beginning at 0:6:12.340.

Review of Report to Legislature

Co-Chair Neal reintroduced this topic, as initial conversation began at the task force meeting held on January 3, 2024. She shared that an updated version of the draft report had been circulated to task force members earlier in the week reflecting previously discussed edits.

Members recommended that the date of today's kickoff project manager presentation be added to the report as it had officially taken place.

Co-Chair Morrison noted that as a result of prior conversation with Chair McCarthy last week when testifying, the task force should add comments to their report reflective of legislative changes they might like to see during this legislative session. The following items were proposed recommendations for legislative changes to be added to the report:

- Defined mechanisms for the task force to request access to the second \$1M of funding as needed during 2024.
- Language that requires Vermont agencies to comply with other sections of Act 78, in providing available information on the inventory of equipment.

Additional conversation was had regarding the implementation either legislatively or among the task force regarding potential language requiring standardization of billing mechanisms at a future date.

Motion: At 12:08 PM, Paul White made a motion to authorize the chairs and vice chair to complete the appropriate final touches of the report prior to submitting the document to the legislature; 2nd by Jim Mack. No discussion, motion passed unanimously.

Public Comment

Co-Chair Neal opened the floor to public comment, giving a ten-minute limit.

Stephen Whitaker expressed his concerns with items he felt had been omitted from the legislative report, the perceived lack of due diligence in the selection of a project management team, various perceived policy issues, as well as overall task force representation. He requested noted items of concern be topics for conversation at future task force meetings.

For further details, please see the meeting transcript (attached) beginning at 0:52:33.620

Co-Chair Neal noted that the chairs and the vice-chair could have further discussion around the policy issues Mr. Whitaker discussed.

New Business

Jim Mack requested an update on legal counsel RFP currently in progress. Co-Chair Morrison shared that as of that morning there had been no further development, and the Attorney General's office is still working on addressing any conflicts of interest, if any.

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

Motion: At 12:19 PM, 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; 2nd by Co-Chair Morrison. There was no discussion and the motion passed unanimously.

Motion: At 12:19 PM, Barb Neal moved that the task force enter into Executive Session for the purposes of discussing one or more contracts and invite Televate team members as well; 2nd by Jim Mack. The motion passed unanimously.

Executive Session was entered at 12:19 PM. Task Force Members Barb Neal, Jennifer Morrison, Paul White, Ron Kumetz, Jim Mack, Mike Doenges, Michael Wright and clerk, Cally Audet attended as well as Televate team member, Rick Burke.

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

Executive Session ended at 12:54 PM.

Potential Action(s) as a Result of Executive Session

None.

Set Next Meeting Date and Adjournment

The next meeting is scheduled as a regular meeting for Wednesday, January 17, 2024, at 11:15 AM. This meeting has been extended to a 90-minute meeting, with one hour dedicated to executive session.

A special meeting will be held from 11:15 a.m. to 1:15 p.m. on Wednesday, January 24, 2024.

The regularly scheduled meeting on Wednesday, January 31, 2024, has been extended to a two-hour meeting beginning at 11:15 a.m.

Motion: There being no further business, Michael Doenges made a motion to adjourn; 2nd by Jim Mack. There was no further discussion and the motion passed unanimously. The meeting adjourned at 12:58 PM.

Respectfully submitted,

Cally Audet
Cally Audet, Clerk

01/12/24
Date