

STATE OF VERMONT
PUBLIC SAFETY COMMUNICATIONS TASK FORCE

Regular Meeting No. 19 – Meeting Minutes

February 14, 2024

Via Microsoft Teams

11:17 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
Mike Doenges, Mayor, Rutland City
James ‘Jim’ Mack, Shelburne Dispatch
Ron Kumetz, VSFA
Michael Wright, CEO of Calnex Ambulance

Task Force Members Absent

Others Present

Cally Audet, Task Force Clerk
Kim Cheney
Stephen Whitaker
Rick Burke, Televate
Dominick Arcuri, Televate
Richard Townend, Altairis Technology Partners
Senator Irene Wrenner, Chittenden North District

Approval of Agenda

Motion: At 11:22 AM, Co-Chair Neal moved to amend the agenda to remove the executive session agenda item; 2nd by Jim Mack. No discussion, motion passed unanimously.

Approval of Minutes

- 01/31/2024 – Regular Meeting No. 18

Motion: At 11:22 AM, Ron Kumetz moved that the task force approve the minutes as written; 2nd by Mike Doenges. Motion passed unanimously.

Project Status Update

Co-Chair Neal provided an update to the system planning draft contract; sharing that the draft contract was sent to the selected vendor on Monday, February 12, 2024, and the task force is awaiting their response.

Co-Chair Morrison provided a brief overview to attendees regarding weekly status reports received by Televate, the Task Force's project management team. She shared that these reports have been submitted in draft form to date as priorities have been rapidly changing. The Co-Chairs and Televate team utilized this time to solicit feedback from task force members on various items such as form content, distribution methodology, the report review process, and public postings of said reports.

Stephen Whitaker requested an email copy as he does not have visual, only audio meeting capabilities. Co-Chair Neal agreed to forward a copy to Mr. Whitaker.

Televate team member, Dom Arcuri shared a copy of a draft weekly status report for attendees to view and provided an overview of the team's approach in drafting the current weekly status reports. Information captured in these reports include a draft of the project schedule, accomplished and planned activities, draft project plan to be integrated into the final project plan set forth by the system planning vendor, action items, list of risk items, as well as an issue management summary.

The Chairs opened the floor to questions and/or comments from Task Force members.

Paul White inquired about the risk/issue list asking if as risks turn to issues if they would remain on the list, or if that item would drop off once the issue had been resolved. Dom Arcuri explained that the item will remain on the list for an additional reporting period for visibility, but then will drop off and be archived. Televate team member, Rick Burke, also shared that this process remains true for the action item list as well.

Michael Wright inquired if the weekly status reports would be distributed via email or stored in the Task Force SharePoint. Co-Chair Morrison stated that they are looking for the task force members to weigh in on this matter. Paul White stated that either method of distribution was okay with him, however shared that if it is posted to SharePoint, he would like email reminder that there is a document ready for review; Ron Kumetz and Jim Mack agreed.

Co-Chair Neal asked the group for their opinion on when they felt the report should be posted online for public consumption; in draft format upon receiving the document from Televate, or after the task force has reviewed the report and approved its content. Co-Chair Morrison raised the point that depending on the Task Force's decision on future meeting cadence the plan for public distribution may need to be discussed further. No final decision was made on this matter, further discussion is to be had.

No further comments

Public Comment

Co-Chair Neal opened the floor to public comment, giving each participant wishing to share three (3) to four (4) minutes each.

Senator Irene Wrenner expressed her wariness regarding the ability of expensive projects to bear good fruit in the State of Vermont, while sharing her understanding of prior state projects that may be perceived as unsuccessful. She shared examples of past projects such as transferring Valcour from a record system into a CAD dispatch system, as well as a lifeline system where both federal grant and congressionally directed spending funds were allocated to projects that have been interpreted by some as wasted money.

She provided an overview of her involvement with regional dispatch in Chittenden County, and her continued research into the basic issues and challenges that the towns in Chittenden County face. She expressed concern regarding the selection of projects or vendors to date, and also shared that she had introduced an amendment last Friday on the Senate floor that suggested some course corrections to the task force's current process.

Senator Wrenner also asked attendees to note that to date it is her understanding that the current project activities had been deemed unrelated to information technology, which she felt was of concern. She explained the definition of information technology activities and noted statutory stipulations for reporting requirements and independent reviews, and asked the task force to consider affirming what was being done with the \$9 million and/or \$11 million of grant money.

Kim Cheney addressed members of the Televate team, asking how they intend to address local governance in their weekly status reports, and expressed concerns regarding public transparency in task force discussion. Televate team member, Dom Arcuri thanked Mr. Cheney for his comments and clarified that governance and cost share is a major part of the project scope.

Stephen Whitaker shared that he believed the weekly report needs should be sent out to subscribed users on a routine basis regardless of draft or final status to maintain transparency. He thanked Co-Chair Neal for forwarding him the draft weekly status report for review, and expressed concerns that he felt the report was sparse and did not appear to encompass what he believed to be the required information.

He also shared additional concerns regarding transparency as the reports are only currently being shared verbally to the Co-Chairs, and he did not feel there was ample evidence of the last five (5) weeks of work completed. Mr. Whitaker expressed concerns regarding the process for independent review and vendor solicitation for such matters, the process for utilizing congressionally directed spending, and his perceived lack of due diligence in project management selection.

For additional details on all public comments, please refer to the meeting transcript (attached) beginning at 0:19:7.0.

New Business

Co-Chair Morrison shared with task force members that she will be seeking to distribute an updated plan for the proposed expenditure of the \$9 million in congressionally directed spending. The Chairs anticipate

sharing that next week, likely on Tuesday. She stated that this item will be up for discussion at the next meeting, as she would like to seek task force input regardless of whether or not it's statutorily mandated.

No further comments.

Set Next Meeting Date and Adjournment

The next meeting was scheduled as a regular meeting on Wednesday, February 28, 2024, at 11:15 AM. Special meetings will be scheduled as necessary.

Motion: There being no further business, Jim Mack made a motion to adjourn; 2nd by Paul White. There was no further discussion and the motion passed unanimously. The meeting adjourned at 11:55 AM.

Respectfully submitted,

Cally Audet
Cally Audet, Clerk

02/15/24
Date