

## STATE OF VERMONT PUBLIC SAFETY COMMUNICATIONS TASK FORCE

### Regular Meeting No. 31 – Meeting Minutes

August 7, 2024

Via Microsoft Teams

#### **11:17 AM - Call to Order**

Co-Chair Morrison 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**

Jennifer Morrison, Public Safety Commissioner, Co-Chair

James ‘Jim’ Mack, Shelburne Dispatch

Ron Kumetz, VSFA

Paul White, Regional Dispatch Working Group, Vice-Chair

Mike Doenges, Rutland City Mayor

Michael Wright, CEO of Calnex Ambulance

#### **Others Present**

Cally Audet, Task Force Clerk

Dominick Arcuri, Televate

Rick Burke, Televate

Rance Duffy, Mission Critical Partners

Steve Badgio, Mission Critical Partners

Stephen Whitaker

Senator Irene Wrenner, Joint Information Oversight Committee

#### **Approval of Agenda**

*Motion: At 11:18 AM, Mike Doenges moved that the Task Force approve the agenda as written; 2<sup>nd</sup> by Ron Kumetz. Motion passed unanimously.*

#### **Approval of Minutes**

- 07/31/2024 – Special Meeting No. 17

*Motion: At 11:19 AM, Mike Doenges moved that the Task Force approve the minutes as written; 2<sup>nd</sup> by Ron Kumetz. Motion passed unanimously.*

## **Regional Town Hall and Community Listening Session Planning Discussion**

Co-Chair Morrison shared that she did not have an opportunity to send a draft Regional Town Hall plan to Task Force members prior to the meeting as planned. She also shared that this agenda item was placed prior to public comment to allow members wishing to provide feedback the opportunity to weigh in during their public comment.

Co-Chair Morrison shared the proposed locations for the Regional Town Hall meetings as follows:

- Northwest regional town hall to be held at the Vermont State Police barracks in St Albans,
- Northeast regional town hall to be held in Northern Vermont Regional Hospital conference room,
- Southwest regional town hall to be held at the Vermont Fire Academy in Pittsford, and
- Southeast regional town hall to be held at the Vermont State Police Westminster Barracks.

Co-Chair Morrison shared that these details are not yet set in stone, and the Chairs are open to other options that are able to accommodate up to 50 people, as well as a facility that will accommodate virtual participation. She also shared that the group is looking to host at a variety of locations to allow for a variety of stakeholders to feel comfortable participating in their natural environment.

The proposed dates for the Regional Town Hall meetings up for discussion were:

- September 10<sup>th</sup>, 11<sup>th</sup> and/or 12<sup>th</sup>
- September 16<sup>th</sup> and 19<sup>th</sup>

Co-Chair Morrison raised a variety of options for meeting dates and times to include offering both daytime and evening meetings, as well as the possibility of holding concurrent meetings in different parts of the state at the same time with Task Force representatives present at both locations. The only logistical item known for certain to date is that there is to be a remote participation option.

Co-Chair Morrison asked Task Force members to share their thoughts on what days and times the Regional Town Hall meetings should be scheduled, as the priority was to nail down the dates, times and places. She also asked Rance Duffy of Mission Critical Partners (MCP) to provide input on the logistics.

Rance Duffy provided the following comments and clarifications:

- He confirmed that the currently proposed meetings dates were 9/10-12, 9/16 and 9/19. Co-Chair Morrison confirmed, Mr. Duffy stated he was agreeable to these dates.
- He shared that MCP intends to moderate meetings with the support of TeleVue and Task Force members. MCP will have two (2) people to moderate and would be okay with divide and conquer approach.
- He shared that MCP would need to meet with subcommittees to iron out logistics and meeting flow and content. He also shared that MCP would take care of most of the logistics.
- He reiterated that regional town halls intended audience would be public safety personnel, and community listening session intended audience would be public participants; so, they could hold these meetings on the same day, however, are different formats. Co-Chair Morrison recommended completing the regional town hall meetings and soliciting feedback from public safety personnel

prior to moving onto public listening session and is looking for feedback from the Task Force members on that approach.

Co-Chair Morrison opened the floor to thoughts from the Task Force members.

Paul White provided the following comments:

- He was pleased to see not all proposed locations were at Vermont State Police barracks.
- He agreed to go with the flow, however, was not in favor of holding two (2) concurrent town hall meetings, stating that some people may attend a regional meeting in a different part of the state if very invested and unavailable on a different date. Co-Chair Morrison asked Mr. White's opinion on holding a variety of daytime and nighttime meeting opportunities. He stated that he felt this was a better option than holding concurrent meeting.

Co-Chair Morrison added that the intent is not to get these meetings out of the way, however the Task Force is working to be cognizant of the fact that many of the participants might be on a volunteer department and may be unable to get time off to attend these meetings, while at the same time being mindful that evening meetings might compete with other local priorities.

Michael Wright provided the following comments:

- He recommended that if the meetings are going to offer a remote component, the group could consider holding two (2) in the mornings and two (2) in the evenings to give a variety of options.
- He also recommended that the meetings be recorded so those who missed out could watch after the fact and provide feedback.

Ron Kumetz provided the following comments:

- He shared that he felt the remote access lends a new approach to getting more participation. He is hoping this will drum up a number of participants that may have not participated in the past.
- He also pointed out an anticipated problem with those who fail to communicate what they want and later being upset if an alternate decision is made. He shared that he felt there needed to be a clear but respectful message put forth that Task Force members are willing to listen, however, if they do not participate, they have opted out of providing a say on the ultimate decision.

Rance Duffy shared that MCP hopes to have as many Task Force members at the meetings as possible to discuss the purpose of this project with participants. Although possible, without Task Force members present at the meetings, there is a need for follow up and may delay correspondence.

Co-Chair Morrison asked the Task Force subgroup on meeting planning to consider utilizing a meeting functionality to provide the ability for participants to text their suggestions or responses to a number or application throughout the meeting to allow participants who might feel more comfortable remaining anonymous while sharing feedback. There are applications that allow meeting facilitators to ask questions and receive feedback through text message.

Co-Chair Morrison asked Rance to send her a calendar invite for Friday or Tuesday to discuss logistics.

Dom Arcuri inquired if all necessary action items were covered during the discussion. Co-Chair Morrison shared that the dates were not officially decided on yet, but they will need to confirm with the desired locations that their facilities are available on the proposed dates before solidifying the dates.

Rick Burke added that it might be worth circulating a doodle pole to gauge availability for Task Force members and project management team members for these meetings.

### **Public Comment**

Co-Chair Morrison opened the floor to public comment.

Stephen Whitaker provided the following comments:

- He did not understand why the Task Force was allowing time to receive public comment on items discussed prior to public comment, as he did not feel the comments would be further discussed after public comment.
- He shared that he has put many items on the table for the Task Force to discuss to include the topics of the RFP for legal counsel, concerns with records management systems, planning for failover, confidentiality, etc., however felt that none of the items have been acted on.

### **Project Updates:**

Dom Arcuri from the Televate project management team provided the following project updates:

- The team remains in the midst of data collection as planned.
- 14 site visits have been completed as of last Friday (8/2/24). MCP has increased their number of teams to meeting schedule deadlines.
- The team is in the process of completing data collection on RF infrastructure throughout the state, and have held meetings with major radio vendors, as well as Radio Technology Services to discuss data collection on the number of channels being utilized throughout the state.

Rance Duffy from the Mission Critical Partner team provided the following updates:

- He reiterated that the MCP teams are out completing site visits and will be back in state next week to finish. A few locations needed to reschedule due to a variety of reasons, but the team(s) continue working on getting those rescheduled.

### **New Business**

No new business.

### **Confirm Next Meeting Date and Adjournment**

The next regular meeting will be held on Wednesday, August 21<sup>st</sup>, at 11:15 AM.

Website: <https://dps.vermont.gov/committees-boards/communications>

Email: [DPS.PSCTaskForce@vermont.gov](mailto:DPS.PSCTaskForce@vermont.gov)

It is possible that a special meeting may be needed prior to August 21<sup>st</sup>, however that is still to be determined. Once the schedule for Regional Town Hall meetings is set, a copy will be posted to the website and distributed to interested parties.

*Motion: There being no further business, Ron Kumetz 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 11:52 AM.*

Respectfully submitted,

Cally Audet

Cally Audet, Clerk

08/09/24

Date