

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

**Regular Meeting No. 36 – Meeting Minutes**

October 16, 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, Vermont E911 Director, Co-Chair  
Jennifer Morrison, Public Safety Commissioner, Co-Chair  
James ‘Jim’ Mack, Shelburne Dispatch  
Paul White, Regional Dispatch Working Group, Vice-Chair  
Michael Wright, Calnex Ambulance CEO  
Ron Kumetz, VSFA – Joined meeting at 11:43 AM

**Others Present**

Cally Audet, Task Force Clerk  
Emily Mullaney  
Philip Sisk, Mission Critical Partners  
Dominick Arcuri, Televate  
Rick Burke, Televate  
Enisled

Co-Chair Neal announced that Cally Audet would be stepping down from her role as Task Force Clerk and thanked her for her work with the Task Force over the last year and a half. She also introduced Emily Mullaney who will be taking over in the Clerk position.

**Approval of Agenda**

Co-Chair Neal proposed to include discussion of subject specific workshops being planned for the fall under the Regional Town Hall and Community Listening Session agenda item.

*Motion: At 11:23 AM, Co-Chair Morrison moved that the Task Force approve the agenda as proposed; 2<sup>nd</sup> by Jim Mack. Motion passed unanimously.*

### **Approval of Minutes**

- 10/02/2024 – Regular Meeting No. 35

*Motion: At 11:24 AM, Jim Mack moved that the Task Force approve the minutes as written; 2<sup>nd</sup> by Co-Chair Morrison. Motion passed unanimously.*

### **Regional Town Hall, Community Listening Session and Subject Specific Workshop Section Updates**

Co-Chair Neal shared that Mission Critical Partners (MCP) continues to work on sifting through the data gathered during the four town hall sessions and the data questionnaires.

Community Listening Sessions are scheduled for Tuesday, October 22 from 11:30 a.m. to 1:30 p.m., and Thursday, October 24 from 6:00 p.m. to 8:00 p.m.

These announcements were disseminated through a variety of channels to include social media postings, email distribution lists, and Front Porch Forum just to name a few. Co-Chair Morrison added that the Front Porch Forum had agreed to continue publishing the announcement until it reached 648,000 views; roughly a view from every citizen in the state.

Co-Chair Morrison announced that in addition to the two Community Listening Sessions scheduled for next week, there will be a 3<sup>rd</sup> Listening Session scheduled for some time in November. This will be advertised in a different manner. This invitation will be tailored toward anyone with language access needs to ensure that they are included in these very important conversations.

She also shared that American Sign Language (ASL) interpreters have been organized for the community listening sessions, and the landing pages for these events have been updated for folks to request additional language needs if applicable.

Paul White made a note that he had not seen any postings for the Community Listening Sessions on Front Porch Forum or any form of social media. Jim Mack echoed that he had also seen nothing on Front Porch Forum.

Co-Chair Neal shared that MCP had informed her of at least 25 individuals having registered for first session, and fewer than 10 had registered for the second session. It was also noted that some of the participants registered for both sessions.

Co-Chair Morrison shared that she had pushed this announcement out to current legislators and asked that they disseminate through their channels. Communication was sent to all media outlets as well as VLCT to push through social media and to all Town Managers.

There is a meeting in the works to finalize planning for the Community Listening session schedule. A schedule for Task Force members assignments will be sent to members as well as a link to the landing page to register for the session they will be attending in the coming days.

Co-Chair Neal shared that the planning for the subject specific workshops had begun; stating also that the topics proposed for these sessions are driven by some of the recurring themes heard throughout the Regional Town Hall sessions.

The following topics have been proposed:

- Lessons learned on previous regionalization efforts
- CAD system recommendations – proposed for the end of the sessions (J. Morrison)
- Telecommunicator or Operations focused (supervisors, dispatchers, call takers, etc.)
- Coverage (LMR, Cellular)
- Interoperability
- Governance
- Funding

Co-Chair Morrison recommended beginning the workshops with the discussion regarding lessons learned on previous regionalization efforts, and end with the discussion regarding CAD system recommendations.

Paul White, Jim Mack, Michael Wright, Barb Neal and Dom Arcuri stated they agreed with beginning the workshops with the lessons learned on previous regionalization efforts. Paul White noted that during that discussion it is important to discuss what hasn't worked, but also what has worked in the past; Dom Arcuri echoed this statement.

Co-Chair Morrison recommended waiting to host sessions not related to lessons learned until after the deadline for the inventory report, due October 25, 2024.

Ron Kumetz joined the meeting at 11:43 AM.

Further discussion took place on the proposed order of workshops.

It was recommended that the topics on governance and funding following the session on lessons learned as separate sessions. These sessions may be able to take place prior to the inventory report deadline. While discussions with/on Telecommunicators, coverage and CAD systems should come after the October 25<sup>th</sup> deadline.

Co-Chair Morrison proposed that each Task Force member take ownership of one of the topics as the liaison – “Adopt a Workshop”.

Paul White noted that he would like to clearly understand the expectations of the Task Force members in taking ownership of a topic. Co-Chair Morrison stated that members would need to build teams of subject matter experts (SMEs) for each topic, which will require front end logistic work for these sessions.

Paul White inquired if these sessions will be held in person or virtual. While some members prefer in-person meetings, they noted that it might make more sense to hold these sessions in a remoted capacity to

ensure more people are able to attend; especially if looking to gather folks statewide for these discussions. Others proposed a virtual only setting.

Co-Chair Morrison volunteered to adopt the workshop on lessons learned. The Chairs will come back to Task Force members at a later date about who is covering which topics once the timeline is more established.

### **Public Comment**

Co-Chair Neal opened the floor to public comment. No public comment.

### **Project Updates:**

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

- Planning continues for Community Listening Sessions.
- MCP continues to compile and analyze data on prior sessions and on-site visits.
- MCP shared some preliminary data with Televate, but efforts continue to finalize the data.
- A tentative schedule for the subject specific workshop is scheduled to go out to the group soon.
- The team hopes to have a draft of inventory report prior to the next meeting.

Phil Sisk from the Mission Critical Partner team provided the following updates:

- The main focus is finishing up data analysis and the wireless mapping portion of the project.

### **New Business**

Co-Chair Morrison shared that there was an article in VT Digger regarding a piece of legislation from last session that convened a group of legislators (ACT 118) regarding lack of county governance and county government, and felt that this group, including the project management team should be aware.

Co-Chair Morrison also shared that she and Ron Kumetz hosted a meeting with local fire chiefs, the Sheriff, and emergency services providers from the Islands in hopes of facilitating further discussion in a setting attendees were comfortable sharing their thoughts and suggestions. She shared that she would pass along information to MCP and Televate from this meeting to insure it is included in the overall data analysis for the project.

Co-Chair Morrison recommended that other Task Force members who have a small group of constituents that might benefit from these micro town hall type meetings, that they consider hosting them in counties they represent. This was not noted as a requirement, rather something to consider.

It was noted that these meetings should not include more than three task force members should they take place.

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

The next regular meeting will be held on Wednesday, October 30<sup>th</sup>, at 11:15 AM.

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

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

*Motion: There being no further business, Paul White 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 12:07 PM.*

Respectfully submitted,

Cally Audet

Cally Audet, Clerk

10/18/24

Date