

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

**Special Meeting No. 8 – Meeting Minutes**

November 13, 2023

Via Microsoft Teams

**10:02 AM - Call to Order and Roll Call**

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

Michael Wright, CEO of Calnex Ambulance

Ron Kumetz, VSFA

**Others Present**

Soni Johnson, E911 Board Clerk (subbing for Task Force Clerk Cally Audet)

Stephen Whitaker

Richard Townend

**Approval of Agenda**

*Motion: Co-Chair Neal moved to amend the fifth item on the agenda to read, “Big RFP response evaluations, bidder questions, and discussion of a procedural concern related to the latest posting of the Big RFP”; 2<sup>nd</sup> by Jim Mack.*

*Discussion: Paul White asked if the procedural concern was also expected to be discussed in Executive Session. (answer: yes, as it is related to contractual issues)*

*There being no further discussion the motion passed unanimously.*

**Public Comment**

Stephen Whitaker reminded task force members of comments he had sent them concerning bidder questions. He also spoke about the deficiencies of the RFP and how those deficiencies will keep vendors from being able to deliver what is needed.

**Legal RFP Status**

Co-Chair Morrison advised members that the Legal RFP was reissued last week. The RFP was also forwarded to assorted association groups and the VT Bar Association.

**Big RFP Response Evaluations, Bidder Questions, Discussion of Procedural Concern Related to the Latest Posting of the Big RFP (Executive Session)**

*Motion: Co-Chair Neal moved that the sharing of information about bidder presentations and responses publicly would put the task force at a substantial disadvantage in making a decision about awarding a contract to the successful bidder for the Big RFP; 2<sup>nd</sup> by Co-Chair Morrison. There was no discussion and the motion passed unanimously.*

Public Comment: Stephen Whitaker stated that the procedural issue must be identified, and that just stating the existence of it isn't enough to warrant going into Executive Session. Co-Chair Morrison advised that the details of the procedural issue will be discussed in Executive Session with any Task Force findings discussed in the public meeting when Executive Session has ended.

*Motion: Co-Chair Neal moved that the task force enter into Executive Session for the purpose of discussing Big RFP response evaluations, bidder questions, and a procedural concern related to the latest posting of the Big RFP; 2<sup>nd</sup> by Jim Mack. The motion passed unanimously.*

Executive Session was entered at 10:13 AM. All task force members present, acting clerk Soni Johnson, David Borsykowsky (Office of the Attorney General), and Tucker Jones (Dept. of Public Safety) attended.

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

Executive Session ended at 11:07 AM.

**Big RFP Next Steps**

Co-Chair Morrison advised that members recently learned the term "reposted" was not clearly understood by all interested vendors. To make sure that all interested vendors have an opportunity to submit a bid, the current posting of the Big RFP will need to be cancelled and a new posting issued. Any vendor who submitted a bid for the prior posting will need to submit bids in response to the new posting. All vendors will receive an email later today with clear instructions on the path forward. Co-Chair Morrison also advised that the meeting scheduled for 11/17 (for vendor presentations) has been cancelled.

*Motion: Co-Chair Morrison moved that the Task Force cancel the existing Big RFP and then reissue the Big RFP for the minimum required time of five business days; 2<sup>nd</sup> by Paul White.*

*Discussion: Stephen Whitaker asked if the Task Force had already voted to come out of Executive Session. He was advised that the Task Force took the vote to end Executive Session before reopening the regular session of the meeting. There was no further discussion and the motion passed unanimously.*

**Adjournment**

*Motion: There being no further business, Co-Chair Neal made a motion to adjourn; 2<sup>nd</sup> by Jim Mack. There was no discussion and the motion passed unanimously. The meeting adjourned at 11:12 AM.*

Respectfully submitted,

Soni Johnson  
Soni Johnson, E911 Board

11/15/23  
Date