

**Valcour Gov Board**  
**4/12/2023**

Attendees: Adam Cohen, Jen Beane, Mark Anderson, Eric Shepard, Michelle Hunt, Michael Manley, Commissioner Jen Morrison, Justin Stedman, Matt Sullivan, Monica Weeber, Ben Webster, Betty Wheeler, Robin Joy, Steve Laroche, Vegar Boe

**Call to order**  
1000

**Approve Minutes**  
Justin motion, Michael seconded  
Passed unanimously

**Randolph PD - ratification**  
Used to be a PD but has closed, they had an ORI number and met VCIC requirements. Were an agency, dissolved but then re-created themselves and now Barre City PD is dispatching/covering.  
Eric - Motion to ratify letting Randolph PD on Valcour  
Michael – seconded  
Discussion – police budget failed, but have funding until 6/30/23. Instead of 24/7 will be part time coverage. Want to make sure that user names stay in.  
Passed unanimously

**Flat File**  
Robin – get consistence data from PD about what they are doing for both NIBRS and non-NIBRS information. Info to apply for grants.  
Previously had gotten permission from both Valcour and VIBRS boards and began extracting data with Search. All historical closed data for research. May or may not be working with the little Spillman group but Search doesn't have access to that data, so determining what the burden on little Spillman agencies would be.  
Commissioner Morrison is in favor of releasing the flat file if it is the same thing that was originally agreed upon.  
Only change in Valcour would be to include the non-NIBRS fields since Spillman originally agreed to but Valcour hadn't expanded to that.  
Com Morrison – supportive but do not want to send the message that it has a high priority for CrossWind if development/coordination needed.  
Who is funding? Com Morrison – Assume it would come out of contract with CrossWind that the State would be covering.  
Any grants? Robin – sort of, there was originally a grant for Robin's team. Did not have money set aside for CrossWind to be doing this. Potentially could be something Betty could pull but would have to check with CrossWind to see if any data was being sanitized or if any data fields have changed.  
Passed unanimously

**VGB Makeup – Charter Discussion Update**

VGB Discussion	VSP proposal
1. Two representatives the Department of Public Safety (or its successive entity)	Two representatives the Vermont State Police
2. Two representatives from VACOP local/municipal police departments	One representative of the DPS/Commissioner's Office
3. Two representatives appointed by the Sheriffs' Association.	ADS
4. One representative from one different Law Enforcement State Agency or Department not including the Department of Public Safety.	One representative from one different Law Enforcement State Agency or Department not including the Department of Public Safety.
5.	
6. One representative that works in multi-discipline dispatching (Fire, EMS, LE)	One representative that works in multi-discipline dispatching (Fire, EMS, LE)
7. The Chair of the Program Managers	The Chair of the Program Managers
8. Two At-large (over 20 employees) Geographically distributed	Two At-large (over 20 employees) Geographically distributed
9. Two At-large (20 employees or less) Geographically distributed	Two At-large (20 employees or less) Geographically distributed
10.	Two representatives from VACOP local/municipal police departments
11.	Two representatives appointed by the Sheriffs' Association.

Com Morrison – suggest keep number at 13, recommend the DPS have 3 seats instead of the 2 that are allocated to VSP, number of at large seat is reduced to 3 allocated as determined by VGB. 95% likely move to have dispatching come out of VSP and being their own entity.

VGB Discussion	
1. Two representatives the Vermont State Police	Mike Manley Craig Gardner
2. Two representatives from VACOP local/municipal police departments	Eric Shepard Matt Sullivan
3. Two representatives appointed by the Sheriffs' Association.	Mark Anderson Tammy Lacourse
4. One representative from one different Law Enforcement State Agency or Department not including the Department of Public Safety.	Justin Stedman
5. One representative that works in multi-discipline dispatching (Fire, EMS, LE)	Michelle Hunt
6. The Chair of the Program Managers	Jen Beane
7. Two At-large (over 20 employees) Geographically distributed	Betty Wheeler Adam Cohen
8. Two At-large (20 employees or less) Geographically distributed	Steve Laroche Larry Eastman Vegar Boe

**Non-voting**

- ADS
- VCIC Auditor
- DSAS
- Crosswind

Com Morrision – Commissioner’s office is footing the bill so think it is appropriate to have representation on the board.

Betty – can we reword #7 & #8 to say three total and at least

Justin – How does one person from the commissioner’s office effect this? Com: three positions coming from the DPS strikes a better percentage value to the whole Valcour community. Is the balance solely is representation because 3/13 can’t sway a vote? No, bumping up the aggregate number of DPS voices going onto the board since they are footing the bill and should have a louder voice due to the number of users DPS has in Valcour.

Seems it would be a moot point to create an offshoot of the VGB for ADS since neither hold the contract, DPS does. What would the benefit of having a business group be since the only business relationship with CrossWind is through DPS.

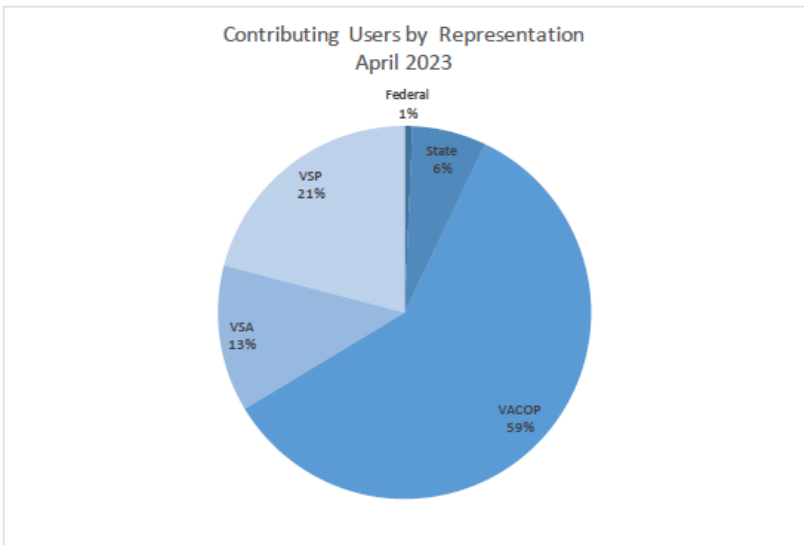
As currently imagined by the VGB, DPS only has a 15% representation and with three seats it would be a 23% representation.

Eric – raised concern that DPS already fills other seats and could fill up to three extra seats.

Steve – who selects the at-large seats? Historically the VGB takes recommendations for an empty seat but not sure what is currently captured in the contract. (Will need to come back to and do a charter change for that.) Think no matter how it breaks up, no individual organization should be allowed to have majority.

**Roles** (Multiple Items)

Type	Contributing Users	% of Total	VGB proposal with current membership	DPS proposal 1 with current members
Federal	12	1%	0%	0%
State	113	6%	8%	8%
VACOP	1045	59%	46%	38%
VSA	224	13%	15%	15%
VSP	369	21%	31%	38%
<b>Grand Total</b>	<b>1763</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>



Want to add language that no entity can have a majority of the VGB's membership. Common thread is we want diversity and fairness.

Justin – don't see it being unreasonable to be three seats.

Michelle – If VGB has to approve or pick then could have discussions at that point and address concerns on who is or is not approved by the board. 2/3 majority vote on the six positions on the VGB that are not appointed.

Eric – how do we prepare this for the future? Mark – maybe every three years we review the bylaws and the agency heads ultimately decide. How do we keep everyone together and evaluate if the make up of the board still meets needs?

Steve – stagger appointments

Current proposal:

VGB Discussion	
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4. One representative from one different Law Enforcement State Agency or Department not including the Department of Public Safety.	Justin Stedman
5. One representative that works in multi-discipline dispatching (Fire, EMS, LE)	Michelle Hunt
6. The Chair of the Program Managers	Jen Beane
1. One from the Commissioner of Public Safety's Office	Betty Wheeler Adam Cohen
7. Three At-large members from Geographically distributed; (1 over 20 employees, 1 under 20, 1 from either)	Steve Laroche Larry Eastman Vegar Boe

**Non-voting**

ADS

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Crosswind

We are going to need at least one person to volunteer to leave the board because we currently have 14 members for the thirteen representatives.

Move onto how the positions are picked:

#1: Two reps from VSP – appointed by the by the Director of VSP

#2: Two representative appointed by VACOP

#3: Two representatives appointed by the Sheriff's Association

#4: 2/3 vote of VGB

#5: 2/3 vote of VGB

#6: appointed by Valcour PMs

#7: one from the Commissioner of Public Safety's office by the Commissioner

#8: 2/3 vote of VGB

Matt – Should we still have a 2/3 majority vote to approve the appointments of #1, 2, 3, 6, and 7?

Mark – Change language from appointed to nominated.

#4, 5, and 8 – nomination by the board and if there is no nomination the Chair could reach out to see if there are any interested parties. Confirmed by 2/3 members of the board.

Any member of the board can make a recommendation for a new member.

Informal vote now since need an attorney to help with the language.

Straw poll: All present approve direction

Mark with reach out to attorney to draft charter change on membership and review charter every x years but not include a dissolve date.

### **Names De-Duplication Process**

Name tables have been being created inaccurately by users for whatever reason. Name de-dup role was being used incorrectly by users who didn't know how to correctly de-dup names. CrossWind is now only allowing x number of users to de-dup names.

Betty – we need to be able to designate who we allow can or cannot duplicate our own data

Mark – CrossWind enacted the limitation due to an emergency situation on the data being poorly handled and no gatekeeper.

Eric – I like that there is a gatekeeper since not all users/agencies seem to understand the implications of giving that role to users.

Justin – From an agency who has more roles than needed because of specific job it would be nice if could have less power because have too much but can't have less do to the functions needed for daily job.

Juveniles – nothing in the training to address this and this was specifically an issue that was being seen.

Mark will come up with a draft on access to name de-dup role and communicate with CrossWind.

### **Adjournment**

Motion by Vegar

Seconded by Justin

Passed unanimously 1127