

**Valcour Gov Board**  
**11/13/2024**

Attendees: Adam Cohen, Jen Beane, Lindsay Bonesteel, Jeff Trightes, Christiana Coyner, Eric Shepard, Benjamin Herrick, Michelle Hunt, Michael Manley, Loretta Stalnaker, Justin Stedman, Betty Wheeler, Matt Sullivan, Mark Anderson, Katrina Riley

Missing: Shawn Loan, Nathan Harvey

Call to order at 1002

**Approve minutes – October**

Motion to approve the minutes as written by Loretta

Seconded by Justin

Approved unanimously

**Request from Dept of Health**

Social Autopsy report, same request that Jeff asked for last month except looking for VT residents who died in VT by overdose for 2022 and 2023. Looking for date, type of interaction, person role, looking for data from 01/01/2021 to 12/31/2023. This project is about 500 people and last month's project was about 260 people. It took Betty about 40 hours to put together the data he needed for the 260, so this would be about twice the workload.

Is this data available through the ME's office. They have already compiled the list from the ME's office. People who passed away due to OD and are looking for interactions with LEO the year leading up to their death.

Area of concern: Likelihood that a person involved in an OD is part of an active investigation. – Data doesn't pull from a specific agency, just says the (1) type of incident, (2) the date of the incident, and (3) the role of the person

Area of concern: Who is going to complete this manual process? There is not any way to automate this process. You are looking for a person type that is not a common factor across all Valcour agencies – therefore manual searching is required.

Does anyone have an issue with the release and sharing of the data / the spirit of the request? No, it's the manpower required to fill this request. Is there a potential funding? It is through a CDC grant, but not entirely sure because they are just the analysts so cannot allocate funds.

Looking for data by the end of March, so there isn't an urgent rush to get the data right away.

Do we table until we get the commissioner's guidance or do we approve the request with the caveat of coordinating with the commissioner's office?

Motion by Betty to approve the request of the OD death data looking for (1) type of incident, (2) the date of the incident, and (3) the role of the person from 01/01/2021 until 12/31/2023 with the caveat of working with the commissioner's office to determine who does the work and if any compensation is needed.

Seconded by Adam

Approved unanimously

### **Board Vacancy – Nominations?**

Chris Coyner is interested. UVM PD is up to 25 sworn, but they have under 20. If multiple agencies were interested then maybe we would defer to one that is under 20 for total positions. One end we want to make sure we adhere to the roles but we also want to be flexible to who is available and meet the spirit of it as close as we can.

Been with UVM PD since 2006 as sworn until 2016. Came back in 2019 as a full time dispatcher. Did a short stint with CrossWind as a part time trainer but currently not associated with them. Part of Burlington PD's initial creation of Valcour. UVM PD joined Valcour in 2013 and Chris has been active as the program manager.

Michael asks for more time to consider. We will plan to take a vote next meeting. No action currently taken.

### **Sanctions Policy – Emailed by Mark on 10/9**

Background is that we had a process that has adapted over the years. Historically the proactive has been to resolve issues at the lowest level. VGB has not had to actually deal with anything at the VGB level and agencies have always have been able to sort out at the agency level. VGB is responsible of making sure that Valcour is following CJIS standards. Offending agency needs to let VGB know that the issue was resolved. If offended agency is not satisfied then the VGB would get involved and assign someone to conduct an impartial investigation. Curiosity or friendships are usually the way that people get into trouble, only a handful of complaints during Mark's tenure and all resolved between the two agencies.

Proposed policy: Ensure appropriate use of the system and allow complaints to be dealt with at the lowest level.

Good outline, will add a policy statement, and clean up the document. We will reconvene for a vote on a final document next meeting.

### **Juvenile names policy check-in – Status of new features**

Need to check in if CrossWind but appears the functionality is live.

Functionality worked historically for juveniles but what should we do for youthful offenders because it is a manual box that has to be checked since no way to automate it.

VGB could send out a message with guidance or a policy. Finalize the policy first then send out a recommendation that agencies go back and check their historical data.

Finalizing the policy and checking to make sure it is working correctly in Valcour: Michelle and Betty. They will reach out and include Ashlee White since she helped CrossWind with the development and testing. Michelle and Betty will try to come up with a draft to review next meeting.

### **Request for access by Fire/EMS providers**

How do we get Fire/EMS their own data? Suggestion that they could have access to only their ORI but they could then see LE data in related incidents that autopopulates. What data are they looking for? If it is just the call type, date/time, and address then CrossWind already has the functionality for that. Valcour was developed for LE data and letting other types of agency onto the system has the potential for disaster.

CrossWind already has a way to have the run times sent to an email. Agencies pick what email, suggestion would be set up a group email. Seems like a configuration and agency issue, because agencies do not know what features are actually available for them, seems like an education issue. Do not need to vote because we already have a policy (ORI and secure connection). Eric will respond with making sure that Fire/EMS is working with their dispatch / Program Manager to help them set up the correct reports to the correct email address and overall help educate.

**Executive Session, as needed**

Motion to enter executive session by Betty, citing possible violation of access

Seconded by Loretta

Passed unanimously

Entered executive session at 1104

Left executive session at 1140

Motion to adjourn by Ben

Seconded by Loretta

Adjourned at 1141