

**Valcour Gov Board**  
**12/14/2022**

Attendees: Kevin Kadish (DEA), Jen Beane, Adam Cohen, Mark Anderson, Eric Shepard, Craig Gardner, Michelle Hunt, Jim Lipinski (ADS), Michael Manley, Kim Prior, Justin Stedman, Ben Webster, Betty Wheeler, Steve Laroche, Larry Eastman, Tim Charland (Crosswind), Commissioner Jennifer Morrison

Missing: Matt Sullivan, Vegar Boe, Tammy Lacourse, Ryan Brady

**Call to Order**  
1001

**Agenda Addition**  
Moved by Mark, seconded by Mike  
Approved unanimously

**Approve Minutes**  
Motion by Michelle, seconded by Betty  
Approved unanimously

**Hartford Dispatch Access**  
Tabled, no one present

**DEA Access**  
Kevin present. Part of same conversation of allowing agencies to start managing their own Valcour and not need to continue being hosted by Burlington PD.  
Motion by Jen – DEA have read only access to Valcour and no longer need to be hosted by Burlington PD.  
Seconded by Mike  
Passed unanimously

**VGB Makeup – Charter Discussion Update**

Identify 13 members of the board, 13 seems to be the upper number that is manageable for beneficial boards.  
Small group has identified and suggested the following VGB makeup: the thirteen voting members and four or five non-voting members (see table below.)

1. Two representatives the Department of Public Safety (or its successive entity)
2. Two representatives from VACOP local/municipal police departments
3. Two representative appointed by the Sheriffs' Association.
4. One representatives from one different Law Enforcement State Agency or Department not including the Department of Public Safety.
5. One representative that works in multi-discipli <del>ge</del> dispatching (Fire, EMS, LE
6. The Chair of the Program Managers
7. Two At-large (over 20 employees) Geographically distributed
8. Two At-large (20 employees or less) Geographically distributed

Non-voting  
 ADS  
 VCIC Auditor  
 DSAS

Non-voting add Crosswind

-----  
 Discussion

Amend charter to allow for proxies.

Already have: "Any member of the Board may designate a proxy for no more than three (3) consecutive meetings. Prior notification of the appointment of a proxy is not necessary; however, the proxy must be from the same agency or group of agencies from which the member belongs." The members must be individuals associated with an agency that uses the system.

Mike conversation from DPS/VSP → change #1 to two representatives of the VSP, change #2 to one representative of the DPS/Commissioner's Office, change #3 to ADS, remove #7 and #8 (see table below)

f	Two representatives the Vermont State Police
	One representative of the DPS/Commissioner's Office
	ADS
	One representative from one different Law Enforcement State Agency or Department not including the Department of Public Safety.
	One representative that works in multi-discipline dispatching (Fire, EMS, LE)
	The Chair of the Program Managers
	Two At-large (over 20 employees) Geographically distributed
	Two At-large (20 employees or less) Geographically distributed
	Two representatives from VACOP local/municipal police departments
	Two representatives appointed by the Sheriffs' Association.

Eric and Steve – both believe the chiefs will have issue with removing #7 & #8

Mark – VGB is for contributing members and ADS is not a contributing member so they should be a non-voting → Jim response: in contract with State of Vermont, ADS is supposed to be part of governing body, ADS in statute is required to be accountable for system – Mark: use of system itself and the data is the agencies, as an agency head I was perfectly happy paying for our own license and don't want ADS to tell each agency what they are allowed to do with own data. DPS could appoint ADS as their rep since they are part of DPS.

*From the State and Crosswind contract: "A Governance Board consisting of representatives from DPS and ADS, the current Valcour Community, the current Spillman agencies and Contractor will be created to manage this plan."*

Betty: Could ADS be in an advisement role to satisfy the statute?

Jim: Or perhaps a memorandum of understanding that they will abstain from operational. Contract amendment that leaves the VGB where it is and adds a sentence about including ADS in contractual members.

Adam: To be honest this is confusing having ADS involved. This system is used by the State but not managed in any way by ADS. Does the State offer ADS involvement with other systems that are used. – (response: No this is a unique situation.) Like Betty suggested, would an advisor role fill that need? Think not because it doesn't provide the accountability, since ADS doesn't have accountability over the contractor.

Eric: Have board with an odd number for a reason and if ADS is not voting that could create issue with tight votes.

Adam: if Crosswind changes the authentication process (Soft Token) then how would ADS respond since ADS oversees security? Jim: ADS would keep track of but Valcour has to meet CJIS security so those standards are higher and CJIS would take charge. Most things security CJIS will be the controlling standard, this is more to satisfy the contractual agreement. Example if there was a disagreement on a deliverable, State felt deliverable wasn't provided and VGB believes it was provided then the State is stuck and can't do anything.

Justin: When VIBRS was functioning, ADS had a very active role but they never had a voting role and it worked really well and Darwin had a good portion of the meeting to address any needs.

VSP is under DPS but sometimes have different issues, which is why they would like to have their own designated representation and not be lumped into DPS.

(Members discussed and agreed upon in green, members discussed but not finalized in yellow)

Two **Representatives from VSP**

One representative of the DPS/Commissioner's Office

One representative from one different Law Enforcement State Agency or department **not including Department of Public Safety**

(Abbreviations)

DSAS (Dept of State's Atty and Sheriffs) – State's Atty don't want to be involved on the policy level so would have that non-voting role

VACOP (Vermont Association of Chiefs of Police)

When analyzing 1/3 State, 1/3 Municipals, and 1/3 Sheriffs that was how the small group came up with their suggested make up of the VGB.

Most members liked the original make up that was brought to the VGB (left column with the change of #1 to specifically VSP representatives

Craig – Likes the VSP suggestion

More conversation needed to move forward.

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. One representative that works in multi-discipline dispatching (Fire, EMS, LE)	One representative that works in multi-discipline dispatching (Fire, EMS, LE)
6. The Chair of the Program Managers	The Chair of the Program Managers
7. Two At-large (over 20 employees) Geographically distributed	<del>Two At-large (over 20 employees)</del> Geographically distributed
8. Two At-large (20 employees or less) Geographically distributed	<del>Two At-large (20 employees or less)</del> Geographically distributed
9.	Two representatives from VACOP local/municipal police departments
10.	Two representatives appointed by the Sheriffs' Association.

### Common Call Types (DPS Commissioner Morrison)

Discussion about data quality coming out of Valcour. Trying to get a look week-by-week basis about what is happening around the state. One issue is the call types coming in not uniform. Been circumstances that homicides have not been changed in a timely manner. Seems like there should be some way to accurately represent the most accurate call type.

One of the beauties of Valcour is that ORIs can have their own call types but have to be linked to common call types. Example: call type service of APO was being linked to common call of Domestic. This community looked like it had a huge amount of violence domestic crime but actually had a bunch of paper work being served.

Mark: State is paying for this (Valcour) because the state wants the data, so have some interest in getting the most accurate data.

Eric: think it's something that can be fixed pretty quick since Crosswind went through and routed everything and most agencies probably didn't go through and verify workflow.

Betty: some agency don't have call types mapped to any common call types

Com. Morrison – would like a small group to get working on this and come up with a plan within 60 days.

Mark: identify which agencies have issue and start communication with them and work on fixing them

Com Morrison: Use Cpt Manley as the resource for this

Working group: Michelle, Betty, Mike

### VPA – CEW/UOF Reporting

Tabled

If statute requirement, then rather than have individual agencies submit, could have a single report like the race data being submitted? Maybe, maybe not depending what data is captured.

**CrossWind requests opportunity to review policies before they are published/posted (Tim Charland representing Crosswind)**

This comes as a result of the recent alert code/bulletin policy being published to the DPS public site and the policy containing inaccurate descriptions of colored bulletin usage, miss-spelling of CrossWind, etc. CrossWind noticed that there were differences between the DPS draft and what was published.

Eric: Think it is a great idea and to have a designated rep at CrossWind. Tim willing to be that contact.

Due to members leaving unable to take official action today but can at least have an understanding that we should allow a member of CrossWind (Tim) to review policies before they go into effect.

Mark: Jen will verify with Michelle – was the correct version posted that was voted on? If different, get correct one on website and if not need to bring corrected version to next meeting to revote on corrections and update website.

**Adjournment at 1136**

Justin moved

Eric seconded

Passed unanimously