

# Vermont Public Safety Communications Task Force

## Statewide Public Safety Communications System Planning

### Weekly Status Report

Activities Accomplished
<b>Initial Period</b> <ul style="list-style-type: none"> <li>Supported evaluation of system planning vendor proposals and oral presentations</li> <li>Reviewed planning vendor draft contract and provided comments</li> <li>Delivered draft planning vendor contract to Task Force selected vendor</li> </ul>
Planned Activities
<b>Feb 12 – Feb 18</b> <ul style="list-style-type: none"> <li>Develop preliminary schedule</li> <li>Develop stakeholder list</li> <li>Develop list of dispatch centers with contact information</li> <li>Develop initial draft of bi-weekly update for legislators</li> </ul>

Action Item Summary:

Action Item #	Issue	Date Opened	Date Closed	Assigned	Comments
1	Provide draft Project Plan for review	2/7/2024		Televate	Draft scope of work and plan in development
2	Provide Televate access to shared project folder	2/7/2024		VT Task Force	Request has been made
3	Develop initial stakeholder list	2/7/2024		Televate	Initial dispatch center list has been developed
4	Develop draft project newsletter	2/7/2024		Televate	Work in progress; request for VT provided content in development
5	Develop project FAQ	2/7/2024		Televate	Work with Task Force to develop

Risk Item Summary:

Risk ID	Date Raised	Status: Active, Potential, Closed	Risk	Risk Assignment	Response: Avoid, Transfer, Mitigate, Accept	Risk Response Plan (Required Actions and Contingency Plan)
01	2/7/24	Potential	Dispatch Center Information Collection	Televate PM	Mitigate	Monitor weekly
02	2/7/24	Potential	System Planning Vendor Schedule	Televate PM	Mitigate	Work with vendor to establish schedule and track
03	2/7/24	Potential	Limited Availability of Cellular Coverage Data	Televate PM	Mitigate	Monitor progress, review existing data

Issue Management Summary:

**Vermont Public Safety Communications Task Force**  
**Statewide Public Safety Communications System Planning**

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**Weekly Status Report**

Issue #	Date Raised	Issue Description	Assignment	Comments	Action Taken	Status
01						