

Vermont Public Safety Communications Task Force

Statewide Public Safety Communications System Planning

Weekly Status Report – June 03, 2024

Activities Accomplished
<p>May 20 – May 31</p> <ul style="list-style-type: none"> MCP conducted final review with Televate and Co-Chairs of the data collection questionnaire MCP presented the final data collection questionnaire to the Task Force. The Task Force approved the questionnaire for distribution to the agencies MCP distributed the data collection questionnaire to the agencies Televate and MCP developed an update to the schedule to establish a baseline moving forward Televate updated their findings related to the COPS grant programs and prepared a summary for presentation to the Task Force Televate continued work on the June stakeholder update
Planned Activities
<p>June 03 – June 14</p> <ul style="list-style-type: none"> MCP continues progress on the draft/final inventory and assessment of the communication system. The short-term progress as follows: <ul style="list-style-type: none"> MCP has scheduled the data collection review sessions to take place the week of June 10th – 14th. Data collection questionnaires are due back from the agencies on June 28th. Complete the June stakeholder update

Action Item Summary:

Action Item #	Issue	Date Opened	Date Closed	Assigned	Comments
7	Develop inventory schedule	3/22/2024	6/3/24	MCP	Ongoing – dispatch center groups provided – inventory and assessment schedule has been updated based on the questionnaire completion and distribution
8	Identify information needs for dispatch centers	3/27/2024	6/3/24	MCP	Data collection questionnaire completed and distributed
11	Identify agencies that perform dispatch but may not interact with 9-1-1	4/5/2024		Task Force/ Televate	Some agencies may self-dispatch calls coming from a non 9-1-1 source
12	Televate to provide analysis of COPS grant programs and provide recommendations	4/5/2024		Televate	Televate provided findings to the Task Force Chairs – planned for 6/5/24
13	Complete data collection calls and receive completed questionnaires	5/31/24		MCP/All	This is the primary activity for June

Risk Item Summary:

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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	Televate and MCP working 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:

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

ID	Task Name	Duration	Start	Finish	Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd							
					Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
1	State of VT Regional Dispatch Planning	224 days	Mon 3/4/24	Mon 1/27/25													
2	Bi-Weekly Status Report	219 days	Mon 3/11/24	Mon 1/27/25													
27	Monthly Stakeholder Updates	207 days	Tue 3/5/24	Sun 1/5/25													
39	Develop Dispatch Center List	5 days	Mon 3/4/24	Fri 3/8/24													
40	Develop Stakeholder List	10 days	Mon 3/4/24	Fri 3/15/24													
41	Kick-Off with System Vendor	1 day	Wed 3/20/24	Wed 3/20/24													
42	Project Initiation	66 days	Thu 3/28/24	Fri 6/28/24													
43	Develop Draft Data Gathering Questionnaire	22 days	Thu 3/28/24	Fri 4/26/24													
44	Review and Approval of Data Gathering Questionnaire	22 days	Mon 4/29/24	Wed 5/29/24													
45	Distribute Data Gathering Questionnaire	1 day	Thu 5/30/24	Thu 5/30/24													
46	Hold Data Collection Calls	15 days	Mon 6/10/24	Fri 6/28/24													
47	Public Safety Communications System Inventory	80 days	Mon 6/24/24	Wed 10/16/24													
48	Develop Inventory Schedule	9 days	Mon 6/24/24	Mon 7/8/24													
49	Interviews, Site Visits and Data Collection	30 days	Tue 7/9/24	Mon 8/19/24													
50	Develop Draft Inventory	20 days	Tue 8/20/24	Tue 9/17/24													
51	Task Force Review and Feedback of Draft Inventory	10 days	Wed 9/18/24	Tue 10/1/24													
52	Incorporate Inventory Feedback	10 days	Wed 10/2/24	Tue 10/15/24													
53	Deliver Final Public Safety Communications System Inventory	1 day	Wed 10/16/24	Wed 10/16/24													
54	Public Safety Communications System Assessment	80 days	Mon 6/24/24	Wed 10/16/24													
55	Develop Assessment Schedule	9 days	Mon 6/24/24	Mon 7/8/24													
56	Interviews, Site Visits and Data Collection	30 days	Tue 7/9/24	Mon 8/19/24													
57	Develop Draft System Assessment Report	20 days	Tue 8/20/24	Tue 9/17/24													
58	Task Force Review and Feedback of Draft System Assessment Report	10 days	Wed 9/18/24	Tue 10/1/24													
59	Incorporate Draft Report Feedback	10 days	Wed 10/2/24	Tue 10/15/24													
60	Deliver Final Public Safety Communications System Assessment	1 day	Wed 10/16/24	Wed 10/16/24													
61	Desing Planning and Final Design	61 days	Thu 10/24/24	Tue 1/28/25													
62	Schedule and Hold Design Planning Workshops	15 days	Thu 10/24/24	Wed 11/13/24													
63	Review and Analyze Data from Workshops	10 days	Thu 11/14/24	Wed 11/27/24													
64	System Design Report Outline and Preliminary Findings	20 days	Thu 11/7/24	Fri 12/6/24													
65	Deliver Draft System Design Report	10 days	Mon 12/9/24	Fri 12/20/24													
66	Task Force Review of Draft System Design Report and Feedback	10 days	Mon 12/23/24	Mon 1/13/25													
67	Incorporate Draft System Design Report Feedback	10 days	Tue 1/14/25	Mon 1/27/25													
68	Deliver Final Public Safety Communications System Design Report	1 day	Tue 1/28/25	Tue 1/28/25													