STATE OF VERMONT
ENHANCED 9-1-1 BOARD
Special Meeting #2
12 March 2015
Capitol Plaza Hotel
(Rm #338 – Montpelier, VT)

10:00 AM – Call to Order
Chair Roger Marcoux brought the meeting to order. The following were in attendance:

Board Members Present
Roger Marcoux, Chair
Jerome Pettinga, Vice-Chair
Heather Dale Porter
Chief Gary Taylor
Steve Gold
Captain Don Patch
Kate O'Conner (via conference bridge)
Chief Bob Schlachter (via conference bridge)

Public Members Present
Mike Smith

Staff Members Present
David Tucker, Executive Director
Soni Johnson, Board Clerk

New Business
Personnel Matters – It was determined that this topic was best discussed in executive session.

- *Motion: Steve Gold moved to enter into executive session; 2nd by Jerome Pettinga. There was no discussion and the motion passed unanimously by voice vote. Soni Johnson left the meeting room and executive session was entered at 10:05 AM.*
- *Motion: Dale Porter moved to exit from executive session; 2nd by Chief Schlachter. There was no discussion and the motion passed unanimously by voice vote. Executive session ended at 10:45 AM.*

Board took a short break (10:45 AM – 10:50 AM)
Soni Johnson re-entered the meeting at this time.

A motion was made to hire Mike Smith as a consultant.

- *Motion: Steve Gold moved; 2nd by Jerome Pettinga. There was no discussion and the motion passed unanimously by voice vote.*

Budget
Chair Marcoux asked Director Tucker to detail E9-1-1 program budget cuts. Director Tucker has been working with our budget analyst to make cuts to the budget – the current goal is $300,000. Cuts have been discussed in the following line items:

- Technology upgrades
- System transition costs
- Staff travel
- It does not appear that any cuts to office staff w/b required at this time.

Discussion:

- Could current PSAP funding be changed from a per-seat basis to a per-call basis?
- How many call-taking positions are needed? Current configuration is based on national standards at the time of E9-1-1 implementation in VT.
- What does it really cost to staff a call-taking position?
- USF funding not enough to cover true cost of running the system.

Other Business

APCO Protocol Training – Don Patch asked if it were possible to delay the upcoming protocol training.
Discussion:

- Protocol implementation has been delayed already (it was originally to be completed by the end of 2014).
- Protocol training must be completed before training begins on the new FairPoint system.
- Most of the training will take place online. A portion of the EMD training is required to be done in person.
- Director Tucker will work with the training department to determine the number of hours needed to complete the training and will discuss different options for call-takers to complete the training.

Next Meeting & Adjournment

The next meeting is scheduled for April 8, 2015. Scheduling conflicts have arisen and this meeting will be rescheduled for a later date.

Motion: There being no further business, Don Patch made a motion to adjourn; 2nd by Gary Taylor. There was no discussion and no vote. The meeting adjourned at 11:27 AM.

Respectfully submitted:

Soni Johnson, Clerk — 3/18/15 Date

Amendment: Missing executive session information has been added (minutes were missing who moved & seconded leaving executive session.
Amendment was approved by the Board at the 4/15/15 meeting.

Soni Johnson, Clerk — 4/15/15 Date