

STATE OF VERMONT  
ENHANCED 9-1-1 BOARD  
Special Meeting #1  
28 March 2016  
Capitol Plaza Hotel  
100 State St, Montpelier, VT  
Room #335

FINAL  
approved as written  
approval date: 4/14/16

**11:02 AM – Call to Order**

Chair Gary Taylor brought the meeting to order. The following were in attendance:

**Board Members Present**

Chief Gary Taylor, Chair  
Sheriff Roger Marcoux, Vice-Chair  
Jerome Pettinga  
Heather Dale Porter  
Chief Steven Locke  
Kate O'Connor (via conference bridge)  
Kelly Kennedy (via conference bridge)

**Staff Members Present**

Barbara Neal, Executive Director  
Soni Johnson, Board Clerk

**Public**

Captain Thomas Hango, Dept. Public Safety

**New Business**

**Executive Director's Report (Barb Neal)**

Budget FY16 – a shortfall is expected (approximately \$150K). Main issues are:

- Regular transfer of \$810K for call-taking positions has been mandated by the administration, even though DPS now has two fewer call-taking positions (amount s/b reduced by \$90K).
- Two "extra" funds transfers (both mandated by the legislature) from E9-1-1 to DPS (for \$425K & \$300K)
- Increased monthly maintenance fees (approximately \$5K a month) generated by dispatch consolidation to the Rockingham PSAP.
- \$48K one-time fee for the move from the Rockingham PSAP to the new Westminster facility.

Note: It had been discussed previously that the Department of Public Safety would cover the one-time costs to move to Westminster and also cover the increased monthly maintenance fees until the move to Westminster is complete.

Chair Taylor has met with the administration, along with Sheriff Marcoux & Barb Neal, to discuss E9-1-1 FY16 & FY17 budget issues.

**Board Chair's Report**

Chair Taylor shared details of his meetings with Commissioner Keith Flynn (Dept. Public Safety). The meeting was to discuss current call-taker position funding and expenses/fees associated with the upcoming move from Rockingham PSAP to the new Westminster facility).

At that meeting, Commissioner Flynn reiterated that Public Safety would cover the one-time costs to move to Westminster and also cover the increased monthly maintenance fees until the move to Westminster is complete. The Commissioner did not agree that the current funding for call-taking positions s/b decreased by \$90K.

At a subsequent meeting, Commissioner Flynn once again asked about call-taking position funding (\$810K should not be reduced because of two fewer positions). The Commissioner also spoke of a two phase project:

- Phase 1 – to cease 9-1-1 call-taking (tentatively set for July 1, 2017)
- Phase 2 – to cease municipal dispatching (dispatching to be for state agencies/entities only)

Chair Taylor requested that the Commissioner notify the Board of Public Safety's intentions in writing. As of the date of this meeting, official written notification had not been received from the Department of Public Safety.

Discussion ensued:

- Both the Board Chair & Vice-Chair have met with the administration concerning DPS's announcement.
- Should call-taking positions still be moved to Westminster or could they be absorbed at other PSAPs?
- What options are available to the Board for maintaining current call-taker positions?
- How long does the Board need to plan for new facilities/staff/agreements?
- Potential costs to the Board
- USF funding still an issue (legislature would need to vote to get fund rate increased)
- Department of Public Safety dispatching costs vs. fees collected
- 9-1-1 call volumes – DPS PSAPs vs. regional PSAPs
- Call-taking position funding – DPS positions vs. regional PSAP positions

The Board will gather more info and continue discussions at the quarterly meeting in April.

**Other Business**

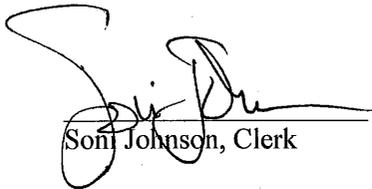
Chief Locke detailed a discussion he had where he was asked about the length of time it takes 9-1-1 to transfer calls to dispatch. Executive Director Neal noted that the 9-1-1 system cannot currently generate a report that tracks transfer times on a system-wide basis, though specific calls can be reviewed for transfer times as necessary. E9-1-1's system provider is currently working to provide system-wide transfer time reporting capability.

**Adjournment**

There being no further business, Chair Taylor asked for a motion to adjourn.

*Motion: Sheriff Marcoux made a motion to adjourn; 2<sup>nd</sup> by Jerome Pettinga. There was no discussion and the motion passed unanimously by voice vote. The meeting adjourned at 12:03 PM.*

Respectfully submitted:

  
Soni Johnson, Clerk

4/1/16  
Date