

**STATE OF VERMONT
ENHANCED 911 BOARD**

General Meeting #4 – 19 October 2021

Location: Capitol Plaza Hotel (Montpelier, VT, Room #338) and via Microsoft Teams

10:01 AM – Call to Order

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

Board Members Present

Sheriff Roger Marcoux, Chair
Chief Steven Locke, Vice-Chair
Jerome Pettinga
Heather Dale Porter
Brian Keefe
Captain Lance Burnham
Kelly Kennedy

Staff Members Present

Barbara Neal, Executive Director
Soni Johnson, Board Clerk

Others Present

Amy Marion (Rapid SOS)
Clay Purvis (PSD)

Approval of Minutes

- General Meeting #3 – 7/21/21
Motion: Jerome Pettinga made a motion to accept the minutes as written; 2nd by Captain Burnham. There was no discussion and the motion passed unanimously by voice vote; Dale Porter abstained (was not present at the 7/21/21 meeting).
- Special Meeting #1 – 9/23/21
Motion: Chief Locke made a motion to accept the minutes as written; 2nd by Brian Keefe. There was no discussion and the motion passed unanimously by voice vote; Dale Porter abstained (was not present at the 9/23/21 meeting).

Budget & Funding Status

- Clay Purvis provided presented an overview of the VT Universal Service Fund (history, rate, who gets the funds, current status, etc.).
- Executive Director Neal discussed USF shortfall and the impact on the E911 budget for FY21, FY22, and FY23. AARPA funds might be available to make up the USF deficit for E911 funding.

PSAP Staffing Shortages

- Executive Director Neal updated the Board on current PSAP staffing issues. E911 TAC staff and the Lamoille PSAP started dedicated 911 call-taking in September 2021.
- Captain Burnham updated the Board on Department of Public Safety plans to address their staffing shortages (four dedicated call-takers have been hired and will start on 11/1).
- Executive Director Neal detailed plans on how to reimburse the local PSAPs for any dedicated 911 call-taking expenses (funds will be pulled from the FY22 DPS PSAP reimbursement amount). Funds will also be diverted from the FY22 DPS PSAP reimbursement for any E911 TAC staff overtime hours spent working as dedicated 911 call-takers.
- Board members discussed:
 - Need for systemwide dedicated 911 call-takers.
 - Workload for call-takers/dispatchers – having dedicated call-takers and dedicated dispatchers could be good for staff.
 - Possible need to update the way PSAP reimbursements are calculated.
 - Sustainability of having E911 TAC staff act as dedicated 911 call-takers.

Draft Strategic Plan

- Executive Director Neal provided an overview of the final draft of the Strategic Plan previously submitted to Board members. A copy of this document is available from the E911 office by request.
- *Motion: Chief Locke moved to accept the Strategic Plan as presented; 2nd by Jerome Pettinga. There was no discussion and the motion passed unanimously by voice vote.*

FCC Updates – 911 Fee Diversion Strike Force – Working Group 3 Status

- Due to time constraints this topic was not discussed at this meeting.

GIS Professional III Vacancy/Posting

- Due to time constraints this topic was not discussed at this meeting.

General/Miscellaneous Updates

- Due to time constraints this topic was not discussed at this meeting.

Public Comment - none

New Business - none

Next Meeting Date & Adjournment

- The next quarterly board meeting will take place on 1/11/22.
- *Motion: There being no further business, Captain Burnham made a motion to adjourn; 2nd by Kelly Kennedy. There was no discussion and the motion passed unanimously by voice vote. The meeting adjourned at 11:21 AM.*

Respectfully submitted:

Soni Johnson

Soni Johnson, Board Clerk

10/25/21

Date