

**STATE OF VERMONT
ENHANCED 911 BOARD**

General Meeting #1 – 11 January 2022

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
Jerome Pettinga
Heather Dale Porter
Brian Keefe
Kelly Kennedy

Staff Members Present

Barbara Neal, Executive Director
Soni Johnson, Board Clerk

Others Present

Anthony Skelton
Stephen Whitaker

Approval of Minutes

- General Meeting #4 – 10/19/21
Motion: Jerome Pettinga made a motion to accept the minutes as written; 2nd by Dale Porter. There was no discussion and the motion passed unanimously by voice vote.

Budget & Funding Status – Executive Director Neal

- Budget Adjustment – FY22 budget adjustment has been requested to cover certain items (increased payroll costs, retirement contribution increases; system replacement funds).
- FY23 Budget Request – have requested just under 4.9 million (increase from FY22).
- Funding Report from Secretary of Administration – Legislature required a report concerning reliable funding for E911. Report to be released soon. Executive Director will provide a copy of the report to Board members when it is available.
 - Chair Marcoux discussed the possibility that the report will recommend moving E911 funding from the Universal Service Fund to the General Fund.
- Board Office Move – E911 office is moving to 6 Baldwin Street. Move to be completed by April 1. Better space and cost savings. Cost to move is approximately \$50K (expenses will be covered by Buildings & General Services & E911).

Rulemaking Priorities for 2022

- Executive Director Neal outlined staff rulemaking priorities for 2022 (PSAP Technical & Operational Standards, Maintenance Responsibilities, Originating Service Providers).

GIS Professional III Vacancy

- The vacancy has been filled; Executive Director Neal provided Board members with information concerning the newest member of the Database Department.

PSAP Staffing Shortages

- Executive Director Neal updated the Board on current PSAP staffing issues. A PDF of the PowerPoint presentation is available from E911 Board Office by request.
- Regional PSAPs have expressed an interest in helping with dedicated 911 call-taking (positions will need to be moved between PSAPs to account for increased coverage).
- Board members discussed:

- Regional PSAPs wanting to sign on for dedicated call-taking must be able to commit necessary staff and provide contingency plan for staffing shortages.
 - Importance of long-term plans to cover any staff shortages.
 - Could a call-taker from one PSAP go answer calls at another PSAP (instead of moving a position from one PSAP to another)?
 - Cost of moving call-taking positions between PSAPs.
 - Should the Board consider adding another PSAP?
- *Motion: Contingent on discussions between Executive Director Neal and the regional PSAPs wanting to participate in the dedicated call-taking project, the Board will authorize the relocation of call-taking positions to participating PSAPs.*
 - *Moved by Jerome Pettinga; 2nd by Brian Keefe.*
 - *Discussion: Mr. Whitaker asked if there was a quorum available. (Answer – yes)*
 - *There being no further discussion, the motion passed unanimously by voice vote.*

Public Comment

- Stephen Whitaker commented on:
- E911 Board & Broadband Board (E911 Board has ignored all previous comments concerning the relationship between the Boards; E911 needs to be much more involved in resiliency planning)
- New PSAPs (Department of Public Safety is talking about re-opening Rutland & Derby part-time; four new PSAPs/regional dispatch could work in Bennington, Brattleboro, Saint Johnsbury, Central VT)
- Universal Service Fund (tax freedom act could allow USF to be expanded to cover broadband)
- Host Remote Issue (E911 Board should be addressing this issue through the broadband buildout)
- Rules (FCC rules fundamentally require that competition be accounted for in buildout architectures)
- Originating Service Provider Rule (E911 Board should consider the impact of delaying updates to this rule)
- Dispatching (uniform rules for dispatch are necessary)

New Business - none

Next Meeting Date & Adjournment

- The next quarterly board meeting will take place on 4/12/22.
- *Motion: There being no further business, Brian Keefe made a motion to adjourn; 2nd by Jerome Pettinga. There was no discussion and the motion passed unanimously by voice vote. The meeting adjourned at 11:22 AM.*

Respectfully submitted:

Soni Johnson
Soni Johnson, Board Clerk

1/18/22
Date