

**9-1-1 CALL-TAKING/DISPATCH
SERVICES WORKING GROUP
General Meeting #6**

FINAL <i>approved as written</i> approval date: 1/11/17

**20 December 2016
Cap. Plaza Hotel, 100 State St., Montpelier, VT – Room #338**

10:02 AM – Call to Order

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

Working Group Members Present

VT Enhanced 9-1-1 Board Representative: Chief Gary Taylor, Working Group Chair
VT Ambulance Assoc. Representative: Jim Finger, President (via conference bridge)
VT League of Cities & Towns (VLCT) Representative: Gwynn Zakov
VT Assoc. of Chiefs of Police Representative: Chief Leonard Stell (via conference bridge)
Office of EMS/Injury Prevention Representative: Chris Bell, Working Group Vice-Chair
Dept. of Public Safety Representative: Captain Tom Hango

Enhanced 9-1-1 Staff Members Present

Barbara Neal, Executive Director
Soni Johnson, E9-1-1 Board Clerk

Others Present

Chief Seth DiSanto, Newport Police Department (via conference bridge)
Lee Krohn, Chittenden County Regional Planning (via conference bridge)
Chief Steve Locke, Burlington FD
Representative Maida Townsend (House Government Ops Comm.)

Approval of Minutes

11/15/2016 – *Motion: Captain Hango made a motion to accept the minutes as written; 2nd by Chris Bell. There was no discussion and the minutes were approved by unanimous voice vote.*

Business

- Letters of Recognition – Chair Taylor spoke to the group about drafting a letter, to be placed in the personnel files for Barbara Neal & Soni Johnson, thanking them for their administrative support of the working group.
Motion: The Working Group will write a letter thanking Barbara Neal & Soni Johnson for their administrative support of the working group.
Move: Chris Bell 2nd: Gwynn Zakov
There was no discussion and the motion passed unanimously by voice vote.
- Discussion of Dispatch/Call-Taking Issues and Draft Report – Executive Director Neal put together a summary of all comments/suggestions received from working group members concerning the first draft of their report to the legislature. The members discussed all suggestions & comments made:
 - Captain Hango confirmed that while the Department of Public Safety has expressed a continued interest in ceasing dispatch services on the local level, no date has ever been set.
 - Language concerning the Department of Public Safety’s current dispatching arrangements will be amended to reflect that DPS is not in a position to add to the number of agencies it currently provides services for (should a fee structure be created & DPS continue to provide dispatching services at the local level).
 - Language detailing the total program expenses of the VUSF (VT Universal Service Fund) will be removed from the report; details concerning the Enhanced 9-1-1 portion of the program will remain. Information will also be added to explain where the funding for the VUSF comes from.
 - The Department of Public Safety has stopped accepting payment from the five towns/agencies which were previously paying for services. The final version of the report will provide an explanation as to why (DPS has done this to “level the playing field” until the dispatch issue is resolved).

- Language concerning the Central VT Public Safety Authority will remain in the report (as part of the section detailing what some other organizations are studying/implementing concerning dispatch services).
- An Executive Summary and/or cover letter will be added to the report.

10:20 AM: A break was called in the meeting to deal with an issue with the conference bridge. The meeting reconvened at 10:28 AM.

- Discussion of Dispatch/Call-Taking Issues and Draft Report (continued)
 - The prior dispatch studies referenced in the report will be listed in an appendix, with a note that copies of the studies are on file at the Enhanced 9-1-1 Board office.
 - The report will not reference whether or not the Department of Public Safety can charge for dispatch services without a legislative mandate.
 - Language will be added to clarify comments about disparity in current funding for dispatch services.
 - Language concerning the need for another dispatch study will be removed from the report.
 - A final draft will be completed and provided to working group members for approval at the next meeting.

Public Comments/Questions - none

Next Meeting Date & Adjournment

It was determined that the next Working Group meeting would be held on Wednesday, 11 January 2017. The meeting will take place in Montpelier (location tbd).

Motion: There being no further business, Chair Taylor entertained a motion to adjourn; move by Gwynn Zakov; 2nd by Chief Stell. There was no discussion and the motion passed unanimously by voice vote. The meeting adjourned at 10:45 AM.

Respectfully submitted:

Soni Johnson
Soni Johnson, Clerk

12/27/16
Date