

**Joint Survey Committee for Chittenden County Public Safety Services**

12/13/17 8:00-10:00AM

Colchester Town Hall, 781 Blakely Road

**Draft Meeting Minutes**

**1. Call to Order/Introductions 08:10**

Present: Chair Aaron Frank, Colchester; Pat Scheidel, Essex; Kevin Dorn, South Burlington; Rick McGuire, Williston; Jesse Baker, Winooski, and Steve Locke, Burlington (by phone at 8:55); also Charlie Baker and Lee Krohn, CCRPC; Irene Wrenner, Essex Selectboard member; Dawn Francis, Colchester.

**2. Agenda Approval**

Motion by Dorn to approve; seconded by Baker and approved unanimously.

**3. Public Comment**

None.

**4. Approval of Minutes from 11/15/17**

Motion by Dorn to approve; seconded by Baker, and approved unanimously.

**5. Technical Advisory Group update**

Questions were raised at this week's Legislative Breakfast about First Net and impact on regional dispatch; these are related but separate matters.

**6. Update: Communications with Public Safety Staff**

Discussions are ongoing with dispatchers, firefighters, and others; all focused on governance, structure, and steps involved in launching the Authority. Questions related to employment can't yet be answered.

**7. Municipal Legislative Body Approval**

The Colchester Selectboard voted to place the item on the Town Meeting ballot. Essex, South Burlington, and Winooski will consider this next Monday. Williston discussed it last night, and will bring it back up in January. Shelburne will discuss it at an upcoming meeting. Burlington Public Safety Committee voted to send it to the full City Council for discussion; process issues were raised by Locke as to how this discussion may play out, as concerns were raised regarding prospects for future employment of dispatchers and related personnel matters. Discussion ensued whether some level of 'comfort' could be offered without risk of violating any aspects of fair labor laws or practices. It was agreed that Dorn would ask the South Burlington City Attorney to draft something for review by labor counsel and for consideration by JSC members.

**8. Voter Approval**

It was clarified that if the voters do approve formation of the Authority, it still requires an authorized representative of the municipality to sign the Agreement; separate from any subsequent action to sign the Funding MOU.

The resolution and ballot item were both clarified, that the proposed Authority is for the purpose of providing regional public safety dispatching. A question was raised whether this could also encompass public works, which especially during winter, relates directly to public safety. It was suggested that current local dispatch often includes public works, and would likely continue in a regional center.

## **9. Funding & Expense Report**

C. Baker distributed a revenue and expense report, current through October, showing two legal bills pending, and a cash balance after approvals of \$23,588.84. As this does not include November billing, it is anticipated that roughly \$20,000 will remain after those are received and paid

## **10. JS Committee and Management Matters and Communications**

CCRPC Communications Manager Emma Vaughn drafted a clear and concise, two-page informational document for review and use as part of an overall educational strategy; this can be customized with contact information and/or a pull quote from each municipality. Each may have its own approach to voter education, and a regional session or event may also be helpful. Doing a show on local cable access television, perhaps including footage on-site at one or more Police/Fire/EMS facilities and/or the proposed regional dispatch site on Gregory Drive, can be very helpful and informative. Although there are several different cable access TV stations across the County, a show of this nature can be shared between them. Emma can work with municipal communications staff as may exist to collaborate on this.

McGuire asked about Williston's unique situation, with separate dispatching for different agencies, and whether the Town could receive service from the Authority as a member if only some of its dispatching were done through the Authority? There was a discussion of possibilities but no resolution of the matter. McGuire explained that the Town could also decide to have all dispatching done through the Authority; he was just seeking information, keeping options open.

Wrenner questioned representations that no promises have been made about saving money in a regional entity, when the DeltaWrx report cited possible fiscal savings. In response, it was clarified that while this report was an important first step in launching this project, and while future cost increases might be lessened in the long run, the JSC has not suggested cost savings as a purpose for the project, nor as a likely outcome (at least in the short run). The primary goals are increased efficiency and effectiveness of emergency services dispatching. It will also free up current PD Sergeants from dispatch management duty for other needs in their departments.

### **Next Meetings**

Wednesday, 1/24/18, 8:00 A.M., Colchester Town Offices

Then possibly Wednesday, March 14, 8:00 A.M., Colchester Town Offices, for the CCPSA, if approved by the voters and representatives to the CCPSA Board are appointed...

The meeting was then adjourned at 9:40 A.M.

Respectfully submitted by Lee Krohn, AICP