

MEMORANDUM

To: Bolton Selectboard
Charlotte Selectboard
Hinesburg Selectboard
Huntington Selectboard
Jericho Selectboard
Richmond Selectboard
St. George Selectboard
Underhill Selectboard
Westford Selectboard

From: Charlie Baker, Executive Director
Aaron Frank, Chair of Chittenden County Regional Dispatch Governance Committee

Date: February 26, 2017

Re: Regional Dispatch Update - Request to be on Selectboard Agenda

On behalf of the Regional Dispatch Governance Committee, we are requesting time on an upcoming meeting agenda to update you on the results of regional dispatch technical study and governance discussions. Attached is an abbreviated presentation providing most of the high points. You can find more detail on this webpage: <http://www.ccrpcvt.org/our-work/emergency-management/regional-dispatch/>

We have asked each of the municipalities that currently operates dispatch services to make an appointment to a Joint Survey Committee to explore the next step in creating a union municipal district.

The study recommended a single countywide dispatch operation to:

- Provide redundancy staffing for major emergencies
- Efficiently address cross community mutual aid by utilizing the closest public safety resource
- Increase training, quality assurance, better support, and career opportunities for dispatch staff
- Provide better support of fire and rescue staff in the field
- Co-locate 911 and dispatch, as is done in Shelburne, in order to decrease emergency services response times up to 5 minutes, or 90 seconds on average

Concurrent with the study a Regional Dispatch Governance Committee of eight public safety chiefs, eight municipal managers, and CCRPC staff studied governance structures for regional dispatch. After eight meetings, and consultation with legal counsel, the committee recommended a union municipal district, as permissible under [24 VSA Ch. 121, Sub. 3](#). Chittenden Solid Waste District and Champlain Water District are examples of union municipal districts in our region.

Advantages of this structure include:

- Ability to enact and enforce ordinances for alarms or false 911 calls
- Lower cost municipal borrowing rates and ability to qualify for grants as a municipality
- Government immunity
- Local voter approval to establish the district (no need for a state-approved charter)

Now that a governance structure (union municipal district) has been identified, the next step is to create a “Joint Survey Committee.” This Committee is required by state statutes prior to forming a district. We have also constituted a committee comprised of public safety chiefs and staff to handle technical and operational issues. We will continue to involve your police, fire, and rescue chiefs in this process and will provide you updates.

Critical next steps include:

- Begin Joint Survey Committee work (March 2017)
 - Draft Union Municipal District Agreement
 - Engage dispatchers as a group
 - Determine software, radio, telecommunication, and space needs
 - Refine operating costs, capital costs; draft budget, draft assessments (Fall 2017)
- Selectboard/Councils with dispatch operations determine if there will be a citizen vote to join (Fall 2017)
 - Joint Survey Committee makes recommendations to municipalities (September/October 2017)
 - Provide public info, engagement and outreach (January-February 2018)
 - Include appropriate budget amounts in municipal budget
 - Town Meeting votes on membership (March 2018)
- Selectboards who contract for dispatch services
 - Review Joint Survey Committee recommendations (September/October 2017)
 - Discuss how contracts would work based on recommendations
- Re-assess operations based on votes in each community (March 2018)
 - Hire director and initial staff (April 2018)
 - Begin dispatch operations (July 1, 2018) and incrementally expand operations thereafter
 - Complete Consolidation (December 31, 2019)

Thank you for your interest. Please contact us with any questions. Charlie Baker, cbaker@ccrpcvt.org , 735-3500 or Aaron Frank, afrank@colchestervt.gov, 264-5502.