



CHITTENDEN COUNTY PUBLIC SAFETY AUTHORITY  
Board of Directors Meeting  
January 28, 2019, 10:00am  
Colchester Town Hall, 781 Blakely Road  
Outer Bay Conference Room

## MINUTES

**In Attendance:** Board Members: Steve Locke (Burlington), Aaron Frank (Colchester), Jessie Baker (Winooski), Kevin Dorn (South Burlington), Richard McGuire (Williston); and Darren Adams (Milton). Others present: Justin Couture, Pam Simays, Judy Dunn, Emilie Thompson, Kathryn Clark, Oren Byrne, Christy Lorrain, Cole Hayes, Larry Barbeau, Nick Dethommasis, Scott Crady, Dan Gilligan, Candace Johnson, Rebecca Murray, Robert Slater, Rick Hebert, John Audy, and Caroline Earle, Fraternal Order of Police (Winooski)

- 1. Call to Order** | A. Frank called the meeting to order at 10:14AM. The Board members introduced themselves to the audience. A. Frank explained that there would be public comment on the meeting with public safety staff the past week at the allotted place on the agenda.
- 2. Agenda Approval** | S. Locke made a motion to approve the agenda and D. Adams seconded. All in favor. Motion passed.
- 3. Public Comment** | No members of the public wished to comment on items not on the agenda.
- 4. Discussion: IXP Consulting Services** | S. Locke introduced the issue that a meeting the prior week with public safety staff didn't go as intended including that there was too little listening by the lead consultant. A. Frank explained that IXP had just started in mid-December and had not yet completed any of their consultive tasks but agreed that what he heard was that there could have been more listening. Katherine Clark suggested it would be beneficial for the consultant to spend time in the different dispatch locations observing different situations, and had questions about Q/A. Board members explained that the consultant was not credentialed in all of the dispatch centers but that we would work on that. Board members explained that Q/A or quality assurance was something done in many areas and had been suggested by the prior consultant as a tool to provide ongoing feedback and training, but that Q/A did not involve observing people in their current jobs for the purpose of hiring decisions. There was a question about the number of dispatch stations and the training room in a plan shared by the consultant. It was explained by board members that the number of stations or staffing had not yet been determined and that the plan for stations shared was the closest of three initially drawn but some board members felt there could be at least space for more stations and that CCPSA could share training space with South Burlington PD as suggested. There was a question about IXP's role. Board members explained that IXP was under contract to provide consulting services and the tasks were passed out to the attendees. Also that IXP was not under contract to manage CCPSA, although the board had an option for IXP to provide an Executive Director to CCPSA under contract at the board's discretion. Dan Gilligan expressed concern about officer safety. Board members explained that the goal of CCPSA was to provide better dispatch service for our communities, for the public safety staff whose lives depend on the dispatch service, and for the folks who do the work. There was a question about the selection process for the consultant and board members explained that the board and public safety chiefs developed an RFP, and that dispatchers were invited to the interviews and deliberations and shared their perspectives with the chiefs and board members doing the rankings. Caroline Earl asked about communication and details. Board members explained that the purpose of the consulting work was to obtain details and that the board was communicating, including providing for the present meeting. Scott Crady reported that his experience with IXP staff Kevin Kearns was positive and interactive and so he felt the organization could supply staff who could

work with CCPSA.

J. Baker made a motion that CCPSA request that IXP recommend a different project lead (with experience and credentials as a dispatcher) and provides a timeline for the work of Section A of the Work Tasks by February 8th in anticipation of a special board meeting on February 12<sup>th</sup>. S. Locke seconded. All in favor. Motion passed.

**5. Next Meetings:**

- Tentatively for Tuesday February 12<sup>th</sup> at 2:00PM Colchester Town Offices, Third Floor Outer Bay Room
- Monday February 25<sup>th</sup> 8:00-9:30AM Colchester Town Offices, Third Floor Outer Bay Room
- Monday March 25<sup>th</sup> 8:00-9:30AM Colchester Town Offices, Third Floor Outer Bay Room

**6. Adjournment** | S. Locke made a motion to adjourn, seconded by K. Dorn. All in favor. Motion passed. The meeting adjourned at 11:23AM.

Respectfully submitted,  
Aaron Frank