



October 19, 2020
8:00 AM

IMPORTANT:

This will be a fully electronic meeting, consistent with recently-passed legislation. Presenters and members of the public are invited to participate either by interactive online meeting or by telephone. There will be no physical site at which to attend the meeting.

Participation Options:

Interactive Online Meeting (audio & video): <https://global.gotomeeting.com/join/256030245>

By Telephone (audio only): Phone # [+1 \(872\) 240-3212](tel:+18722403212) Access Code: 256-030-245

AGENDA

1. Call to Order/Welcome
2. Agenda Approval
3. Public Comment
4. Treasurers Report
5. Update on 19 Gregory Drive office availability
6. Update on preliminary discussions related to grants that may be available to support capital investments
7. Board discussion related to funding the approximately \$2.1 million Capital Budget.
8. Set meeting schedule
9. Adjourn



DRAFT MINUTES

NOTE: This was a fully electronic meeting, consistent with recently-passed legislation. Presenters and members of the public joined via gotomeeting. This was advertised on the public warning.

Attendees:

Members: Aaron Frank (Colchester), Kevin Dorn (South Burlington), Jessie Baker (Winooski), Erik Wells (Williston), and Steve Locke (Burlington).

Others present: Jeff Barton (CPD), John Audy (WFD), Rick Hebert (WPD), Caroline Earle (FOP), and there was a "Caller 01" who chose not to identify him or herself.

1. **Call to Order/Welcome** – Frank called the meeting to order at 9:05 am.
2. **Agenda Approval** – Dorn moved to approve the agenda and Baker seconded. All in favor. Motion carried.
3. **Public Comment** – None
4. **Approval of Minutes from 2/24/20** - Dorn moved to approve the minutes as edited by Attorney Earle and Baker seconded. All in favor. Motion carried.

5. **Consider and possibly adopt 2020 Rules of Transaction and Election of Officers**

Dorn moved to approve the Rules of Transaction and Wells seconded. All in favor. Motion carried.

The Board discussed the election of Officers. A slate was identified:

Chair – Kevin Dorn

Vice Chair – Aaron Frank

Secretary – Steve Locke

Treasurer – Erik Wells

Baker moved to approve the slate of officers and Dorn seconded. All in favor. Motion carried.

Dorn thanked Frank for his years of leadership as Chair of the CCPSA.

Dorn took over as Chair of the meeting

6. **Consider and possibly adopt a Financial Operations Agreement with the Town of Williston**

Frank moved to approve the Financial Operations Agreement and Locke seconded. All in favor. Motion carried.

7. Consider and possibly approve an invoice for Membership Dues to the Vermont League of Cities and Town

Frank moved to approve the invoice for Membership Dues to the Vermont League of Cities and Towns and Wells seconded. All in favor. Motion carried.

8. Consider and possible approve the CCPSA June Financial Statements and Treasurers Report

Wells reported that the Report reflected all current actions and the organization has a \$9,000 fund balance.

Baker moved to approve the June Financial Statements and Treasurers Report and Locke seconded. All in favor. Motion carried.

9. Board discussion related to the current and future status of individual community commitments to the continuation of work toward consolidating dispatch services

Dorn requested that each community report on their commitment to moving CCPSA's work forward.

- Locke: Burlington remains fully committed to regional dispatch. There are financial challenges all are experiencing that may impact timing but they have hope that Federal relief is coming.
- Wells: Williston still wants to explore regional dispatch.
- Frank: Colchester thinks we can "better provide services together than alone" and is committed to continuing the work. Frank also noted the financial uncertainty of the times as well as staffing (furloughs and layoffs) challenges.
- Baker: Winooski remains committed to exploring regional dispatch and now it may be more important than ever to build redundancy in our systems in case of illness and as part of our "emergency response" actions. Baker thanked the chiefs for their work to set up back-ups at the beginning of the COVID pandemic.
- Dorn: South Burlington is committed to continuing this work and thinks we will have a clearer sense of finances in October.

Dorn suggested that CCPSA hire a consultant to look for grant funding. The Board had a conversation about all keeping an eye on potential capital funding and possibly hiring a consultant once an opportunity is identified – pending funding availability. Frank suggested we send a letter to the Congressional delegation to request their support. Baker seconded this idea and suggested a similar letter be sent to the State delegation. Dorn suggested also contacting Commissioner Schirling. Dorn will draft letters by the end of July.

10. Board discussion about additional or substitute roles for the CCPSA

Dorn suggested CCPSA could play a role in other public safety partnership efforts under discussion – such as body cam storage if this is mandated by the State. The Board commented that there was interest in doing this but we also need to focus on regional dispatch. The Board will continue to think about it.

At this point Attorney Earle asked about the Rules of Transaction that was adopted and if the

decision the Board made previously on current dispatchers was a resolution, motion, or policy. She indicated that the reason she asked is that a Resolution is non-binding. The Board could not immediately remember but the prior minutes will reflect this.

11. Set meeting schedule

October 19, 2020 at 8:00 am is the next regularly scheduled meeting. It will likely be held remotely. The Board discussed the possibility of meeting earlier if there was a reason to do so.

12. Adjourn – The meeting was adjourned at 9:40 am.

Respectfully submitted,
Jessie Baker

DRAFT