



Monday, October 18, 2021  
8:00 AM

## DRAFT MINUTES

**Attendees:** Steven Locke (Chair – Burlington), Aaron Frank (Vice Chair – Colchester), Jessie Baker (South Burlington), Erik Wells (Williston) John Audy ( Others present: Emma Vaughn, Caroline Earle, Leo Wermer, Shawn Burke (South Burlington Police), Michaela Foody (Milton) .

**1. Call to Order/Welcome**

Locke called the meeting to order at 8:06.

**2. Agenda Approval**

A. Frank moved the agenda as presented. E. Wells Seconded. All in favor. Motion carried.

**3. Public comment**

None.

**4. Approve August 10, 2021, meeting minutes**

S. Locke noted that the August 10 meeting minutes were requested to be edited by J. Baker and it's unclear if that change has been made. The minutes will be reviewed and approved at a later date.

**5. Discussion on potential state grant funding**

S. Locke noted that shortly after the last meeting, he received a call from the State Homeland Security Unit. They wanted to get a better understanding as to whether partial funding would be beneficial, and S. Locke explained that anything would be helpful to get over finish line. There may be another RFP in November to expend those funds.

**6. Review calls for service and capital shares distribution**

S. Locke noted that the three-year calls for service and capital distribution was put together (included in the meeting materials). It was noted the distributions were done assuming we receive Community Funding in the Federal Budget. The members agreed the local funding was achievable.

**7. Other business**

A. Frank asked if we have sent out invoices for the \$300,000 in FY 2021 Capital. S. Locke noted that he believed they went out after the last meeting, but that we were waiting until funds were secured. Board members discussed how to make sure the funds were available to CCPSA when needed in FY 2023, noting that may vary by community.

**8. Set meeting schedule**

The next meeting was scheduled for January 24th at 8:15 AM in South Burlington. There will be an in-person and remote option.

**9. Adjourn**

J. Baker to adjourn with a E. Wells. All in favor. Motion carried. Meeting adjourned at 8:18am.

Respectfully submitted,  
*Emma Vaughn*