



CHITTENDEN COUNTY PUBLIC SAFETY AUTHORITY
Board of Directors Meeting

Monday, May 23, 2022 8:30 AM
South Burlington City Hall
180 Market Street
Conference Room 301

<https://us02web.zoom.us/j/81990395282?pwd=UWZRS2NCWm9XNkVXekt5dGRZaVRPQT09>

AGENDA

1. Call to Order/Welcome
2. Agenda approval
3. Public comment
4. Approve Meeting Minutes
 - April 18, 2022
5. Update on DPS plan for support of regional dispatch centers (see text of State budget)
6. Discussion/motion on voluntary FY 23 capital contributions (see recommendation)
7. Discussion/motion to purchase dispatch consoles (see recommendation)
8. Review financial report
9. Other business
10. Next meeting
11. Adjourn



Monday, April 18, 2022
8:30 AM

DRAFT MINUTES

Attendees: Steven Locke (Chair – Burlington), Aaron Frank (Vice Chair – Colchester), Jessie Baker (South Burlington), John Audy, (Winooski); Erik Wells (Williston). Others present: Charlie Baker (CCRPC – Acting Secretary), Cassandra Stirling (Burlington PD), Mike Nosek (Colchester Dispatch), Wade Labrecque (Burlington Police); Aaron Collette (Williston Fire), Richard Weinisch (Burlington Police) ; Patrick Foley (Williston Police), Shawn Burke (South Burlington Police). Brian LaBarge (Burlington Police), and Michaela Fody (Milton).

1. Call to Order/Welcome

Locke called the meeting to order at 8:30am.

2. Agenda Approval

Baker moved the agenda as presented. Frank Seconded. All in favor. Motion carried.

3. Public comment

None.

4. Approve February 28, 2022, meeting minutes

Frank moved approval of the minutes; Wells seconded. All in favor. Motion carried.

5. Discussion on DPS plan for support of regional dispatch centers

Locke noted the Governor proposed \$11 million for the transition to regional dispatch centers passed the House with a study required by next spring. The Senate is also including that total amount with a portion (maybe \$6-8 million) available for immediate use. There will likely need to be some engagement with the legislature during the conference committee process.

6. Discussion updated proposed startup timeline & costs

Frank reviewed the memo in the packet including revenues, expenses, and timeline. Members need to talk about state and local contributions. Targeting start-up of dispatch by July 2023. Hoping to have all five municipalities onboard by the end of 2023. Locke asked Baker about the timeline for rent. Rent likely to start at the beginning of 2023. Utilities for fit-up would also need to be factored in. Baker expressed appreciation for the effort Frank put into this draft timeline and funding outline. Baker suggested moving up the decisions by municipal boards from December to September/October. Frank noted that the capital commitment from the municipalities is a critical step. Locke noted that the level of State commitment is also important and would be helpful for municipal decision-making. Frank agreed that this is another critical step. Baker brought up possibilities of some of these activities happening in parallel. Wells asked about when we start looking at the draft job description. Locke also noted that there has been an additional \$150,000 applied for to Homeland Security that will help reduce the capital cost. This will be on next month's agenda so that it can be factored into municipal contribution decisions at the end of FY2022. Frank asked for future agenda topics on municipal contributions and console purchase. There was discussion about the interface between software, hardware, radios, etc. Locke noted that he is working with the console vendor to address concerns as they are raised.

7. Review Financial Report

Wells reported that there were no changes. There were no questions.

9. Other business

No other business.

10. Next meeting

The next meetings are scheduled for May 23rd and June 27th at 8:30am in South Burlington City Hall.

11. Adjourn

Wells moved, and Audy seconded, to adjourn the meeting at 8:59am. All in favor. Motion carried.

Respectfully submitted, *Charlie Baker*

(b) \$11,000,000 is appropriated from the General Fund to the Department of Public Safety for regional dispatch funding. The funds are subject to the following conditions:

(1) \$4,500,000 shall be held in reserve until the report required by Sec. E.209.1 of this act is submitted and further approval to expend the funds is granted by the General Assembly.

(2) \$6,500,000 to provide grants to regional dispatch facilities upon approval of the Joint Fiscal Committee subsequent to review of a Regional Dispatch Facility grant plan submitted by the Commissioner of Public Safety. The plan shall include the extent to which federal funding sources may be available for regional dispatch.

Sec. E.209.1 PUBLIC SAFETY – VERMONT STATE POLICE; DISPATCH WORKING GROUP; TRANSITION PROPOSAL; REPORT

(a) Creation. The Commissioner of the Department of Public Safety shall convene a working group on the new regional dispatch model. The task force shall provide a written report to the Governor and the General Assembly on or before December 1, 2022. The report shall include recommendations on:

(1) The long-term funding model for regional dispatch that fairly assesses costs statewide, does not unduly affect property taxes, and clearly identifies the potential impact on property taxes;

(2) The estimated timeline and transition funding needed as new regional dispatch centers come online and local dispatch services are transitioned away from State-operated facilities.

(3) Identify the reduction in workload that will result at the two Vermont State Police dispatch centers from a fully operational regional dispatch model.

(b) Membership. The working group shall be composed of the following members:

(1) one representative of the Vermont State Police, selected by the Commissioner of Public Safety;

(2) two representatives of local legislative bodies, selected by the Vermont League of Cities and Towns, one of which utilizes a State-dispatch center and one of which utilizes an existing regional or local dispatch center;

(3) one representative of an existing local or regional dispatch center, selected by the Vermont League of Cities and Towns;

(4) two police chiefs, selected by the Vermont Police Chiefs Association, one of whom utilizes a State-dispatch center and one of whom utilizes an existing regional or local dispatch center;

(5) one emergency medical responder, selected by the Vermont EMS Advisory Committee;

(6) one firefighter, selected by the Vermont State Firefighters Association;

(7) one sheriff, selected by the Vermont Sheriffs Association; and

(8) one representative of the Enhanced 911 Board, selected by the Board Chair.

(c) Powers and Duties. The working group shall:

(1) Consider and document how current dispatch services are provided statewide and the various methods of funding that exist to cover the cost of dispatch services. This shall include detail by town and or by emergency service provider. This analysis shall identify any funding inequities that exist in the current system between those entities paying for services using local funds and those entities receiving dispatch services provide by the State without cost. The analysis of current costs and payments flows for dispatch services shall be compared to the projected costs and payment flows under the new regional dispatch model. This analysis shall also estimate how first responder entities dispatched though the new regional system may be financially impacted in the transition to the new regional system.

(2) Identify a transitional timeline and the tasks to be completed within that timeline for transitioning to the new regional dispatch model.

(3) Identify any State resources that may become available once the new dispatch system is fully operational and recommend if and how such resources should be distributed to equitably reduce local costs.

(4) Identify any other ongoing sources of statewide revenue to be dedicated to statewide emergency response communications to equitably reduce local costs.

(d) Meetings.

(1) The Commissioner of Public Safety or designee shall call the first meeting of the working group.

(2) The working group shall determine its chair from among the members of the working group.

(3) A majority of the membership shall constitute a quorum.

(e) Assistance. The working group shall have the administrative, technical, and legal assistance of the Department of Public Safety.



MEMO

To: CCPSA Board
 From: Aaron Frank, CCPSA Vice Chair
 Date: May 10, 2022
 Re: Local Capital Match

We are nearing our capital and pre-operational startup cost estimated fund raising goal of \$3.1M as noted below. This funding is comprised of certain funding including: a state grant of \$252,744 and federal community directed funding of \$750,000 and a FY 21 Local Capital Match of \$300,000. There is significant state funding provided in the FY 23 State budget, of which we hope to access at least \$1,500,000. That will leave additional estimated funding of \$312,553,444, although we intend to see additional grants but may also discover added expenses. Should capital and startup funding exceed the needs, it will be returned to local communities in the same shares it was provided after the startup phase has ended and the operating phase of providing dispatch services to all communities noted below has begun. Below is a split of this funding by community which has increased slightly from last month given interest in hiring the director and occupying the space earlier.

I'm seeking a motion "To approve voluntary local contributions to CCPSA in the amounts noted in a May 10, 2022 Memo from Aaron Frank, and which such amounts if voluntarily agreed to by each community shall be paid to CCPSA no later than July 15, 2022"

FY 23 Startup Costs			
5/10/2022			
Startup Capital and Operating Sharing			
Municipality	FY 19-21 Avg. Yearly. CFS	% of cost	FY 23 Capital
Burlington	33,670	40%	\$ 123,878
Colchester	15,659	18%	\$ 57,614
South Burlington	16,903	20%	\$ 62,190
Williston	9,307	11%	\$ 34,241
Winooski	9,412	11%	\$ 34,630
Total	84,951	100%	\$ 312,553

5/10/2022		
Capital and Startup Funding for FY 23		
Source	Amount	Secured
2021 Local Funds	300,000	x
State Grant 2022	252,744	x
Federal FY 22	750,000	x
2023 State Funds	1,500,000	
2023 Local Funds	312,553	
Total	3,115,297	



MEMO

To: CCPSA Board of Directors

From: Steven A. Locke, CCPSA Chair

RE: Console Purchase

Date: May 11, 2022

Recommendation

1. The CCPSA should purchase Avtec Scout dispatch consoles to operate in the new regional dispatch center.
2. The CCPSA should direct public safety leaders to research and recommend an updated land-mobile radio system best suited to serve the current and future public safety needs, understanding this is not a pre-requisite to CCPSA beginning to providing dispatch service, and secondary in importance to starting CCPSA itself, and that movement towards this goal may begin with selecting common and interoperable equipment for individual municipalities and agencies.

Background

As you are aware there has been some debate on which brand of dispatch console the CCPSA should purchase. As part of the procurement process, I have met with both the local and regional sales associates on several occasions in an effort to understand the best path forward. Additionally, leaders from our public safety departments met with the Motorola/Avtec representatives to explain the products and to answer questions. While there was not unanimous agreement among the public safety leaders on the best product to purchase, I do believe the majority support purchasing the Avtec brand. Additionally, the regional Motorola sales representative also recommended the Avtec dispatch console for our application.

The options for purchase are the Motorola 7500E or the Avtec Scout which is also a Motorola product.

The Motorola 7500E is a reliable dispatch console that has been in service for years. The primary benefit of this console is that it interfaces/connects directly with our radio systems and does not rely on third party software. The disadvantages of this console is that it has been in service for many years and is likely to be phased out in the coming years. While Motorola maintains these units for five to seven years after phase out, it is possible the console would outlast the service life. The other disadvantage is the costs. The Motorola console costs approximately 30% more on initial purchase, and the software upgrades which are required every few years cost approximately 45% more than the Avtec.

The Avtec Scout console is another reliable dispatch console which was recently purchased by Motorola and is being included in their product suite. A few years ago the State of Vermont awarded the contract to Avtec for the purchase of dispatch consoles in all State and local public safety answering points (PSAPs). The primary benefit of the Avtec console is interoperability amongst all other PSAP consoles as well as affordability. Motorola will guarantee a 15 year service agreement on the Avtec console. The disadvantage of the Avtec console is the reliance on third party software to interface/connect with radio systems. While these units are already in operation in several locations, it does rely on more components to make the same connection.

Radio Infrastructure

While the initial plan of the CCPSA is to utilize each communities existing land-mobile radio systems, there is little doubt that newer technology exists that would allow for increase interoperability among the public safety departments. Given that several communities in our region are considering upgrading their radio systems and infrastructure, the time is now to consider a countywide radio system. This is universally agreed upon by all involved.

Thank you for your consideration and I look forward to any questions you may have.