

Central Vermont Public Safety Authority
Central Vermont Chamber of Commerce Building
August 18, 2016
Meeting Minutes – Draft

Directors present: Alexandra Pastor and Kim Cheney (6:35), at large directors; Dona Bate representing the City of Montpelier; Martin Prevost and Michael Smith, representing Barre City.

Directors absent: Doug Hoyt, at large director and; Tom Golonka, representing the City of Montpelier.

Others attending: Paco Aumand, CVPSA Executive Director; David Delcore, Times Argus reporter; Caroline Earle; Tony Facos; Azailiah and Zack Tillinghast.

The meeting was called to order by Vice Chairman Alexandra at 6:32.

The Agenda was approved without objection.

The Minutes of the July 21st meeting were approved by unanimous consent.

Paco delivered the Executive Director's report including: Using the fund balance to help pay for the communication upgrade implementation; the need to talk about cash flow, a payment schedule and, establishing a fund disbursement policy; the tight time line to get the communications equipment set up and implemented, as required by the communications grant; the CVPSA should 'expect' to get audited because we are a new entity and therefore considered "high risk" and; future funding opportunities with the USDA which has money available for telecommunication upgrades.

The Board had a brief discussion about going back to the two meeting a month (first and third Thursdays) beginning Sept 1st.

The Board had a discussion regarding dispatcher training and the training schedule. Due to the work implementing telecommunication upgrades the Board decided on delaying the beginning of training until after the first of the year. The content of dispatcher training will include customer service and liability issues as agreed upon by both chiefs and Fred Cummings, Supervisor for Capital West.

A motion to approve reimbursement of dispatcher supervisor training for Fred Cummings (Capital West Dispatcher Supervisor) was made by Dona, seconded by Martin. **Motion passed.**

The Board had a discussion about the need for the respective City Council's to cede authority for dispatch services beginning July 1, 2017. The Board needs to develop documents to bring to the Councils before the end of the year – both an MOU and an Operations Plan for the new Communications

Center. Paco suggest the Board “kickstart” the development of these documents beginning in September.

The Board further discussed the need for the Executive Director to be part of the municipal budgeting process.

The Board wished to discuss issues dealing with labor/personnel. A motion finding that premature general public knowledge of these discussions would clearly put the Authority at a substantial disadvantage should the discussion be made public was made by Dona, seconded by Michael. **Motion passed. The Board invited attorney Caroline Earle, representing the Fraternal Order of Police (which represents dispatchers) and, Montpelier Police Chief, Tony Facos.**

A motion to go into executive session under the provisions of 1 VSA sections 313 to discuss labor/personnel issues and, to invite Montpelier Police Chief Tony Facos and attorney Caroline Earle, representing the Fraternal Order of Police, to join the session, was made by Dona, seconded by Michael. **Motion passed. The Board went into executive session at 7:07pm. Chief Facos and attorney Earle left at 7:41pm.**

The Board came out of executive session at 7:55pm on motion of Dona, seconded by Martin. No further action was taken.

A motion to adjourn was made by Kim, seconded by Martin. **Motion passed. Meeting adjourned at 7:55pm.**

Respectfully submitted by,
Michael Smith
CVPSA Secretary

The Next regularly scheduled meeting of the Central Vermont Public Safety Authority will be held September 1st 6:30pm at the Central Vermont Chamber of Commerce Building .