

Central Vermont Public Safety Authority Board Meeting
May 19, 2016 – 6:30PM-8:00PM
(Central Vermont Chamber Office – Berlin, VT)

Regular Meeting

1. Call to Order
2. Approve Agenda
3. Public Comment
4. Approve Minutes 05/05/16
5. Executive Director's Report -Paco
6. Consulting work for telephones and radio interfaces for dispatching – Paco

This discussion is intended to seek Board approval to hire consultants to advise the Board on how to interface the phone systems and radio systems between the two dispatch centers. In a meeting with Radio North this week they advised that before we purchased equipment we needed and inventory of radio equipment and needs so that a preliminary design could be determined. They will be providing a quote for services for the meeting but the preliminary estimate is in the \$6,000 - \$7,000 range. A separate estimate for telephone consultation will also be received by the Board meeting.

7. Revised Accounting, Auditing, and Financial Reporting Policy Needs Review and Approval – Paco

A change has been made to the above policy on the advice of the Department of Public Safety to ensure that we track the spending of federal funds and keep the expense separate from our other expenses. Therefore, the following language has been added to the **Receipt of Federal and State Grants** section.

“Invoices shall be recorded with the grant number and with a chart of account number that is preceded by an “F” for federal or “S” for state. As an example equipment purchased with federal money shall have the grant number recorded on the invoice and the chart of account number shall be **2016-05F. Once a check is written in payment for this grant expense a copy of the check shall be placed with the invoice.**”

8. Executive Session – If needed
 - a. T. 1 Sec. 313 (B).
9. Adjournment