



CENTRAL VERMONT PUBLIC SAFETY AUTHORITY PUBLIC HEARING DOCUMENT

Budget Information Presentation 2018

Abstract

This document contains information on the Central Vermont Public Safety Authority's (CVPSA) FY 19 budget request.

Presented By: CVPSA Board of Directors

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Introduction

This document has been prepared by the Central Vermont Public Safety Authority to explain the budget request for fiscal year 2018-2019. It is intended to provide the reader with a snapshot of the budget request along with the work the CVPSA has been involved with. It also provides more detail of the individual budget line items and an explanation of each line.

Also included in this document are performance expectations with deliverables for 2018. A summary of action plans and tasks is also included. The table of contents can point the reader to relevant information.

Thank you for your previous and on-going support for our continued efforts to enable central Vermont Communities to be safer from crime, fire, and medical emergencies through thoughtful, technologically sophisticated communications and responses between emergency service providers and the community.

Budget Presentation Overview

Highlights of FY 19 Budget

- Includes;
 - Funding for an Executive Director.
 - Work on developing a single site dispatching plan and advancing a new simulcast radio system.
 - Work collaboratively with Capital Fire/Capital West.
 - Funding within technology services to pay for data circuit - \$7,250 and funding for engineering and design requirements for a new radio system.
- Sources of Revenue
 - CVPSA Reserve Fund - \$40,000
 - Barre City - \$31,800
 - Montpelier - \$28,200

Performance Expectations for 2018

- Capital Fire Mutual Aid System (CFMAS)
 - Deliverable: CFMAS Joining CVPSA
- Simulcast Radio System Project
 - Deliverable: Plan for funding and acquisition of a new system November 2018
- Single Site Dispatching Center
 - Deliverable: Plan for a single site dispatch center – November 2018
- Tracking of S.273
 - the removal of 911 call taking from the Vermont State Police and the creation of public safety planning grants.
- Public Outreach
 - Deliverable: Distribution of comments/feedback and incorporate these in plans.
- Exit Strategy
 - Deliverable: All reports and plans delivered to City Councils for action by November 2018. No action, no further work by CVPSA.

Resources

- Why a simulcast radio system?
 - <http://digital.vpr.net/post/crowded-radio-frequencies-complicate-emergency-communications#stream/0>
- CVPSA planning documents
 - www.cvpsa.org

Performance Expectations for 2018

Capital Fire Mutual Aid System (CFMAS)

Hold meetings with representatives of the CFMAS and Capital West to develop a memorandum of agreement (MOA) for joining, as a member, the CVPSA. An MOA should be developed that is mutually agreeable and beneficial to both organizations. A vote of the CFMAS membership should occur as soon as an MOA is agreed upon which should be in March or April of 2018.

Simulcast Radio System Project

The CVPSA will work collaboratively with our members and the CFMAS/Capital West Communication Committee to identify the following, which is not all inclusive;

- the need for a new radio system,
- the steps required for planning this new system including the engineering and design of new towers,
- the planning issues associated with obtaining approval for the costs of new system from all the effected communities,
- determine if grants exist for any or all the costs of a new system, and
- the issues and mechanism for bonding for this new system to include a fair and equitable cost formula.

A report/plan shall be prepared detailing the above by November of 2018.

Single Site Dispatching Center

The previous dispatching plans have focused on the CVPSA assuming management and direction of both dispatching centers. The intent of this approach was to have a phased approach for implementing new technology, sharing calls for service between the centers and further studying the transition of merging the two centers into one location. This idea has been rejected. Management and staff from both Montpelier and Barre City believe the best way forward regarding combining dispatching services to have the services housed in one location.

Therefore, a more detailed planning process will be initiated leading to report/plan for housing dispatching services in one location. This will be completed for review by the City Council's by November 2018.

Tracking of S.273, the removal of 911 call taking from the Vermont State Police and the creation of public safety planning grants.

The CVPSA believes this is significant move in terms of redefining how 911 call taking will be managed in Vermont and how public safety services may be delivered in the future. This will require a close monitoring of this piece of legislation. The CVPSA intends, through its Executive Director, to help support this legislation in a way that will enhance not hinder the delivery of public safety services in Central Vermont.

Public Outreach

The Board of Directors will hold a minimum of three public outreach meetings to garner public comments on the future of regionalization of public safety services in Central Vermont. These sessions will include an update, when appropriate of the

work of the CVPSA to date and a solicitation of ideas and comments from the public's concerns about public safety. If desired the Board of Directors will help facilitate a meeting of the two City Council's to understand their concerns about the public safety regionalization, integration and/or consolidation. The Board will produce a report of the outcomes of these meetings to be presented for public comment as these meetings occur.

Exit Strategy

Fiscal Year 2018-2019 (FY19) is a pivotal year in the life of the Central Vermont Public Safety Authority. It represents the fourth year of funding for the organization. The performance expectations are clear as they represent the addition of third municipality, work on a major dispatching problem (radio coverage and interference), a desired dispatching outcome (single site) and monitoring a legislative initiative that could have a significant impact on public safety services in Central Vermont.

The reports/plans/MOA that are to be presented are significant deliverables, but they will require action. Failure to act on the efforts contained in these documents will mean a failure to embrace the idea of integration, consolidation or regionalization (at this time) and thus should spell the end of funding for the Central Vermont Public Safety Authority. The performance expectations for 2018 are designed to coincide with the budget discussion for FY 2020. Failure to act on these plans will mean the return of remaining funding back to the CVPSA members and no new funding for FY 2020.

The information contained on the following pages represent the work effort of the Central Vermont Public Safety Authority to date.

Action Plan for the remainder of FY 18 (November 2017 – June 2018) and FY 19 (July 2018 – June 2019).

The following are tasks that the CVPSA will continue to work in fiscal year 2018 and fiscal year 2019.

FY 18

- ❖ **Work with the Senate Government Operations Committee on developing language for a “bill” authorizing planning funding for regional public safety services. (S. 273)**
- ❖ **Work with the Senate Government Operations Committee on establishing a fair and equitable funding formula for the Vermont State Police and/or a state subsidy for dispatching.**
- ❖ Continue with Capital Fire Mutual Aid District (Capital West) discussion of joining the CVPSA and prepare the necessary documents for inclusion.
- ❖ Formalize policy and procedures for dispatching and develop an implementation plan.
- ❖ Develop a coordinated training plan for dispatchers and obtain buy-in to execute this plan.
- ❖ Work on amendment to CVPSA Charter to address short and long-term governance concerns.
- ❖ Work on budget issues for FY 19.
- ❖ Continue discussions with employees on how to make dispatching a better service.
- ❖ Plan for a capital bond vote in FY 19 (March 2019) for technology improvements.
 - Determine cost for a simulcast radio system that would incurred by individual communities.
 - Determine costs for a computer aided dispatch system and how the costs would be distributed amongst the CVPSA members.

FY 19

- ❖ Seek approval for a single site dispatching center if it is determined to be cost effective.
- ❖ Integrate Capital Fire Mutual Aid District into CVPSA Board.
- ❖ Work on labor/management issues leading to collective bargaining agreement.
- ❖ Monitor and/or apply for grants relating to passage of S. 273.
- ❖ Prepare budgets for FY 20 for standalone CVPSA managed dispatch (March 2019).
- ❖ Begin planning for unified police services.

Summary of Action Plans for Calendar Years 15, 16, and 17.

The following are high level tasks that have been completed since the hiring of the executive director and the organization of the Central Vermont Public Safety Authority.

2015

- ❖ Consolidated or Regionalized Dispatching Services – The fall of 2015 was dedicated to the development of a business case (6 versions) for regionalizing dispatching services.
 - **A comprehensive review of four alternatives was undertaken.**
 - Building a stand-alone new dispatch center. (Alternative A)
 - Closing one center and dispatching out the other. (Alternative B)
 - Combining the resources and operating out of both. (Alternative C)
 - Keep things “As Is”. (Alternative D)
 - **Working together out of two locations is the best solution.**
 - Work to seamlessly connect all dispatch employees with the dispatch functions in both Cities.
 - Work to implement the necessary radio and phone systems to allow this to happen.
 - This solution creates a redundant system in case of disaster.
 - 12-18-month process and CVPSA is planning on an expected \$24K in overtime savings after fully implemented.
- ❖ Build CVPSA Organizational Structure – A considerable amount of time was spent in getting organized.
 - Hired an Executive Director
 - Joined VLCT.
 - Established our financial accountability structure: purchasing policy, financial statements and established a DUN number.
 - Developed a business plan for the organization.
 - Working on launching a web site and creating an organizational
- ❖ Outreach and Education
 - Worked with the Chiefs and members of the union to determine the issues that impact them and how might the Authority help them in providing a better public safety environment in the communities.
 - Worked to educate others on what the Authority is trying to accomplish and worked to educate ourselves about issues facing public safety. Approx. 55 individuals have been spoken to in 6 months.

2016

- ❖ FY 16 Budget request includes a Level funded budget over FY 15.
 - \$25K of additional funds over the FY 16 budget will be used to continue dispatch training and operational testing for dispatch.

- ❖ Consolidated or Regionalized Dispatching Services – This year, 2016, has been dedicated to implementing radio improvements and the development of a strategy for assuming management and direction of dispatch services.
 - Two grants totaling \$75,000 were received to purchase a radio console and install a radio bridge between the two cities allowing for better communications.
 - Ceding documents were prepared and went through an extensive Board review process.
 - **Proposal for CVPSA management and direction of dispatching presented to City Councils in December of 2016.** The Councils want more information and a refined plan.
 - ❖ Outreach and Education
 - Worked with the Chiefs and members of the union to determine the issues that impact them and how might the Authority help them in providing a better public safety environment in the communities.
 - Hired a labor attorney to work with the union and employees to move a regional dispatch system forward.
 - Worked to educate others on what the Authority is trying to accomplish and worked to educate ourselves about issues facing public safety. Approx. 115 individuals have been spoken to as of November 2016.
- 2017**
- ❖ **Formed a dispatch executive committee to help build a structure for dispatching and build support between management and employees.**
 - Held two facilitated workshops with dispatch personnel to determine issues related to dispatch operations and working with the CVPSA.
 - ❖ Prepared revised strategic dispatch operations plan and “ceding of authority” document.
 - ❖ **Promoted and funded training opportunities for staff.**
 - APCO Conference (Orlando, FL) for Fred Cummings, August 2016 – Approximately \$1800
 - Flight for Fred Cummings to attend training - \$1100
 - APCO Public Safety Leader training program for Fred Cummings (Jan. 2017) - \$995
 - Crisis Negotiations for Telecommunications, June 12, 2017
 - Customer Service in Today’s Public Safety Communications Center, June 13, 2017 - \$796 for both crisis negotiations and customer service.
 - Active Shooter Incidents, June 26, 2017 – Cancelled
 - Bullying and Negativity in the Communications Center – Cancelled
 - APCO Communications Training Officer Program for Dani and Annette (June 2017) - \$838
 - APCO Communications Training Officer Program for Carrie McCool (August 2017) - \$439
 - Active Shooter Incidents, (Hartford PD) for David Rubalcaba, September 26, 2017 - \$199.
 - ❖ Appeared before both City Councils with a revised dispatch plan, only moving forward with Montpelier after determining a lack of support for the plan from management and employees.
 - The plan for moving forward with Montpelier was rejected by the City management in favor of working on developing a single site dispatching center.

- ❖ Attended a meeting with Capital Fire Mutual Aid System representatives and Capital west to discuss the benefits of them joining the CVPSA. Agreed to work on a memorandum of agreement that is mutually agreeable to both organizations.

2017 Annual Report

After several years of planning the Central Vermont Public Safety Authority (CVPSA) became a reality. In 2014 a legal charter was created by the Vermont General Assembly. The proposal (House Bill 892, 2014 legislative session) was signed into law by Governor Peter Shumlin on May 20, 2014. The voters of the Cities of Montpelier and Barre approved the creation of an authority. Although the CVPSA is a separate municipality, it is accountable to the voters of Montpelier and Barre. The Authority exists for only one purpose and will have but one management goal: to enable central Vermont Communities to be safer from crime, fire, and medical emergencies through thoughtful, technologically sophisticated, communications and response between providers and community.

The proposed requested budget amount from the tax payers in both Cities for fiscal year 2018-2019 is reduced by 40% this year. While the operating funds are level funded in FY 2018-2019 from FY 2017-2018 the CVPSA is planning on utilizing projected reserve funds to lower the requested tax payer allocation. The cost allocation breakdown for both cities follows the cost model that has been adopted by both City Councils.

Prior to 2016 the Authority's Board of Directors spent much of its time assessing the dispatching services in the area and developing a plan to regionalize these services. The Board presented a two- dispatch center plan to both City Councils in December 2016. Opposition to this plan was voiced by City management and employees causing the CVPSA to re-think the proposal. During 2017 much time was spent on meeting with management and staff to determine the best dispatching solution. Consensus was that a single site dispatching solution was the preferred path forward. This change in direction was going to require more planning than could be accomplished in 8 months. Therefore, the CVPSA proposed again the two-center concept as a way of phasing in the new management structure while working on how to share calls for service and to accomplish the planning necessary to transition to a single site. This was also rejected. A third plan was developed that called for the CVPSA board to oversee certain aspects of dispatching while working collaboratively with the Montpelier City Council and staff without transferring staff to the employment of the CVPSA. Management from the City of Montpelier felt this type of oversight was not needed and in practice would be cumbersome to implement. This plan has been stalled in favor of doing more planning surrounding the development of single dispatching site.

The board is now working towards adding the Capital Fire Mutual Aid System as a member to the CVPSA. Ongoing plans will also take place in 2018 to identify a location and costs associated with developing a single dispatching facility. Everyone believes that the single site concept is the best way to achieve an integrated full service public safety dispatching system.

A major radio problem involving Canadian interference and frequency talk congestion has been identified as a significant issue for Central Vermont Fire/EMS dispatching services. Working with both Cities and the Capital West Dispatch Committee to seek a bond for a new simulcast radio system by FY 2020 will be a major focus of the CVPSA in 2018. This radio interference is the single biggest problem with communications in Central Vermont and fixing it will significantly improve dispatching and communication efficiency. The Central Vermont Public Safety Authority as a broad based governing body is uniquely positioned to help all Central Vermont communities collaboratively work on a financial solution to this radio problem.

The CVPSA web page is operational with agenda, minutes of the meetings and other planning documents available for review at www.cvpsa.org. Agendas of Board meetings and minutes are also available at both the Montpelier and Barre City web sites.

The Board of Directors and staff of the Central Vermont Public Safety Authority include the following.

Tom Golonka, Chair

Tom is a former Montpelier City Council Member appointed to the CVPSA board in August of 2014. In his professional career, Tom is a partner with Silverlake Wealth Management in Williston and Montpelier, VT. Tom serves as Vice Chair of the board of Trustees of the UVM Health Network - Central Vermont Medical Center, and a Chair of the Vermont Pension Investment Committee (VPIC). His current term expires in March of 2019.

Michael Smith, Vice Chair

Michael is a former Barre City Council member appointed to the CVPSA board in August of 2014. He is active in the Barre community and has served on both the Greater Barre Public Safety Advisory Committee and the Greater Barre Community Justice Center board. Michael works as a driver for the Ready To Go Program of Good News Garage based in Burlington. His two year term on the board expires in March of 2018.

Robert Sager, Treasurer

Bob has been a long-standing member of the efforts to bring about public safety regionalization to Central Vermont. He served on previous study committees leading up to the creation of the Authority. He was President, Vice President and Treasurer of the Barre Partnership, President of the Barre Merchants Bureau. He has also served on various city committees and is currently on the Barre Partnership's Economic Development Committee, Retail Committee and on the board of the Barre Lions Club. He is a retired business owner.

Dona Bate

Dona is a Montpelier City Council Member who was appointed to the CVPSA board in August of 2014. Dona operates her own business, dbate Speaking; where she is a speaker, trainer and facilitator. Dona brings five years of service to the public safety committee which studied the feasibility of this regional public safety authority, and which successfully advocated for its being chartered. Dona says, "regional services will benefit both residents and employees." Her current term expires in March of 2018.

Kimberly Cheney

Kim is an Attorney living in Montpelier who was appointed in August 2015 as an at large member of the Board for a term expiring in March, 2016 and was subsequently elected in 2016 for a three year term ending in March of 2019. His service as Washington County State's Attorney and Vermont Attorney General brings practical public safety experience to the board. He joined the Board saying: "Regionally managed public safety can bring communities to work together for the benefit of those

who serve and those who are served.” He also serves as Chair of the Board of Directors of the Vermont State Employees Credit Union (VSECU) and Vice Chair of the Montpelier Planning Commission.

Douglas Hoyt

Douglas Hoyt was raised in Montpelier and graduated from St Michael’s High School. He has since attained an Associate’s Degree in Criminal Justice from Vermont College and a Bachelor’s Degree in Government from Norwich University. He is also a Graduate of the FBI National Academy. Doug has retired from active law enforcement serving as Montpelier’s Chief of Police for 26 years. His was elected to the Board in March of 2015 to a term that expires in March Of 2018.

Martin Prevost

Martin has lived in Barre City since 1978 when he moved here from Montreal. He was appointed to the Board in March of 2015 and re-appointed March of 2017 for a term ending in March of 2019. He is a currently employed by the Vermont Department of Liquor Control and was previously a Barre City Police Officer. He has been active in the Barre community including serving as school board member and city councilor as well as other civic boards and committees.

Samuel M. Dworkin

Sam lives in Montpelier and is an attorney working in Barre, VT for Martin and Associates. He is a 2013 an Honors Graduate from Vermont Law School with a Certificate in Dispute Resolution. He was elected as an at large member of the Board of Directors for the Central Vermont Public Safety Authority in March of 2017. Sam’s three-year term expires in March 2020.

Francis (Paco) X. Aumand III, Executive Director

Mr. Francis (Paco) X. Aumand III has 39 years of law enforcement experience including service at the municipal and State levels in Vermont. Before his appointment as Executive Director for the Central Vermont Public Safety Authority, in July of 2015, he served as the Deputy Commissioner for the Vermont Department of Public Safety. Mr. Aumand also was employed as Executive Director of the Vermont Criminal Justice Training Council, and he served with the Bellows Falls Vermont Police Department for 14 years, the last 7 of those years as Chief of Police. He holds a Master of Science in Administration from St. Michael’s College, Colchester, VT.

FY 19 Strategic Budget Narrative

The Central Vermont Public Safety Authority (CVPSA), comprised of the City of Montpelier and the City of Barre, is dedicated to establishing an affordable, integrated, efficient system of public safety services (fire, police, emergency medical services and dispatching), initially for the Twin Cities and possibly for all Central Vermont. A long journey begins with the first step – creating a single dispatch system to enhance public welfare by providing rapid, coordinated response to emergencies in member communities with highly qualified personnel.

The first budget for CVPSA began in fiscal year 2016, which finished the year with an \$18,724 surplus. Fiscal year 2017 involved the receipt of \$75,000 in federal grant money to pay for of new radio equipment and a bridge allowing communication between Montpelier and Barre City. FY 18 began with a surplus that is, in part, a result of holding payment for the installation of the radio equipment.

In fiscal year 2019, the CVPSA will continue the development of a single site dispatching service. More importantly CVPSA is working to bring the Capital Fire Mutual Aid System into the CVPSA as a member. We collectively will work on developing a simulcast radio system that will improve dispatching services for fire departments within 20 Central Vermont communities. The CVPSA plans on using \$40,000 of reserve funds to offset the FY 19 operating expenses (24 App. V.S.A. Chapter 901, § 32(b)) thus reducing the amount of the appropriations from its members.

The fiscal year 2020 and 2021 budget projection at this time continues a financial status quo until a commitment by the Cities is received to move staff operations (dispatching) under the CVPSA.

The fiscal year budget for 2018-2019 (FY 19) is represented below along with projections for future years.

Central Vermont Public Safety Authority Budget Projections					
<i>Budget Summary:</i>	FY 17 Approved Actual	FY 18 Approved Budget	FY 19 Budget Requested	FY 20 Projected Budget	FY 21 Projected Budget
Expenditures					
Personnel	\$ 53,764	\$ 75,980	\$ 91,390	\$ 80,020	\$ 80,020
Operating	\$ 3,500	\$ 8,505	\$ 8,610	\$ 8,900	\$ 8,900
Dispatch Training	\$ 25,000	\$ 10,000			
Joint Operations Planning		\$ 5,515			
Total Expenditures	\$82,264	\$ 100,000	\$ 100,000	\$ 88,920	\$ 88,920
Montpelier Dispatching					
Barre City Dispatching	\$ -				
Total Dispatch Expense	\$0	\$ -	\$ -	\$ -	\$ -
Total CVPSA and Dispatch	\$82,264	\$ 100,000	\$ 100,000	\$ 88,920	\$ 88,920
Revenue					
	FY 17 Actual	FY 18 Actual	FY 19 Request	FY 20 Budget	FY 21 Budget
Balance on Hand	\$ 18,724	\$ 59,322	\$ 40,000		
Miscellaneous					
Montpelier CVPSA Formula	\$ 47,000	\$ 47,000	\$28,200	\$ 41,792	\$ 41,792
Montpelier Dispatch Costs			\$ -	\$ -	\$ -
Barre CVPSA Formula	\$ 53,000	\$ 53,000	\$31,800	\$ 47,128	\$ 47,128
Barre Public Dispatch Costs			\$ -	\$ -	\$ -
Total Revenue	\$118,724	\$ 159,322	\$ 100,000	\$ 88,920	\$ 88,920

Line Item Budget Explanation

FY 17, FY 18, FY 19, FY 20 and FY 21

Produced for the FY 19 Budget Request

The Charter for Central Vermont Public Safety Authority stipulates that the Board of Directors develop for review and comment a budget history for the preceding two years, a proposed budget for the next fiscal year and a budget projection for the two successive years.

This document is intended to provide an explanation of the budget line items for the budget request of the CVPSA. These budgets provide funding to operate the CVPSA and to advance the implementation of the Central Vermont dispatching system.

Personnel Services

2016-01 - Executive Director Salary – This line item is associated with the payment of the Executive Director’s Salary. It is also intended to be expanded in time to reflect the salary of other employees. Except for fiscal year 16, it does not reflect benefits.

In FY 17 the line item includes the salary for the Executive Director.

In FY 18 this line item includes the salary of the Executive Director, it includes a projected 1.6% cost of living adjustment (COLA).

In FY 19 this line item includes the salary of the Executive Director, it is level funded.

In FY 20 this line item includes the salary of the Executive Director, it includes a projected 5% COLA.

In FY 21 this line item includes the salary of the Executive Director, it is level funded.

2018-01 - Director of Public Safety – **The cost for this position has been eliminated in the budget projections.**

2016-02 - FICA & Medicare – This line item includes taxes paid by CVPSA as a benefit to the employee. This cost represents 8% of the wages paid to the employee.

In FY 17 this line increased 5% due to the wage increase in the Executive Director’s salary.

In FY 18 this line continues. The increase is based on the increase of the Executive Director’s salary.

In FY 19 this line continues. This is level funded.

In FY 20 this line continues. The increase is based on the increase of the Executive Director’s salary.

In FY 21 this line continues. The is level funded.

2017-03 - VLCT - This line item includes the costs associated with belonging to the Vermont League of Cities and Towns along with paying for the CVPSA insurance that is paid as part of belonging to the league.

This category was not budgeted for in FY 16 and the cost for membership was found to \$2,058. The cost identified in FY 17 includes a slight increase (2%) in anticipation of COLA increases imposed by VLCT. The cost increase in FY 18 and FY 19 represents a level funded line item. In FY 20 and FY 21 it is anticipated that costs will increase.

2016-04 - Professional Services – This line item is intended to capture any professional services or other contractual services the CVPSA needs to engage in to advance the vision and mission of the organization.

It has been used to pay for the services of a labor attorney in FY 17 and will be used to continue those services in FY 18, 19 and 20.

This line item is taking a large jump in FY 19 as it is anticipated that professional services, especially associated with engineering and design of new towers for the radio simulcast project will have to be funded. These costs will try and be recovered as the cost formula is determined and a reimbursement schedule is identified. Other use of this line may include hiring professional services for helping to plan for a single site dispatching center.

Operating Expense

2016-05 - Equipment – This line item is intended to identify equipment that is purchased by CVPSA. An amount of \$500 was placed in this line item to begin the budget process. It is not anticipated that equipment will be purchased in FY 16.

Slight increases are projected throughout the fiscal years.

2017-06 - Training - This is line item is intended to reflect the cost of training for members of the public safety community. It is an expense that is intended to improve the efficient and effective delivery of services by the public safety community in Central Vermont. However, in FY 19 this line item is not being funded as funds are being directed into the simulcast radio project, which this enhanced radio system has been identified to fix a long standing significant problem with communications

Future budgets do not identify training as these costs should be incorporated in any funds received from the Cities for assuming functional responsibilities of police, fire, EMS or dispatching.

2018-01 – Joint Operations Planning – This is item not being funded in FY 19 and beyond.

2017-07 - Mileage Travel - This line item is a new expense and is designed to pay for personal use of vehicles for CVPSA employees and Board members. It is also intended to capture any other travel expense that is authorized by the Board.

In FY 17, \$1500 was received for this line item.

In FY 18, FY 19, FY 20 and FY 21 this line item has been reduced to \$500.

2016-08 - Office Supplies – This line item is intended to pay for any office supplies that are authorized for purchase. It includes paper, printer ink, and other office products necessary for carrying out the mission of the CVPSA.

In FY 17 this line item was reduced by 50% to \$500. FY 18 it is level funded and it is anticipated that in FY 19 and FY 20 it will slightly increase to \$600.

2017-09 - Technology Services – This line item is intended to capture all the technology cost of the CVPSA. This line item includes such things as paying for web services, purchase of software and hardware and any other technology that may be needed by the CVPSA.

In FY 17 \$1,600 was received for web services.

In FY 18 technology services is being increased to cover the costs of a data circuit that will connect the radio systems between Montpelier and Barre City.

In FY 19 the budget projection increases in anticipated of increased technology costs to further connect the two centers.

In FY 20 and FY 21 the costs are level funded.

Montpelier Dispatching - This is a line appeared in FY 18 and the 2017 annual report. It has been removed in this budget as CVPSA is not assuming dispatching responsibility.

Barre City Dispatching - This is a line appeared in FY 18 and the 2017 annual report. It has been removed in this budget as CVPSA is not assuming dispatching responsibility.

Revenue

Balance on Hand/Projected Reserve Funding – This line item includes funds that are unexpended and carried forward. These funds represent funds that are kept in reserve as authorized by the CVPSA Charter. The funds projected in the FY 19 budget are being used to offset the CVPSA operating costs thus reducing the appropriation request of tax payers.

Miscellaneous – This line item is used to capture funds that are received during the year and/or are otherwise put back into the budget to be used to offset expenses.

Montpelier CVPSA Formula – This line item represents the revenue received from the City Council approved formula used to fund the CVPSA. This approved formula calls for **Montpelier paying 47%** of the CVPSA operating expense minus the use of reserve funds and Barre City paying 53% of the CVPSA operating expense minus the use of reserve funds.

Montpelier Dispatching Costs – This line item is the cost that the Cities would be billed if CVPSA assumed dispatching responsibility it is expected to be a separate cost for the formula costs. It currently is not funded.

Barre City CVPSA Formula – This line item represents the revenue received from the City Council approved formula used to fund the CVPSA. This approved formula calls for **Montpelier paying 47%** of the CVPSA operating expense minus the use of reserve funds and Barre City paying 53% of the CVPSA operating expense minus the use of reserve funds.

Barre City Dispatching Costs – This line item is the cost that the Cities would be billed if CVPSA assumed dispatching responsibility it is expected to be a separate cost for the formula costs. It currently is not funded.

FY 19 Budget Line Item Detail

Central Vermont Public Safety Authority Budget Projections					
Expenses	FY 17 Budget Approved	FY 18 Budget Approved	FY 19 Budget Projected	FY 20 Budget Projected	FY 21 Budget Projected
Personnel Services:					
2016-01 Executive Director	\$ 60,000	\$ 61,000	\$ 61,000	\$ 64,000	\$ 64,000
2018-01 Public Safety Director					
2016-02 FICA & Medicare	\$ 4,800	\$ 4,880	\$ 4,880	\$ 5,120	\$ 5,120
2016-03 VLCT Membership and Ins.	\$ 2,100	\$ 2,100	\$ 3,000	\$ 2,300	\$ 2,300
2016-04 Professional Services	\$ 4,600	\$ 8,000	\$ 22,510	\$ 8,600	\$ 8,600
Total Personnel Services	\$71,500	\$75,980	\$ 91,390	\$ 80,020	\$ 80,020
Operating Expenses:					
2016-05 Equipment	\$ 250	\$ 255	\$ 260	\$ 300	\$ 300
2017-06 Training	\$ 25,000	\$ 10,000			
2018-02 Joint Operations Planning		\$ 5,515			
2017-07 Mileage Travel	\$ 1,500	\$ 500	\$ 500	\$ 500	\$ 500
2016-08 Office Supplies	\$ 500	\$ 500	\$ 600	\$ 600	\$ 600
2016-09 Technology Services	\$ 1,250	\$ 7,250	\$ 7,250	\$ 7,500	\$ 7,500
Total Operating Expenses	\$28,500	\$24,020	\$ 8,610	\$ 8,900	\$ 8,900
Total CVPSA Expenditures	\$ 100,000	\$ 100,000	\$ 100,000	\$ 88,920	\$ 88,920
Revenue					
Revenue	FY 17 Budget	FY 18 Budget	FY 19 Budget	FY 20 Budget	FY 20 Budget
Balance on Hand /Projected Reserve Funds	\$ 18,742	\$ 59,322	\$ 40,000		
Miscellaneous					
Montpelier CVPSA Formula	\$47,000	\$47,000	\$28,200	\$ 41,792	\$ 41,792
Montpelier Dispatching Costs					
Barre CVPSA Formula	\$53,000	\$53,000	\$31,800	\$47,128	\$47,128
Barre Dispatching Costs					
Total Revenue	\$118,742	\$ 159,322	\$ 100,000	\$ 88,920	\$ 88,920