

Central Vermont Public Safety Authority Board Meeting
December 21, 2017 – 6:30 PM - 8:30 PM
(Central Vermont Chamber Office, 963 N. Paine Tpk., Berlin, VT)

Regular Meeting

1. Call to Order
2. Approve the agenda.
3. Approve and Authorize Payments.
4. Public Comment.
5. Approve Minutes from 12/07/17 Meeting.
6. Executive Director's Report.
 - a. Update on Capital Fire Mutual Aid System/Capital West Meeting.
7. Discussion of FY 19 Budget Projections and plans.
 - a. Continued Review of draft budget.
 - i. Identification of projects requiring funding in FY 19 such as training, project management, social media etc.
 - ii. Use of capital reserves to offset funding requests from our members, how much?
8. Other Business
9. Adjournment

CENTRAL VERMONT PUBLIC SAFETY AUTHORITY

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 capital 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 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. In addition to his membership on the Montpelier City Council, Mr. Golonka is on the board of the Vermont Municipal Employees Retirement System (VMERS), a member of the board of the Central Vermont Medical Center, and a member of the Vermont Pension Investment Committee (VPIC). His current term expires in March of 2019.

Michael Smith, Vice Chair

Michael is a 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."

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. He 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 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.

Sam Dworkin – Need bio info

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.

CENTRAL VERMONT PUBLIC SAFETY AUTHORITY

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 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 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
<u>Expenditures</u>					
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			
<u>Total Expenditures</u>	\$82,264	\$ 100,000	\$ 100,000	\$ 88,920	\$ 88,920
<u>Montpelier Dispatching</u>					
<u>Barre City Dispatching</u>	\$ -				
<u>Total Dispatch Expense</u>	\$0	\$ -	\$ -	\$ -	\$ -
<u>Total CVPSA and Dispatch</u>	\$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

The following is a detailed breakdown of the budgets for the Central Vermont Public Safety Authority.

Central Vermont Public Safety Authority Budget Projections					
Expenses	FY 17 Budget Actual	FY 18 Budget Approved	FY 19 Budget Projected	FY 20 Budget Projected	FY 21 Budget Projected
Personnel Services:					
2016-01 Executive Director	\$ 47,200	\$ 61,000	\$ 63,000	\$ 64,000	\$ 64,000
2018-01 Public Safety Director					
2016-02 FICA & Medicare		\$ 4,880	\$ 5,040	\$ 5,120	\$ 5,120
2016-03 VLCTMembership and Ins.	\$ 2,652	\$ 2,100	\$ 2,142	\$ 2,300	\$ 2,300
2016-04 Professional Services	\$ 3,912	\$ 8,000	\$ 21,208	\$ 8,600	\$ 8,600
Total Personnel Services	\$53,764	\$75,980	\$ 91,390	\$ 80,020	\$ 80,020
Operating Expenses:					
2016-05 Equipment	\$ 75,125	\$ 255	\$ 260	\$ 300	\$ 300
2017-06 Training	\$ 4,053	\$ 10,000			
2018-02 Joint Operations Planning		\$ 5,515			
2017-07 Mileage Travel		\$ 500	\$ 500	\$ 500	\$ 500
2016-08 Office Supplies	\$ 1,201	\$ 500	\$ 600	\$ 600	\$ 600
2016-09 Technology Services	\$ 385	\$ 7,250	\$ 7,250	\$ 7,500	\$ 7,500
Total Operating Expenses	\$80,764	\$24,020	\$ 8,610	\$ 8,900	\$ 8,900
Total CVPSA Expenditures	\$ 134,528	\$ 100,000	\$ 100,000	\$ 88,920	\$ 88,920
Montpelier Dispatching Services					
Barre City Dispatching Services					
Total Dispatch Expense					
Total CVPSA and Dispatch	\$134,528	\$100,000	\$ 100,000	\$ 88,920	\$ 88,920
Revenue	FY 17 Budget	FY 18 Budget	FY 19 Budget	FY 20 Budget	FY 21 Budget
Balance on Hand 7/1/15	\$ 18,725	\$ 59,322	\$ 40,000		
Miscellaneous- Grant	\$ 75,125				
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	\$193,850	\$ 159,322	\$ 100,000	\$ 88,920	\$ 88,920

Central Vermont Public Safety Authority
Board of Directors Terms

Board Member	Representing Member Community	Elected/Appointed	Position on Board	Term Begins	Term Expires
Tom Golonka	Montpelier	Appointed - 2 years	Chair*	March of 2017	March of 2019
Mike Smith	Barre City	Appointed - 2 years	Vice Chair*	March of 2016	March of 2018
Dona Bate	Montpelier	Appointed - 2 years	Member	March of 2017	March of 2018
Kim Cheney	Montpelier/Barre City	Elected - At Large** - 3 years	Secretary***	March of 2016	March of 2019
Doug Hoyt	Montpelier/Barre City	Elected - At Large** - 3 years	Member	March of 2015	March of 2018
Martin Prevost	Barre City	Appointed - 2 years	Member	March of 2017	March of 2019
Sam Dworkin	Montpelier/Barre City	Elected - At Large** - 3 years	Member	March of 2017	March of 2020
Bob Sager	n/a	Appointed by Board	Treasurer****		
Beverlee Hill	n/a	Appointed by Board	Asst. Treasurer		
Francis X. Aumand III	n/a	Appointed by Board	Executive Director	Appointed on a yearly basis	30-Jun-18

* Chair and Vice Chair are elected by the Board at the yearly organizational meeting. They shall hold office for one year and until a successor is elected. The Chair shall be elected for no more than 3 consecutive terms unless Directors shall vote otherwise. (Charter Section 9).

** At Large members are elected by vote of both member Cities. Therefore, represent both communities regardless of where they live.

*** The Secretary is appointed by the Board and may appoint an assistant secretary, who shall not be a member of the Board (Charter Section 20).

**** The Treasurer shall be appointed by the Board and may appoint an Assistant Treasurer (Charter Section 21).