

New River Valley Emergency Communications Regional Authority

Board Meeting

May 23, 2016 11:00 AM

Montgomery County Public Safety Building – 4th Floor Training Room

Minutes

Attendees:

Members: Sherwood Wilson, Chair, *Vice President for Administration, Virginia Tech*; Marc Verniel, Vice Chair, *Blacksburg Town Manager*; Barry Helms, *Christiansburg Town Manager*; Craig Meadows, *Montgomery County Administrator*; Alan Fabian, *Joint Member*

Staff: Donna Brown, *Executive Director*; Deborah Stump, *Operations Manager*; Karri Cridlin, *Executive Assistant*; Derek Rogers, *Communications Systems Manager*

Guests: Deputy Chief Mac Babb, *Virginia Tech Police Department*; Captain Steve Taylor, *Blacksburg Police Department*; Sheriff Hank Partin, *Montgomery County Sheriff's Department*; Chief Deputy Robert Hall, *Montgomery County Sheriff's Department*

Absent:

Recorder: Karri Cridlin, *Executive Assistant*

1. Call to Order

The Chair called the meeting to order at 11:04 AM.

2. Approval of the Agenda

The Chair requested changes to the agenda, and upon receiving none, assumed approval as presented.

3. Secretary/Treasurer's Report

a. Approval of the Minutes

The Chair presented the minutes from the April 28, 2016 meeting for approval. Mr. Meadows moved to approve the minutes as presented. The motion was seconded by Mr. Verniel and passed unanimously.

b. Budget Report

An updated summary of the revenues and expenditures was provided to members at the start of the meeting (Attachment A). Mr. Meadows reviewed the current expenditures and balance.

4. Executive Director's Report

Ms. Brown presented the Executive Director's Report (Attachment B). There was additional discussion on the following topics:

a. Public Safety Building

Ms. Brown reviewed the status of the Supervisor's Office furniture and chairs for the communications center and outstanding issues with the Public Safety Building as indicated in her report.

b. Regional CAD/RMS System Status

Ms. Brown discussed this update under Old Business.

c. MEETINGS/ DISCUSSIONS

Ms. Brown provided a summary of various meeting and discussions during the month as indicated in her report. There was additional discussion on the following topics:

Ms. Brown stated the 911 circuits were installed at both the primary and backup sites despite the ongoing Verizon strike. We are still waiting on the point to point circuits required for Virginia Tech 911 trunks and they are scheduled to be installed today. However they advised due to storms over the weekend, they have numerous outstanding tickets which may delay the installation.

Several calls have been held to discuss the Resilient 911 features from Teleira Resilient 911 Communications. This service would provide a backup communications plan in case there was a Verizon outage or CPE outage. Ms. Brown believes this service would be a good business practice for continued redundancy and diversity. This would be utilized via internet or satellite if there were to be a major outage. There will be a one-time installation fee for the satellite dish along with an annual recurring costs. Ms. Brown advised she is currently negotiating the final costs for the service.

Ms. Brown expressed her concern with the number of recent 911 dispatcher resignations from the current agencies. She is concerned if an additional 3-4 personnel resign this could potentially create a staff shortage and delay the scheduled cutover dates. She also sent an email to the dispatch personnel who will not transition to the Authority to see if they are interested in working part-time.

d. Consolidated Center- Key Project Timelines

Ms. Brown reviewed the timeline as indicated in her report.

5. Old Business

a. Regional CAD/RMS Project

Ms. Brown stated that New World was on site May 4, 2016 and worked with Christiansburg and Virginia Tech and were able to make some improvements. Ms. Brown advised she sent New World an email with requested credits and they are currently reviewing the request. We hope to have a resolution in the near future.

Ms. Brown advised the data conversion is scheduled forgo-live June 15, 2016. There will be a New World CAD representative on site June 27, 2016 when Christiansburg transitions over to help with the figuration.

6. New Business

a. Joint Advisory Committee Report

Ms. Stump discussed the policies for the regional operations along with additional considerations to improve officer safety. She discussed utilizing alert tones for high priority hot calls or officer down calls.

Ms. Brown advised that she and Ms. Stump have been attending several roll call meetings at the agencies to discuss the transition and regional operations. They were able to answer any questions or concerns addressed during the meetings. Ms. Brown feels everyone needs to be patient with each other, and that it will take a year or more to work out all of the issues. She also stated she has been very pleased with the meetings that she and Ms. Stump have attended.

b. June Board Meeting

Ms. Brown advised the next Board meeting is scheduled for June 28, 2016. This would be the Tuesday that Christiansburg would be transitioning over into the center. She would like to see if this meeting can be moved to the week prior to June 20, 2016. It was agreed to move the next Board meeting to June 14, 2016 at 10:00am.

c. Closed Session to Discuss: Employee Performance Review

Motion to begin closed session

Mr. Helms moved that the Board convene in a closed meeting, pursuant to §2.2-3711 (A)(1), Code of Virginia, as amended, for the purpose of discussing:

1. Employee Performance Review

The motion was seconded by Mr. Meadows and passed unanimously. The Chair asked the Recorder to perform a roll call to certify the closed meeting.

Ayes:

Dr. Wilson
Mr. Verniel
Mr. Meadows
Mr. Helms

Nays:

None

Mr. Fabian, Joint Member nominee, was invited to stay for the Closed Session

Motion to return to Open Session

Following the Closed Session, members of the public were invited to return to the meeting. The Chair called the meeting to order and asked Mr. Helms to make the motion to return to open session.

Mr. Helms made the following motion:

WHEREAS, The New River Valley Emergency Communications Regional Authority Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711, *Code of Virginia 1950*, as amended, requires a certification by the new River Valley Emergency Communications Regional Authority Board that such closed meeting was conducted in conformity with Virginia Law;

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Emergency Communications Regional Authority Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion conveying the closed meeting were heard, discussed, or considered by the New River Valley Emergency Communications Regional Authority Board.

The motion was seconded by Mr. Meadows and passed unanimously. The Chair asked the recorder to perform a roll call to certify the open meeting.

AYES:

Dr. Wilson
Mr. Verniel
Mr. Meadows
Mr. Helms

NAYS:

None

Mr. Meadows moved to ratify the employee performance review and compensation action approved during the Closed Session for the Executive Director. The motion was seconded by Mr. Helms and passed unanimously.

7. Public Comments

No public comments were received.

8. Board Member Comments

No Board Member comments were received.

9. Adjourn

The Chair adjourned the meeting at 12:11 PM