

New River Valley Emergency Communications Regional Authority

Joint Advisory Committee Meeting

May 18, 2016 2:00 PM

Montgomery County Public Safety Building – NRV 911

Training Room- 4th Floor

Attendees:

Members: Mark Sisson, Chair, *Police Chief, Town of Christiansburg*; Patrick Lloyd, *Christiansburg Rescue Squad*; Neal Turner, *Emergency Services Coordinator*; Billy Hanks, Vice Chair, *Fire Chief, Town of Christiansburg*; Hank Partin, *Sheriff Montgomery County*

Alternate Members: Mike Albert, *Lieutenant, Blacksburg Police Department*; Mac Babb, *Deputy Chief, Virginia Tech*

Absent: Anthony Wilson, *Chief of Police, Town of Blacksburg*; Kevin Foust, *Chief of Police, Virginia Tech*; Michael Mulhare, *Director of Emergency Management, Virginia Tech*; David English, *Chief Blacksburg Rescue*

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

Recorder: Karri Cridlin, *Executive Assistant*

1. Call to Order

The Chair called the meeting to order at 2:02 PM

2. Roll Call of Members

The recorder performed a roll call of members.

3. Approval of Agenda

Mr. Turner moved to accept the agenda as presented. Mr. Lloyd seconded the motion and it was passed unanimously.

4. Approval of the Minutes

The minutes of the March 16, 2016 Joint Advisory Committee meeting were sent to all members via electronic mail for review prior to the meeting with a request that corrections be sent to the Recorder. No corrections were sent to the Recorder. Mr. Hanks moved to approve the minutes. The motion was seconded by Mr. Babb and passed unanimously.

5. Public Comment

No public comments were received.

6. New Business

a. Operations

i. Plain Language

Ms. Stump stated that during their Operations Committee Meetings which includes a member from each law enforcement agency, procedures are discussed and decided on that will affect law enforcement. The committee decided that plain language would be used for uniformity. She stated this will take some time for everyone to adjust to, but feels this is the right decision.

ii. Cross Streets

Ms. Stump advised that dispatchers are now using cross streets when dispatching calls. Ms. Stump stated she feels this will be beneficial for both officers and dispatchers to help with locating streets and streamlining calls.

iii. Alert Tones

Ms. Stump stated that there is a list being compiled for alert tones. These tones would be for officer down or high priority calls. She feels this list needs to be kept short so that law enforcement recognize them immediately. Ms. Brown also mentioned they would also like to generate a tone for fire during a mayday call.

iv. Additional Policies

Ms. Stump advised that the Operations Committee is also discussing additional policies, but at this time these have not been finalized.

b. Regional Name - NRV

Ms. Brown stated that after narrowing the decision for the name of the Center, a vote was cast with the dispatchers. Although they were all close in numbers, the Center will be referred to as NRV by law enforcement, fire and rescue personnel.

7. Old Business

a. **Regional CAD/RMS Update**

Ms. Brown stated that she is very proud of the IT personnel (Derek Rogers, Rebecca Bopp and Chris King with King-Moore) who have put a lot of time and effort into building a redundant system and network for the Authority. Ms. Brown also stated she has been corresponding with New World and legal counsel regarding various credits for items that will not be utilized.

b. **Dispatch Personnel Update**

Ms. Brown stated communications supervisors have been selected and she and Ms. Stump are very pleased to have a supervisor from each agency selected. (Mike Mayo, Montgomery County; Randi Palmer, Virginia Tech; Nathan Petersen, Blacksburg; Phillip Hylton, Christiansburg) Currently we have 25 (possibly 26) dispatchers that will be transitioning from the agencies and 6 have recently been hired and have been observing within the different agencies.

C. Timeline/Transition Plan

Ms. Brown advised that the June/July timeline is still on schedule to begin the phased transition into the consolidated center as long as all contractors stay on schedule. All of our 911 circuits and administration lines have been installed. The Authority is waiting on the point-to-point which are scheduled for May 20, 2016.

Montgomery County is scheduled for the week of June 20th for transition, and Christiansburg is scheduled for the week of June 27th. Ms. Brown stated that the Monday before each cutover there will be an internal briefing, and this will be the time to make sure everything is still on track and there are no issues before the transition on Tuesday.

8. Committee Member Comments

No member comments were received.

9. Adjourn

Mr. Lloyd moved to adjourn the meeting; the motion was seconded by Mr. Turner and passed unanimously. Chief Sisson adjourned the meeting at 3:18pm.

Next meeting: **July 20, 2016** 1:00 - 2:30 PM at the Montgomery County Safety Building, 4th Floor Training Room.