

New River Valley Emergency Communications Regional Authority

Board Meeting

September 23, 2016 3:00 PM

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*; Alan Fabian, *Joint Member*; Carol Edmonds; Deputy County Administrator, Montgomery County

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

Guests: Sheriff Hank Partin, *Montgomery County Sheriff's Office*; Captain Steve Taylor, *Blacksburg Police Department*

Absent: Barry Helms, *Christiansburg Town Representative*; Craig Meadows, *Montgomery County Administrator*

Recorder: Karri Cridlin, *Executive Assistant*

1. Call to Order

The Chair called the meeting to order at 3:15 PM.

2. Approval of the Agenda

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

Secretary/Treasurer's Report

a. Approval of the Minutes

The Chair presented the minutes from the August 23, 2016 meeting for approval. Ms. Edmonds moved to approve the minutes as presented. The motion was seconded by Mr. Wilson 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). Ms. Brown reviewed the current expenditures and balance.

3. Executive Director's Report

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

a. Regional Consolidated Emergency Communications Center

Ms. Brown stated the Authority is just over two months into consolidation. Staff still continues to work on any issues that arise with member agencies, but feels it is going well.

b. Meetings/Discussions

Ms. Brown and Ms. Stump met with all the dispatch shifts on September 6th and 7th to discuss various operating procedures and expectations for processing calls.

Ms. Stump continues to hold the Operations Committee meetings with the next meeting scheduled for October 4, 2016. These meetings are vital for addressing any concerns with the center and allow for any input for changes with operations.

Ms. Brown advised the first EMD (Emergency Medical Dispatcher) meeting was held on September 20, 2016 to discuss implementation. Various EMD programs are being considered along with grant options.

Ms. Brown and Ms. Stump attended the after action meeting held by the Christiansburg Fire Department and other localities on September 21st to discuss the fuel tanker explosion that occurred on Interstate 81. The 911 center received numerous calls during the incident and all dispatchers became dispatchers due to the call volume. Ms. Brown stated she was very proud of how the dispatchers handled the situation and calls.

The Chair asked the agency representatives in attendance their thoughts on the transition so far.

Captain Taylor with Blacksburg Police Department stated he feels continuing to work together and being committed will make the center a success.

Sheriff Partin with Montgomery County stated he still feels there are some growing pains. He does feel that designators for each agency are helping tremendously. Sheriff Partin also stated he does have concerns regarding the plain language and feels 10 codes would be better. He feels at times plain language creates extensive radio traffic.

Ms. Brown stated the plain language was determined by the Operations Committee but the Authority has requested uniformity. Ms. Stump stated she feels everyone needs to give more time to plain language since it has only been two months. She also stated there are ways to make plain language better and asked that everyone be willing to make this work.

Dr. Wilson advised he would ask Chief Foust to check if plain language is required for State Law Enforcement Agencies. Ms. Brown asked that if agencies decide to use 10 codes instead of plain language, this be the final decision.

c. Consolidated Center-Monthly Statistics (August 2016)

An updated statistics was attached for review.

4. Old Business

a. Regional CAD/RMS Project

Ms. Brown advised she did receive the contract amendment for credits in the amount of \$139,448. She does not agree with how the credits are to be utilized since the language states for future services. She will be addressing concerns with New World.

5. New Business

a. Closed Session to Discuss: Personnel Matters

Motion to begin closed session

Mr. Verniel 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. Personnel Matters

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

Ayes:

Dr. Wilson
Mr. Verniel
Ms. Edmonds
Mr. Fabian

NAYS:

ABSENT:

Mr. Meadows
Mr. Helms

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 Ms. Edmonds to make the motion to return to open session.

Ms. Edmonds 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. Fabian and passed unanimously. The Chair asked the recorder to perform a roll call to certify the open meeting.

AYES:

Dr. Wilson
Mr. Verniel
Ms. Edmonds
Mr. Fabian

NAYS:

ABSENT:

Mr. Meadows
Mr. Helms

6. Public Comments

No public comments were received.

7. Board Member Comments

No Board comments were received.

8. Adjourn

The Chair adjourned the meeting at 4:30 PM