

New River Valley Emergency Communications Regional Authority

Board Meeting

April 25, 2017 4:00 PM

Montgomery County Public Safety Building – 4th Floor Training Room

Minutes

Attendees:

Members: Sherwood Wilson, Chair, *Vice President for Administration, Virginia Tech*; Billy Hanks, Chief *Town of Christiansburg Fire Department*; 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: Sheriff Hank Partin, *Montgomery County Sheriff's Department*; Chief Deputy Mac Babb, *Virginia Tech Police Department*; Chief Deputy Brad St. Clair, *Montgomery County Sheriff's Department*

Absent: Marc Verniel, Vice Chair, *Blacksburg Town Manager*

Recorder: Karri Cridlin, *Executive Assistant*

1. Call to Order

The Chair called the meeting to order at 4:05 PM.

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 March 28, 2017 meeting for approval. Mr. Meadows moved to approve the minutes as presented. The motion was seconded by Mr. Fabian 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. Regional Consolidated Emergency Communications Center

Ms. Brown advised Montgomery County General Services worked on plumbing issues that the center had been experiencing in March. General Services also installed mounting for the airFiber point-to-point wireless technology between the Public Safety Building and Government Center.

b. Meetings/Discussions

Mr. Rogers worked with Tyler Technologies to install the ESO interface for the EMS patient care reporting software. The members discussed the four agencies now utilizing ESO and the two remaining agencies still on Image Trend.

Mr. Rogers worked with ProComm on March 31, 2017 to install required components for the Sheriff's Office shot detection project. Sheriff Partin provided a status update on the project and advised he is looking forward to the implementation.

Ms. Brown advised the Authority has been working with member agencies and Tyler Technologies on the go-live data conversion. Legacy system data was converted in LERMS, along with three years of legacy CAD data. Ms. Brown commended Teresa Carroll with Christiansburg Police Department and Denise Linkenhoker with Virginia Tech Police Department for their hard work during the various phases of the conversion project.

Ms. Brown discussed the shift meetings held with all dispatch personnel in April and elaborated on the various activities implemented for National Public Safety Telecommunicators Week.

Mr. Rogers and Ms. Bopp attended the training session on the COPsync application that has been installed on the Montgomery County School System computers and law enforcement MDT's. The Sheriff provided information to the members regarding the development of the application after the Newtown Connecticut school shooting. The goal is to aid with a faster response time in an emergency situation. Ms. Brown requested the Authority be informed of the go-live schedule once everything was finalized.

Ms. Brown discussed her attendance at the Rescue Squad Assistance Fund (RSAF) grant review meeting regarding the emergency medical dispatch (EMD) program request. She advised an 80/20 match was requested, but an award could be reduced to a 50/50 match. Awards will be announced July 1, 2017.

c. New Hires

Ms. Brown provided a status update on the interviews and new hires in her report. There was no further discussion.

d. Consolidated Center- (Monthly Statistics March 2017)

An updated statistics was attached for review.

5. Old Business

a. Funding Formula- Consideration for Approval

Ms. Brown provided an update on the discussions with legal counsel concerning the funding formula and a draft resolution. She informed the members that legal counsel had questions regarding the language in the legislation and believes a MOU may be required among the member agencies. After discussion among the members, it was decided to request legal counsel attend the next work session to discuss concerns with the board. The next work session was scheduled for May 18, 2017 at 2:30 pm at The Inn at Virginia Tech.

6. New Business

a. Closed Session for Discuss: Personnel Matters pursuant to VA Code 2.2-3711 A.1.

Motion to begin closed session

Mr. Meadows 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.

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. Meadows to make the motion to return to open session.

Mr. Meadows 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. Hanks and passed unanimously.

7. Public Comments

No public comments were received.

8. Board Member Comments

No Board comments were received.

9. Adjourn

The Chair adjourned the meeting at 5:15 PM.