

New River Valley Emergency Communications Regional Authority

Board Meeting

July 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*; Marc Verniel, Vice Chair, *Blacksburg Town Manager*; Billy Hanks, Chief *Town of Christiansburg Fire Department*

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

Guests: *Captain Kris Weaver, Montgomery County Sheriff's Department*; Deputy Chief Mac Babb, *Virginia Tech Police Department*; Chief Mark Sisson, *Christiansburg Police Department*;

Absent: Craig Meadows, *Montgomery County Administrator*; Alan Fabian, *Joint Member*

Recorder: Karri Cridlin, *Executive Assistant*

1. Call to Order

The Chair called the meeting to order at 4:00 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 June 27, 2017 Board meeting for approval. Mr. Verniel moved to approve the minutes as presented. The motion was seconded by Mr. Hanks and passed unanimously.

b. Budget Report

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

i. Approval of Carry Over of FY2016-2017 Funds

On a motion by Mr. Verniel, seconded by Mr. Hanks and passed unanimously, the Board approves the carryover of FY2016-2017 funds as requested in the following amounts.

\$350,000 from Personnel Salaries into Capital Reserve

Uniforms / Clothing – Available balance of \$9,078 for future uniforms

Capital Reserve – Carry over \$30,000

Capital Outlay – Carry over \$96,139

Contingency – Carry over \$35,000

4. Interim Director's Report

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

a. Meetings/Discussions

Ms. Stump advised Attorney Sam Darby provided the revised legislation amendment and resolution documents to the Board members.

The Priority Dispatch Contract was finalized and signed by the Board Chair the beginning of July 2017. The Executive Director, Communications Systems Manager and Operations Manager discussed the timeline of the project for implementation and training during a conference call on July 24, 2017.

The Communications Systems Manager and Technology Coordinator held conference calls with Tyler Technologies regarding the upgrade to CAD. The CAD/LERMS/MOBILE upgrade is scheduled for the early morning hours of July 25, 2017.

b. New Hires

Ms. Stump advised as of July 5, 2017 the center was fully staffed. Since then we are currently down one Communications Officer/CTO position. This position is planned to be filled within the next few months.

c. Consolidated Center-Monthly Statistics June 2017)

An updated statistics report was attached for review.

5. Old Business

a. Funding Formula Update

Attorney Sam Darby provided the revised documents to the Board for the legislation amendment and resolution documents. The Board discussed what steps would need to be taken next, and asked that Ms. Stump send to all the Board members the funding formula power point from a previous meeting.

6. Public Comments

Ms. Stump thanked the Board for giving her the opportunity to serve as Interim Director for the first two weeks of July.

7. Board Member Comments

No Board comments were received

8. Adjourn

The Vice Chair adjourned the meeting at 4:32 PM