

**New River Valley Emergency Communications Regional Authority**  
**Board Meeting**  
**March 27, 2018 4:00 PM**  
**Montgomery County Public Safety Building – Fourth Floor**

**Minutes**

**Attendees:**

**Members;** Sherwood Wilson, Chair, *Vice President for Administration, Virginia Tech*; Marc Verniel, Vice Chair, *Blacksburg Town Manager*; Craig Meadows, *Montgomery County Administrator*; Billy Hanks, *Chief Town of Christiansburg Fire Department*

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

**Absent:** Alan Fabian, *Joint Member*

**Guests:** Randy Wingfield, *Christiansburg Town Manager*

**Recorder:** Sonia Ramsey, *Executive Assistant*

**1. Call to Order**

The Chair called the meeting to order at 4:04 PM.

**2. Approval of the Agenda**

The Chair presented the agenda for approval. A motion was made by Mr. Meadows and seconded by Mr. Verniel to approve the agenda as presented. All were in favor.

**3. Approval of Minutes**

The Chair presented the minutes from the February 27, 2018 Board meeting for approval. Mr. Meadows moved to approve the minutes as presented. The motion was seconded by Mr. Verniel and passed unanimously.

**4. Secretary / Treasurer's 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 February's expenditures and balance. The only question raised concerned the elevated line item *Fiscal Agent – Contract Services*. Mr. Hobson advised that he also questioned this line item and was advised by Finance that not enough money had been taken out during previous months and was now balanced.

**5. Director's Report**

Mr. Hobson presented the Executive Director's Report (Attachment B).

**a. Regional Consolidated Emergency Communications Center**

Mr. Hobson advised as of today approximately 1,350 EMD calls have been processed. Mr. Wilson questioned the percentage in reference to total calls and it was jointly figured approximately 20% of calls were EMD.

The Chair had questions concerning the usage of Text-to-911. He questioned whether or not a text could give the location of the caller and was advised that it would not return a location. He also questioned the amount of usage other jurisdictions were seeing from Text-to-911. Ms. Stump advised that in speaking with surrounding jurisdictions who were using it, there seemed to be a rather low amount of usage. It was decided that the announcement of the Authority going to Text-to-911 would piggy-back the public outreach of EMD implementation.

**b. Meetings/Discussions**

In reference to the funding formula, the Chair advised that a formula must be achieved and that it must be agreed upon by all municipalities. Mr. Hanks reiterated that the most important factor to the individual agencies is the ability to produce accurate statistical data for call volume.

**c. Personnel Report – New Hires/Promotions**

Mr. Hobson announced to the Board the resignation of Rebecca Bopp as Technology Coordinator due to a relocation. All reiterated that this is a big loss to the Authority.

**6. Review of NRV 911 Monthly Performance Statistics for February 2018**

Mr. Hobson presented the January 2018 Performance statistics (Attachment C). There was no further discussion needed.

**7. Old Business**

**a. Update from Radio System Consultant Committee**

The sub-committee members at this time are Neal Turner, Michael Mulhare, Billy Hanks, and Derek Rogers. They will be reaching out to the Joint Advisory Committee for a suggestion for a Law Enforcement Representative on the sub-committee.

**b. Update from the JAC Radio Sub-Committee**

Mr. Rogers advised that the 3 agencies (Riner Fire, Shawsville Rescue, and Elliston Fire) jointly requested \$350,000 from the Board of Supervisors for moving from VHF to UHF frequencies and these monies were allocated for this purpose.

Mr. Meadows proposed a question to the Board that had been presented to him by Mr. Hobson as to the ownership and management of the radios. After some discussion it was decided that Montgomery County would be the buyer and owner of the physical radios while the Radio Sub-Committee would be the manager of the infrastructure and the radio system. This would help alleviate the problems of each agency behaving independently of the others.

Mr. Meadows also thanks the sub-committee for all of their hard work. Mr. Hanks reiterated that he had never seen a group come together and accomplish so much in such a short period of time. They both spoke highly of Lee Watson and his ability to effectively answer questions regarding the project at the Board of Supervisors meeting.

**8. New Business**

Ms. Stump suggested that the individual municipalities put in effect a Proclamation for National Public Safety Telecommunicators Week April 8 – April 14, 2018.

**9. Public Comments**

None

**10. Board Member Comments**

None

**11. Adjourn**

The Chair adjourned the meeting at 5:09 PM.