

**New River Valley Emergency Communications Regional Authority**  
**Board Meeting**  
**April 24, 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*; Randy Wingfield, *Christiansburg Town Manager*

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

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

**Guests:** Marc Sisson, *Town of Christiansburg Chief of Police*; Billy Hanks, *Town of Christiansburg Fire Chief*

**Transcriber:** Sonia Ramsey, *Executive Assistant*

**1. Call to Order**

The Chair called the meeting to order at 4:02 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 March 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 March's expenditures and balance. No discrepancies were noted.

**5. Director's Report**

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

**a. Regional Consolidated Emergency Communications Center**

No further discussion was necessary.

**b. Meetings/Discussions**

In reference to the funding formula, the Chair questioned Mr. Hanks on the involvement of the Fire and Rescue Commission for the funding formula process. Mr. Hanks advised that the Fire and Rescue Commission really had nothing to do with the funding formula, their focus should be and is more on

the calls for service numbers. Mr. Hanks advised that the data supplied by the Authority is getting more accurate and ultimately the Authority should be source for the data.

Mr. Meadows advised he is keeping in touch with Scott from General Services regarding the leak in Dispatch. They are working on this and it is a priority. They hope to have it fixed quickly.

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

No further discussion.

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

Mr. Hobson presented the March 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 are looking at several RFP's and combining bits and pieces from them to create a RFP to meet our requirements. They are hoping to have this finished by June to stay in line with the budget restraints.

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

Mr. Rogers advised that they are working with ProComm on some issues such as towers and interference issues.

**8. New Business**

None

**9. Public Comments**

None

**10. Board Member Comments**

None

**11. Adjourn**

The Chair adjourned the meeting at 4:44 PM.