

**New River Valley Emergency Communications Regional Authority**  
**Board Meeting**  
**June 26, 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*; Alan Fabian, *Joint Member*; Randy Wingfield, *Christiansburg Town Manager*

**Staff:** Matt Hobson, *Executive Director*; Deborah Stump, *Operations Manager*

**Guests:** Kevin Foust, *Chief of Police, Virginia Tech*

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

**1. Call to Order**

The Vice Chair called the meeting to order at 4:03 PM.

**2. Approval of the Agenda**

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

**3. Approval of Minutes**

The Vice Chair presented the minutes from the May 22, 2018 Board meeting for approval. Mr. Wingfield moved to approve the minutes as presented. The motion was seconded by Mr. Meadows and passed unanimously.

**4. Secretary / Treasurer's Budget Report**

An updated summary of the revenues and expenditures was provided to members. Mr. Meadows reviewed May's expenditures and balance. The revenues that showed an overpayment for Blacksburg and Montgomery County on April's report have been corrected and is reflected on this report. The travel and training budget was questioned by Mr. Meadows as being \$32,000 spent versus the \$15,000 budgeted. Mr. Hobson replied that Finance had moved the dues for Cardinal Academy to the Training line item and that approximate expenditure is \$15,000. Mr. Fabian questioned the excess capital and if there is a current need for it. Mr. Hobson advised that approximately \$100,000 would be used for outstanding items that have been on hold and the rest would be on reserve for NG911 and radio projects. Mr. Hobson also advised that we would soon begin replacing equipment and having these replacements occur on a rotating basis. Mr. Meadows advised that the extra funds would be rolled over to next year's budget.

**5. Director's Report**

Mr. Hobson presented the Executive Director's Report.

**a. Regional Consolidated Emergency Communications Center**

No further discussion.

**b. Meetings/Discussions**

Mr. Wilson posed the question of the difference between the 911 technology we have now versus NG911 technology. Mr. Hobson responded that everyone would be tied to one hub. Ms. Stump advised that Verizon is pulling out of the 911 business. She also stated we would be able to see video and pictures as well as have a greater ability to locate people. Mr. Hobson advised that it is state mandated to go to this new system. The annual impact will be about \$160,000. The transition will be made 2021.

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

Mr. Hobson advised that one (1) other person is probably leaving as her husband has accepted a position in another state.

Mr. Stump commented on the recent training of the new Communications Officers. The Training Coordinator had Captain O’Dell from Blacksburg Police and David English from Blacksburg Rescue come to speak to the new hires about the impact a Communications Officer has on the performance of other first responders. The addition of this to the training was greatly received and positive. They also did ride-alongs with the various agencies.

Mr. Wilson questioned the training process. Ms. Stump advised they do a 3 week program with the Training Coordinator, a 4-6 month training on the floor, and a 2 week certification program through Cardinal Academy.

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

Mr. Wilson questioned the 195 abandoned 911 phone calls. Ms. Stump advised that a large percentage of these are from dead cell phones. 911 calls that are abandoned and that can be reached upon callback are called to ensure there is no emergency.

**7. Old Business**

None

**8. New Business**

Mr. Meadows advised that the Board has selected a consultant for the 360 Evaluation. The consultant has been in contact with Mr. Hobson and has received a listing of persons to contact for the project. The project is underway. The Board advised it is a very beneficial process.

**9. Public Comments**

None

**10. Board Member Comments**

None

**11. Adjourn**

The Chair adjourned the meeting at 4:41 PM.