

New River Valley Emergency Communications Regional Authority

Board Meeting

January 22, 2019 4:00PM

Montgomery County Public Safety Building – 4th Floor Training Room

Minutes

Attendees:

Members: Sherwood Wilson, Chair, *Vice President for Administrations, Virginia Tech*; Craig Meadows, *Montgomery County Administrator*; Alan Fabian, *Join Member*; Randy Wingfield, *Town Manager, Town of Christiansburg*; Marc Verniel, *Town Manager, Town of Blacksburg*

Staff: Brad St. Clair, *Interim Director*; Deborah Stump, *Operations Manager*; Derek Rogers, *Communications Systems Manager*; Valerie D’Intino, *Trainer*; Tiffany Cunningham, *Executive Assistant*

Guests: Sheriff Hank Partin, *Montgomery County Sheriff’s Department*; Chief Kevin Foust, *Virginia Tech Police Department*; Chief Mark Sisson, *Christiansburg Police Department*; Chief Brian Roe, *Blacksburg Police Department*

Absent:

Recorder: NRV 911 Staff

1. Call to Order

The Chair called the meeting to order at 4:00 PM.

2. Approval of the Agenda

The Chair requested a change to the agenda to add a closed session after Board Member Comments. Recommendation was seconded by Mark Verniel. Agenda updated.

3. Heart Attack Award

Heart Attack award presented to Dustin Williams, Brandon Winesett (Christiansburg Rescue) & Sarah Belcher (NRV 911 Dispatch) for a November 19, 2018 call. From the 911 call to Lewis Gale Salem, the total time for the care was 88 minutes. The ACG allows 90 minutes. Due to the timeliness of call, ambulance arrival to arrival at the

hospital the patient was cared for and in to surgery for life saving measures. Due to all of this the patient is home and doing well.

4. Approval of the Minutes

The Chair presented the minutes from the December 11, 2018 Board Meeting (Attachment A) for approval. Mr. Meadows moved to approve the minutes as presented. The motion was seconded by Sherwood Wilson and passed unanimously. January 9, 2019 minutes were attached but no agenda provided. January 16, 2019 Board of Directors Meeting agenda provided but no meeting notes. These items to be addressed at the next board meeting.

5. Secretary/Treasurer's Report Budget Report

An updated summary of the revenues and expenditures (Attachment B) was provided to members at the start of the meeting (Attachment A). Mr. Meadows reviewed the current expenditures and balance. Mr. Meadows stated that we have spent \$197,000 (YTD) more than expected due to training and travels but stated this was ok because we had prior year money that was carried over. Questioned a professional service fee of \$42,537 that will be addressed at the next Board Meeting. All other expenses seem to be trending. Approval of Budget Report is subject to finding what the \$42,537 fee was for. All other Budget information was correct and was approved by Sherwood Wilson and seconded by Marc Verniel.

6. Interim Executive Director's Report

Mr. St. Clair presented that he is speaking with all staff about the transition. He has spoken with about 1/3 of employees and he is starting to develop ideas for the future. Came in Friday and Saturday and the Holiday on Monday to speak with staff about any concerns they may have and how they can help accomplish our goals.

Derek Rogers spoke about the Engineering Project which involved a conference call today. Need for general cost for analyst in order to move forward. Original report due January 24 but will be delayed, hope to have this report within the next 2-3 weeks and present at the next Board Meeting. Radio Project is going well. All feedback is positive. Only one transition left for the Sheriff's department and hope to complete this week.

Deborah Stump presented that all local media has been in the department to cover the CPR that was given by dispatch to a gentleman that was having a stroke at the NRV Mall. This story has also been posted on the Department's Facebook account and has been viewed over 6,000 times. This has been positive publicity for the department.

7. Review of NRV 911 Monthly Performance Statistics for December 2018 (Attachment C)

Deborah Stump presented the stats to the board. There was further discussion on abandoned calls and how we handle them if we don't get anyone upon call back. Ms. Stump advised an officer goes to the location to investigate.

8. Old Business

Craig Meadows and Derek Rogers presented the \$20,000 request for Poor Mountain tower that was held over from previous meeting. Virginia State Police has been helpful with the process and will fund \$27,000 of the total if we will fund the \$20,000 for a combined total of \$47,000. This equipment can be used by all, for 911 and Fire and Rescue. Money could come from Capital Reserve of the Budget. Motioned by Craig Meadows with the exception that the department will receive invoices from VSP to show reimbursement. Motion was seconded by Randy Wingfield.

9. New Business

None

10. Comments from Public

None

11. Board Member Comments

None

12. Closed Meeting

i. Motion for Closed Meeting

Motion by Mr. Meadows, seconded by Sherwood Wilson, all were in favor:

“I move that the New River Valley Emergency Communications Regional Authority

Board convene in Closed Meeting, pursuant to § 2.2-3711, Code of Virginia, as amended, for the purpose of discussing:

1. Personnel issues

Pursuant to the subpart of § 2.2-3711, Code of Virginia, as amended, A.1

13. Adjourn

The Chair adjourned the public meeting at 4:44 PM