

New River Valley Emergency Communications Regional Authority

Board Meeting

March 25, 2019 10:30AM

Montgomery County Public Safety Building – 4th Floor Training Room

Minutes

Attendees:

Members: Craig Meadows, *Montgomery County Administrator*; Sherwood Wilson, *Chair, Vice President for Administrations* 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*

Guests: Sheriff Hank Partin, *Montgomery County Sheriff’s Department*; Chief Kevin Foust, *Virginia Tech Police*; Joe Durham, *Developmental Associates*; Angie Hill, *Montgomery County Finance*

Absent: Alan Fabian, *Join Member*

Recorder: NRV 911 Staff

1. Call to Order

The Chair called the meeting to order at 10:35AM.

2. Approval of the Agenda

The Chair presented the agenda for approval with one change for a closed session. A motion was made by Mr. Meadows and seconded by Mr. Verniel and passed unanimously.

3. Approval of the Minutes

The Chair presented the minutes from the February 23, 2019 Board Meeting (Attachment A) for approval. Mr. Rogers advised phase II needed to be Phase III in #7. Mr. Verniel moved to approve the minutes with the one requested correction. The motion was seconded by Mr. Wingfield and passed unanimously.

4. Secretary/Treasurer’s Report Budget Report

An updated summary of the revenues and expenditures for January and February (Attachment B) was provided at the start of the meeting. Mr. Meadows reviewed the current expenditures and balance.

5. Interim Executive Director's Report

a. Proposed FY20 Budget- Angie Hill

Angie Hill from Montgomery County Finance discussed the proposed FY20 budget. Mrs. Hill advised Mr. St. Clair met with the finance committee with an additional funding request to address salaries. Mrs. Hill advised \$22,000 was added to the proposed budget for EMD Quality Assurance. The additional budget requests increased each localities contribution by \$25,000.

Mrs. Hill also passed out the Audit from Brown Edwards for 2018. Mr. Meadows made a motion for the 2018 Audit be accepted, Mr. Verniel 2nd the motion and it passed unanimously.

b. Radio Project- Derek Rogers

Mr. Rogers advised the committee received the final report and it will be sent out for final review at April meeting. Federal Engineering will be available by phone or Skype to answer potential questions.

6. Review of NRV 911 Monthly Performance Statistics for February 2019 (Attachment C)

Deborah O'Brien presented the stats to the board. Dr. Sherwood asked about the meaning of the different phone line abbreviations. No other discussion was had.

7. Old Business

None

8. New Business

a. Executive Director Consultant

Joe Durham from Developmental Associates introduced himself to the board and others in attendance. Mr. Durham's firm will be handling the hiring search for the Executive Director. Mr. Durham described the process moving forward to include a timeline and particulars of each step along the way. Mr. Durham did a Q&A with the members and guests to talk about the qualifications and desired attributes of the new director.

9. Comments from Public

None

10. Board Member Comments

None

11. Closed Meeting

i. Motion for Closed Meeting

Motion by Mr. Meadows, seconded by Mr. Verniel, 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

12. Adjourn

The Chair adjourned the public meeting at 12:04 PM