

**New River Valley Emergency Communications Regional Authority**

**Board Meeting**

**April 23, 2019 4:00pm**

**Montgomery County Public Safety Building – 4<sup>th</sup> Floor Training Room**

**Minutes**

**Attendees:**

**Members:** Craig Meadows, *Montgomery Country 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:** Mark Sisson, *Christiansburg Police Department, Chief of Police*

**Absent:**

**Recorder:** NRV 911 Staff

**1. Call to Order**

The Chair called the meeting to order at 3:11PM.

**2. Approval of the Agenda**

The Chair presented the agenda for approval. A motion was made by Mr. Meadows and seconded by Mr. Wingfield and passed unanimously.

**3. Approval of the Minutes**

The Chair presented the minutes from the April 23, 2019 Board Meeting (Attachment A) for approval. A motion was made by Mr. Meadows and seconded by Mr. Fabian and passed unanimously.

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

An updated summary of the revenues and expenditures for March was provided at the start of the meeting. Mr. Meadows reviewed the current expenditures and balance.

**5. Interim Executive Director’s Report**

Mr. St.Clair advised CIT (Crisis Intervention Training) training was provided from NRVCS for the all the dispatch staff. It increases the staff’s ability to deal with individuals that are in crisis.

National Tele-communicator’s was last week. It was a good week, with a lot of stuff coming in at different times and days. Valerie worked with Chris Lucas on how MCSO

handles the police week. Each Law Enforcement Agency participated in the week. Chief Mark Sisson brought gifts. Nate O'Dell from Blacksburg provided food and MCSO did a cookout. Chief Foust and Major Mac Babb cooked breakfast. Members of various fire and rescue agencies along with Authority Board provided food as well. Mugs were also purchased for the staff members with their name and number.

Carolyn Light passed away, it was a very hard week for the staff members. It was a tough loss for the center. Carolyn was a long tenured member of the community. It was a testament on the night Carolyn was at the hospital 60 or 70 people visited her before the passing. Paper work was submitted to APCO VA (The Association of Public-Safety Communications Officials) about the death of Carolyn. Her family was awarded \$250 dollars in support.

Mr. St. Clair had a meeting on April 18<sup>th</sup> with Fire and Rescue to discuss how the center could better serve them. Fire and Rescue had nothing substantial to report as of issues. Over all it was a good meeting.

Mr. St Clair held staff meetings with all dispatchers to discuss raises. Everyone was very excited and pleased with the salaries. Mr. St Clair also spoke about the vision of the center and moving forward. Mr. St Clair advised there are rumors on the center disbanding. Mr. St Clair quieted the rumors by advising that there is no intention to close. The vision for the center is to be the model by which others centers are evaluated. He also spoke about the importance to rallying around each other and uniting as a staff. Each person has to find a balance in work and personal life. He left them with 2 choices; either chose to be negative which is easy or choose to remain positive and work to maintain a fulfilling and happy life.

Mr. St Clair advised there was applicant testing yesterday. The center had 12 applicants for 5 openings. Four of the 12 applicants were certified. We are currently working at 64% in the center. We are projecting to be better than that in the next 60days.

Dr. Wilson asked about the status of the EMD program. Mr. St Clair advised policies are being finalized. The policies will be reviewed by rescue, EMD committee, and staff.

- 6. Review of NRV 911 Monthly Performance Statistics for February 2019 (Attachment C)**  
Deborah O'Brien presented the stats to the board.

- 7. Old Business**  
None

- 8. New Business**  
None

- 9. Comments from Public**  
None

**10. Board Member Comments**

Mr. Verniel and Mr. Fabian commended the staff on working together in a tough situation. Mr. Meadows brought up the radio study. The board agreed to table the discussion and possibly have a work session to discuss further.

**11. Closed Meeting**

**i. Motion for Closed Meeting 3:38PM**

Motion by Mr. Meadows, seconded by Mr. Fabian, 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 5:14 PM