

New River Valley Emergency Communications Regional Authority

NRVECRA Board Meeting

February 25th, 2020

Montgomery County Public Safety Building – 2nd Floor Training Room

Minutes

Attendees:

Members: Marc Verniel, Chair, *Town Manager, Town of Blacksburg*; Craig Meadows, *Montgomery County Administrator*; Randy Wingfield, *Town Manager, Town of Christiansburg*; Kevin Foust, *Associate Vice President for Safety and Security, Virginia Tech*

Staff: Brad St. Clair, *Interim Director*; Deborah O'Brien, *Operations Manager*; Valerie D'Intino, *Trainer*

Guests: Milford Palmer, *Lieutenant, Virginia Tech Police Department*; Andy Wilburn, *Guest*

Absent: Alan Fabian, *Joint Member*

Recorder: NRV 911 Staff

1. Call to Order

The Chair called the meeting to order at 2:07pm.

2. Approval of the Agenda

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

3. Approval of the Minutes

The Chair presented the minutes from the January 28th, 2020 Board Meeting (attachment a) for approval. A motion was made by Mr. Foust and seconded by Mr. Meadows and passed unanimously.

4. Secretary/Treasurer's Report Budget Report

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

5. Interim Executive Director's Report

Mr. St. Clair presented the Executive Directors report (attachment c). There was additional discussion on the following topics:

A. National Public Safety Telecommunications Week

Staff has been working to develop plans for Telecommunications Week in honor of the dispatchers – to be discussed further in new business.

B. Executive Director Search

Mr. St.Clair advised that the 6 finalists have been contacted with 5 out of the 6 confirming their attendance for the March 13th on-site interviews.

Mr. St.Clair reviewed the tentative interview schedule for that day.

6. Review of NRV 911 Monthly Performance Statistics for January 2020 (Attachment d)

Mrs. O'Brien presented the stats to the board. (Any additional commentary)

7. Old Business

a. Budget Proposal

The budget proposal including a 4% salary increase for current staff, a 2.5% increase to starting salary and the addition of two full time communication officer position was discussed. Mr. Meadows made motion for budget approval and was seconded by Mr. Foust. Budget proposal passed unanimously.

8. New Business

a. Telecommunications Week

Mr. St.Clair stated the desire to provide a gift to each staff member in honor of Telecommunication week – as done in the previous year. The Board voiced their approval for the idea with the understanding that they will be updated on gift decisions and the Telecommunications Week schedule as it is developed.

9. Comments from Public

None

10. Board Member Comments

None

Adjourn

The Chair adjourned the public meeting at 2:33pm.