

New River Valley Emergency Communications Regional Authority

Board Meeting

September 22nd, 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*; Alan Fabian, *Joint Member*; Kevin Foust, *Associate Vice President for Safety and Security, Virginia Tech*

Staff: Jason Milburn, *Executive Director*; Deborah O'Brien, *Operations Manager*; Derek Rogers, *Communications Systems Manager*; Rebecca Bopp, *Information Technology Coordinator*; Amber Stump, *Executive Assistant*

Guests: Hank Partin, *Sheriff, Montgomery County Sheriff's Office*; William Babb, *Chief, Virginia Tech Police Department*

Recorder: NRV 911 Staff

1. Call to Order

The Chair called the meeting to order at 3:59pm.

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 September 22nd, 2020 (*attachment a*) for approval. A motion was made by Mr. Foust and seconded by Mr. Wingfield and passed unanimously.

4. Secretary/Treasurer's Report Budget Report

An updated summary of the revenues and expenditures for August 2020 was provided at the start of the meeting (*attachment b*). Mr. Meadows reviewed the current expenditures and balance, stating that each jurisdiction has paid their participant funding and everything appears to be in order. Referencing Mr. Fabian's inquiry about the beginning capital reserve funds, Mr. Meadows stated that the funds are correct.

5. Interim Executive Director's Report

Mr. Milburn presented the Executive Director's report (*attachment c*). Mr. Verniel asked how EMD was going overall and Mr. Milburn stated that it was going well. Mrs. O'Brien advised that weekly progress reports are completed that highlight high compliant call takers as well as issues to be reviewed. Mrs. O'Brien remarked that deviations seemed to be trending downward.

- 6. Review of NRV 911 Monthly Performance Statistics for August 2020 (*attachment d*)**
Mrs. O'Brien presented the stats to the board and remarked that there were no large jumps in call volume from Virginia Tech students arriving back on campus – differing from previous years' experiences.

7. Old Business

None

8. New Business

None

9. Comments from Public

None

10. Board Member Comments

None

Adjourn

The Chair adjourned the public meeting at 4:13pm.