

**New River Valley Emergency Communications Regional Authority**

**Board Meeting**

**December 8<sup>th</sup>, 2020**

**Montgomery County Public Safety Building – 2<sup>nd</sup> Floor Training Room**

**Minutes**

**Attendees:**

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

**Staff:** Jason Milburn, *Executive Director*; Derek Rogers, *Communications Systems Manager*; Rebecca Bopp; *Information Technology Coordinator*; Valerie D’Intino, *Training Coordinator*; Amber Pratt, *Executive Assistant*

**Guests:** Hank Partin, *Sheriff, Montgomery County Sheriff’s Office*; William ‘Mac’ Babb, *Chief, Virginia Tech Police Department*; Mark Sisson, *Chief, Christiansburg Police Department*

**Absent:** Alan Fabian, *Joint Member*

**Recorder:** Amber Pratt, *Executive Assistant*

**1. Call to Order**

The Chair called the meeting to order at 4:01pm.

*\*Moment of silence for Officer Deriek W. Crouse, who was killed in the line of duty on Virginia Tech campus on December 8<sup>th</sup>, 2011\**

**2. Approval of the Agenda**

The Chair presented the agenda for approval. A motion was made by Mr. Meadows to approve the agenda and seconded by Mr. Foust. All were in favor.

**3. Approval of the Minutes**

The Chair presented the minutes from the October 27<sup>th</sup>, 2020 (*attachment a*) Board Meeting for approval. A motion was made by Mr. Meadows and seconded by Mr. Foust and passed unanimously.

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

Updated summaries of the revenues and expenditures for October and November 2020 were provided at the start of the meeting (*attachment b*). Mr. Meadows reviewed the current expenditures and balances, noting no items of concern.

**5. Executive Director’s Report**

Mr. Milburn presented the Executive Director’s report (*attachment c*). There was no additional discussion.

**6. Review of NRV 911 Monthly Performance Statistics for August 2020 (*attachment d*)**

Mrs. D’Intino presented the stats to the Board.

**7. Old Business**

None

## **8. New Business**

### **a. One-Time Pay Supplement**

Mr. Milburn advised the Board that a one-time pay supplement of \$2,000 for NRV 911 employees would amount to \$97,000 – including FICA. Mr. Meadows stated the funding could be allocated entirely from NRV 911's fund balance or Montgomery County could provide an allocation from its CARES funding to cover a portion of the expenses. Mr. Meadows also confirmed that dispatchers are an allowable expenditure under CARES. Board members discussed bonuses/raises issued to their respective localities in light of the COVID-19 pandemic and Mr. Verniel stated that the proposal is to stay consistent with Montgomery County - as they act as fiscal agent for NRV 911. Mr. Verniel stated that with all the stress and challenges brought on by this year the bonuses are well deserved. Mr. Meadows made a motion to implement a one-time pay supplement of \$2,000 for NRV 911 employees and Mr. Foust seconded motion. All in favor.

Mr. Meadows asked for clarification on whether the Board wanted to use money from CARES funding to help fund a portion of the one-time supplement. It was conceded that Montgomery County is willing to provide an allocation from the CARES Act.

For clarification, funds for this one-time pay supplement will come from the operating budget under salaries, but salaries will be reimbursed from CARES Act funds from Montgomery County.

### **b. Employee Raises & Retroactive Pay**

Mr. Meadows, in reflection of what Montgomery County issued and to try to recognize the continued efforts and support the Board has for the employees of NRV 911, made a motion to implement the 4% raises included in NRV 911's budget effective with the next payroll and make them retroactive to July 1<sup>st</sup>. Mr. Foust seconded. Mr. Verniel stated for elaboration that the 4% raise was partially COLA and partially to keep salaries where they needed to be to retain and hire employees. All were in favor of a 4% raise for NRV 911 employees made retroactive to July 1<sup>st</sup>.

## **9. Comments from Public**

Mr. Partin thanked the Board for taking care of the dispatchers of NRV 911.

## **10. Board Member Comments**

Mr. Meadows wished everyone happy holidays.

Mr. Foust stated that he feels that the NRV 911 Authority is now at a place where the Board feels a lot more confident in its stability and growth and he hopes the respective chiefs, Sheriff, and 911 employees feel similarly.

## **11. Adjourn**

The Chair adjourned the public meeting at 4:26pm.