

New River Valley Emergency Communications Regional Authority

Board Meeting

January 26th, 2021

Montgomery County Public Safety Building – 4th 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*; Randy Wingfield, *Vice Chair, Town Manager, Town of Christiansburg*

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

Guests: Angie Hill, *Assistant County Administrator/Chief Financial Officer, Montgomery County*; Mark Sisson, *Chief, Town of Christiansburg*; Hank Partin, *Sheriff, Montgomery County*; William Babb, *Chief, Virginia Tech Police Department*

Absent: Craig Meadows, *Montgomery County Administrator*; Alan Fabian, *Joint Member*

Recorder: Amber Pratt, *Executive Assistant*

1. Call to Order

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

2. Approval of the Agenda

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

3. Approval of the Minutes

The Chair presented the minutes from the December 8th, 2020 (*attachment a*) Board Meeting for approval. A motion was made by Mr. Wingfield and seconded by Mr. Foust and passed unanimously.

4. Secretary/Treasurer's Report Budget Report

Updated summaries of the revenues and expenditures for December 2020 were provided at the start of the meeting (*attachment b*). Mrs. Hill 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*).

Mr. Verniel inquired about the technicalities of a 911 outage. Mr. Rogers provided details concerning the logistics behind an outage and concluded that the system in place for fixing a system failure worked as it was intended and the issue was resolved without significant issue.

Mr. Foust asked for a refresher on NRV 911's training program and timeline. Mr. Milburn advised that the average and intended length of training is 6-8 months before a dispatcher is considered 'clear' and can work independently, however, some training

times have been extended due to the COVID-19 pandemic and the initial reduction in calls and officer-initiated activity. Mr. Milburn also stated that the job requirements of a dispatcher have become so highly technical that it takes a significant amount of hands-on time to be able to perform the job effectively.

Mrs. O'Brien wanted to voice kudos and recognition for service provided by NRV 911 dispatchers while off-duty. Three dispatchers were eating at Texas Roadhouse together when a male subject went into cardiac arrest. The dispatchers acted quickly in initiating CPR and provided the patient the best chance of a favorable outcome.

6. Review of NRV 911 Monthly Performance Statistics for August 2020 (attachment d)
Mrs. O'Brien presented the stats to the Board.

7. Old Business

None

8. New Business

a. FY 21/22 Budget Presentation (attachment e)

Mr. Milburn presented the FY 21/22 Budget Proposal to the Board.

The Board concluded that further discussion will be had concerning the budget proposal during February's meeting when more Board members were present.

Mr. Verniel asked for a refresher on Mr. St.Clair's (*previous interim director's*) retention plan and progression to be given at February's meeting to provide further justification for the proposed 2.5% pay increase.

b. Capital Outlay Discussion

Mr. Milburn presented the Capital Outlay projections through FY 24/25.

c. Phone System Purchasing Options

Mr. Milburn presented the options of leasing vs. purchasing the new NG-911 compliant phone system. Mr. Verniel asked Mrs. Hill for her input on leasing vs. purchasing the phone equipment. Mrs. Hill stated that since the authority does not have a significant amount of funding in the unassigned fund balance and the interest rate is so low, she would suggest going with the leasing option.

It was concluded that further discussion would be had during February's Board Meeting concerning the procurement of the new phone system hardware.

d. Price Mountain Radio Tower Damage

Mr. Milburn presented a PowerPoint summarizing the damage to, importance of, and estimated replacement cost and options for the Price Mountain Radio Tower.

In reference to which pole structure would be preferable, Sheriff Partin made note that guide wires are very susceptible to vandalism and easy to completely destroy. He advised a monopole would be more secure and durable.

Mr. Verniel stated that there would be a couple of decisions needed to be made involving the tower repairs, with the understanding that these will be discussed in further detail on later dates:

Do the entities want to cost share?

Do we (the Authority) want to own the tower?

Do we (the Authority) allow private entities access to the tower?

Mr. Foust inquired if there was any idea on the annual maintenance cost of the new tower would be once erected. Mr. Milburn advised that more research would need to be done for maintenance cost estimates and that would most likely come after a vendor was found to execute the construction of the new tower.

9. Comments from Public

None

10. Board Member Comments

Mr. Foust inquired if the Authority was still interested in the placing a tower at the Virginia Tech Range. Mr. Milburn confirmed that NRV 911 is still interested, however, is not able to get funding directly from Montgomery County with their financial position this year. Options are being explored with Gigabeam to see if they will provide some type of cost share for consequently being able to provide broadband internet for residents in the McCoy area. Mr. Milburn noted discussion for this tower started prior to the damage to Price Mountain Tower and Price Mountain is currently taking precedence.

11. Adjourn

The Chair adjourned the public meeting at 4:58pm.