

**New River Valley Emergency Communications Regional Authority**

**Board Meeting**

**September 27<sup>th</sup>, 2022**

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

**Minutes**

**Attendees:**

**Members:** Marc Verniel, Chair, *Town Manager, Town of Blacksburg*; Randy Wingfield, Vice Chair, *Town Manager, Town of Christiansburg*; Craig Meadows, *County Administrator, Montgomery County*; Lynsay Belshe, *Vice President for Enterprise Administrative & Business Services, Virginia Tech*; Kevin Foust, *Joint Member*

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

**Guests:** ---

**Absent:** ---

**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. Wingfield to approve the agenda and seconded by Mr. Meadows. All were in favor.

**3. Approval of the Minutes**

The Chair presented the minutes from the August 23<sup>rd</sup>, 2022 Board Meeting (*attachment a*) for approval. A motion to approve the minutes was made by Mr. Meadows and was seconded by Mr. Wingfield and passed unanimously.

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

Updated summaries of the revenues and expenditures for August 2022 were provided at the start of the meeting (*attachment b*). Mr. Meadows reviewed the reports, noting no items of concern.

**5. Executive Director's Report**

Mr. Milburn presented the Executive Director's report (*attachment c*).

**6. Review of NRV 911 Performance Statistics for August 2022 (attachment d)**

Mrs. O'Brien presented the stats to the Board and noted that the increase in CFS volume was primarily due to an increase in officer-initiated calls such as building checks, traffic stops, and extra patrol requests – likely from schools being back in session.

**7. Old Business**

None

**8. New Business**

**a. Budget Reallocation – Furniture and Fixtures**

Mr. Milburn requested \$30,000 be moved from past year carry-over funds to the Furniture and Fixtures line item. The majority of the funds will be used for heating and air units integrated into each dispatch console to reduce the use of personal heaters and heated blankets that risk shorting out the equipment at the station being used. The remainder of the funds will be used to replace the chairs in the training room with a stackable/nesting option and an additional kitchen storage cabinet.

Mr. Meadows made a motion to move \$30,000 from prior year carry over to the Furniture and Fixtures line for the items Mr. Milburn discussed. Mr. Wingfield seconded the motion. All were in favor.

**9. Comments from Public**

None

**10. Board Member Comments**

Mr. Meadows advised Mr. Milburn to keep the Board posted on the status of the job posting and applications received.

**11. Adjourn**

The Chair adjourned the public meeting at 4:21pm.