

**New River Valley Emergency Communications Regional Authority**

**Board Meeting**

**December 1<sup>st</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 10:02am.

**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 25<sup>th</sup>, 2022 Board Meeting (*attachment a*) for approval. A motion to approve the minutes was made by Mr. Wingfield and was seconded by Mr. Foust and passed unanimously.

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

Updated summaries of the revenues and expenditures for October 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 October & November 2022  
(attachment d)**

Mrs. O'Brien presented the stats to the Board, noting no items of concern.

**7. Old Business**

**a. Radio System Needs Assessment**

Mr. Verniel stated that the next step in the discussion for radio system improvements would be individual meetings for the purpose of obtaining a better understanding of the summary provided CTA Consultants before moving forward with discussing the project with respective jurisdictions. It was determined a work session should be held early next year, after the final report is received from CTA Consultants, to prepare for the jurisdictional discussions.

**8. New Business**

**a. Price Mountain Tower – Completion Costs**

Mr. Milburn provided a summary of the final aspects needed to complete the Price Mountain Tower project – including fence replacement, equipment transition to the new shelter, and the increase in the material costs previously quoted by the contractor.

Mr. Meadows made a motion to authorize Mr. Milburn to proceed with paying the aforementioned costs as they arise for project completion. Ms. Belshe seconded the motion. All were in favor.

**9. Comments from Public**

None

**10. Board Member Comments**

None

**11. Adjourn**

The Chair adjourned the public meeting at 10:37pm.