

New River Valley Emergency Communications Regional Authority

Board Meeting

January 24th, 2023

Montgomery County Public Safety Building – 4th 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*; Amber Pratt, *Executive Assistant*

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

Absent: ---

Recorder: Amber Pratt, *Executive Assistant*

1. Call to Order

The Chair called the meeting to order at 4:04pm.

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. Wingfield. All were in favor.

3. Approval of the Minutes

The Chair presented the minutes from the December 1st, 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 December 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 December 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. Milburn inquired of the Board's availability and goals for a work session discussing the radio system needs assessment. Mr. Milburn advised that CTA Consultants is working on a summary of the radio equipment each respective jurisdiction has assigned in order to provide a general idea of the percentage of each jurisdiction's usage. The Board advised that CTA does not need to be present during the work session, but determined that a stakeholder from each agency should be present during the technical discussion and can be excused during financial discussion. The work session date was set for February 10th, 2023 at 10:00am and will be consolidated with the February Board Meeting.

8. New Business

a. FY 23/24 Budget – Initial Discussion

Mr. Milburn advised that there is no intent for new initiatives next year other than addressing salaries – only minor adjustments are planned to be made to match contract/service cost increases, etc. Mr. Milburn stated the goal is to raise the starting salary enough to remain competitive with surrounding agencies and inquired of the Board for input and experience with COLA vs. merit increases. The Board advised they will assess what their respective jurisdictions do in terms of salary adjustments and relay the information to Mr. Milburn.

9. Comments from Public

None

10. Board Member Comments

None

11. Adjourn

The Chair adjourned the public meeting at 4:38pm.