New River Valley Emergency Communications Regional Authority

Board Meeting

August 22, 2017 4:00 PM

Montgomery County Public Safety Building – 4th Floor Training Room

Minutes

Attendees:

Members: Sherwood Wilson, Chair, *Vice President for Administration, Virginia Tech;* Marc Verniel, Vice Chair, *Blacksburg Town Manager;* Billy Hanks, Chief *Town of Christiansburg Fire Department,* Craig Meadows, *Montgomery County Administrator*; Alan Fabian, *Joint Member*

Staff: Matt Hobson, *Executive Director*; Deborah Stump, *Operations Manager*; Karri Cridlin, *Executive Assistant;* Derek Rogers*, Communications Systems Manager*

Guests*:* Captain Kris Weaver*, Montgomery County Sheriff's Department*; Chief Mark Sisson, *Christiansburg Police Department*; Randy Wingfield, *Interim Christiansburg Town Manager*

Absent*:*

Recorder: Karri Cridlin, *Executive Assistant*

1. **Call to Order**
   The Chair called the meeting to order at 4:09 PM.

2. **Approval of the Agenda**
   The Chair requested changes to the agenda, and upon receiving none, assumed approval as presented.

3. **Secretary/Treasurer's Report**
   a. **Approval of the Minutes**
      The Chair presented the minutes from the July 25, 2017 Board meeting for approval. Mr. Meadows moved to approve the minutes as presented. The motion was seconded by Mr. Hanks and passed unanimously.

   b. **Budget Report**
      An updated summary of the revenues and expenditures was provided to members at the start of the meeting. Mr. Meadows reviewed the current expenditures and balance.

      i. Proposed Funding Formula Discussion
         Randy Wingfield, Interim Christiansburg Town Manager attended the meeting to discuss his concerns with the proposed funding formula and the impact it would have on the Town. The Board stated many scenarios were discussed regarding the funding formula and after reviewing all scenarios, determined that designating separate values based on calls for service would be a fair methodology for calculating calls for all agencies.

   c. **Presentation of NRV 911 Monthly Statistics July 2017**
      The monthly statistics for July were presented.

4. Director's Report

Mr. Hobson presented the Executive Director's Report. There was additional discussion on the following topics:

a. <u>REGIONAL CONSOLIDATED EMERGENCY COMMUNICATIONS CENTER</u>

Mr. Hobson advised an update from Tyler Technologies was downloaded to CAD, Mobile and Records Management System software on July 26, 2017. The system was down for six hours with no significant problems reported.

b. <u>MEETINGS/DISCUSSIONS</u>

Mr. Hobson stated he felt it was important to meet with leadership of the department that we support. This would allow him to understand more about their departments and what their concerns they may have. He also wanted each department to know his vision for center and where the center can support the agencies, and to establish and maintain open lines of communication between departments.

Mr. Hobson advised he also attended the national Association of Public Safety Communications conference in Denver, Colorado.

c. <u>PERSONNEL REPORT</u>

At this time the center has three positions available. We are in the process of conducting testing and will begin the interview process to fill these positions.

5. Old Business

a. Update on Emergency Medical Dispatch (EMD) Project

Mr. Rogers stated a kick-off meeting for EMD is scheduled for August 24, 2017. EMD classes are being scheduled with the dispatchers which will take several weeks to complete.

6. Public Comments

7. Board Member Comments

No Board comments were received

8. Adjourn

The Vice Chair adjourned the meeting at 4:55 PM