

New River Valley Emergency Communications Regional Authority

Board Meeting

July 23, 2019 4:00pm

Montgomery County Public Safety Building – 4th Floor Training Room

Minutes

Attendees:

Members: Sherwood Wilson, Chair, *Vice President of Operations*; Craig Meadows, *Montgomery Country Administrator*; Marc Verniel, *Town Manager, Town of Blacksburg*; Randy Wingfield, *Town Manager, Town of Christiansburg*; Alan Fabian, *Joint Member*

Staff: Brad St. Clair, *Interim Director*; Derek Rogers, *Communications Systems Manager*; Deborah O'Brien, *Operations Manager*; Rebecca Bopp, *Technology Coordinator*; Amber Stump, *Executive Assistant*; Chris King, *King and Moore IT Support*

Guests: Kevin Foust, *Chief, Virginia Tech Police Department*; Hank Partin, *Montgomery County Sheriff*.

Absent:

Recorder: NRV 911 Staff

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. Verniel and seconded by Mr. Meadows and passed unanimously.

3. Approval of the Minutes

The Chair presented the minutes from the June 25, 2019 Board Meeting (attachment a) for approval. Mr. Meadows advised to check on the motion and second on the May 28, 2019 in the minutes. A motion was made by Mr. Meadows and seconded by Mr. Verniel and passed unanimously.

a. Amendment of March 25, 2019 Board Meeting Minutes

Motion to amend the minutes for March 25, 2019 to reflect the approval of the budget. Mr. Meadows made the motion and Mr. Verniel seconded and it passed unanimously.

4. Secretary/Treasurer's Report Budget Report

An updated summary of the revenues and expenditures for June was provided at the start of the meeting (attachment b). Mr. Meadows reviewed the current expenditures and balance. Mr. Meadows questioned the funding from the wireless state funding revenue,

stating that it was less from the year before. Mr. St.Clair advised he will check into that line item.

5. Interim Executive Director's Report

Mr. St.Clair presented the Executive Director's report. There was additional discussion on the following topics:

A. Regional Consolidated Emergency Communications Center

Mr. St.Clair advised we received Grant Reimbursement for the GIS project last week. Administration has been working on several initiatives, one of which Rebecca Bopp will be discussing later (replacement of the server that handles our CAD and DR site). Derek has been working on and preparing for the Radio project work session coming up.

Administration has been working diligently on policy development and training protocols. Mr. St.Clair advised the disciplinary policy is in the final stages and is intended to be put out by the end of August. Mr. St. Clair advised EMD reports are coming in weekly and administration will be analyzing those to locate any deficiencies and needed improvement moving forward. EMD training will be held on July 27, 2019 for staff members. Once the training is complete it will allow for 3 trainees to be released from training.

Mr. St.Clair advised September 10, 2019 is the date set for Text-to-911 to go live. Staff members will have training the week prior, which will be 30 minutes in length. Dr. Wilson requested a press release to be done once Text-to-911 is implemented.

Mr. St.Clair advised admin staff have had several discussions about employee retention. Mr. St.Clair advised that the staff will have retention ideas to present to the board at the next meeting.

B. Personnel Report-New Hires

Mr. St.Clair discussed current staffing levels which include three (3) vacant positions and efforts are being made to better those numbers.

The vacant Executive Assistant spot was filled by former Communications Training Officer Amber Stump. She has an extensive background in finance and has a Bachelor's Degree in Business Management.

6. Review of NRV 911 Monthly Performance Statistics for June 2019 (Attachment d)

Mrs. O'Brien presented the stats to the board.

7. Old Business

- a.** Special Work Session Radio Project- Tuesday August 6, 2019 2pm-5pm
A reminder was given to the board about the work session.

8. New Business

- a.** SAN Server Replacement (Attachment e)– Rebecca Bopp
Rebecca Bopp discussed the need for the updated SAN Server (VXrail). Ms. Bopp advised the upgrade will bring more options than what we currently have. It will protect from excessive down time and will also allow for DR (disaster recovery) drills. Dr. Wilson would like to have an annual DR test.

The current price is \$518,400. Mr. Verniel asked about negotiation in the price. Ms. Bopp advised if it is approved to move forward the Procurement Manager at Montgomery County can start that process. The current system will be at end-of-life in September 2019. If there were to be an issue after support for the current system ended there would be a risk for large data loss.

Discussion by the Board was had in reference to pricing and payment. Other discussions were had about alternative technology. The board requested to discuss this further at the radio work session. The board agreed to move forward to negotiate with Dell on the price.

9. Comments from Public

None

10. Board Member Comments

None

11. Adjourn

The Chair adjourned the public meeting at 5:15 PM