

New River Valley Emergency Communications Regional Authority

Board Meeting

June 24th, 2025

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*; Angela Hill, *County Administrator, Montgomery County*; Kevin Foust, *Joint Member*; Michael Mulhare, *Interim Associate Vice President for Public Safety, Virginia Tech*

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

Guests: Michael Geary, *Chief, Montgomery County Fire-EMS*

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 Mrs. Hill. All were in favor.

3. Approval of the Minutes

The Chair presented the minutes from the May 27th, 2025 Board Meeting and June 16th, 2025 Special Board Meeting (*attachment a*) for approval. A motion to approve the minutes was made by Mr. Wingfield and was seconded by Mrs. Hill and passed unanimously.

4. Secretary/Treasurer's Report Budget Report

Updated summaries of the revenues and expenditures for May were provided at the start of the meeting (*attachment b*). Mrs. Hill reviewed the reports, noting no items of concern.

5. Executive Director's Report

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

Mr. Geary provided further on the JAC Committee's discussion on fire/rescue dispatch procedures and summaries of the site visits mentioned in the Director's Report. Concerns were raised regarding the lack of standardized dispatch procedures among the fire and rescue agencies, stating that this increases the strain on dispatch personnel and the chance for error.

It was noted that a subcommittee within the Joint Advisory Committee for fire/EMS dispatch and radio operation procedures would likely be necessary as the Radio System Project progresses.

6. Review of NRV 911 Performance Statistics for May 2025 (*attachment d*)

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

7. Old Business

None

8. New Business

None

9. Comments from Public

None

10. Board Member Comments

Mr. Mulhare asked for a system compatibility check with NRV 911's software and the software Virginia Tech is considering for remote AED monitoring.

11. Closed Session

i. Motion for Closed Meeting 4:46pm

Motion by Mr. Wingfield:

"I move that the New River Valley Emergency Communications Regional Authority Board convenes in Closed Meeting, pursuant to 2.2-3711, Code of Virginia, as amended, for the purpose of discussing:

1. Executive Performance

The motion was seconded by Mrs. Hill and passed unanimously.

Pursuant to the subpart of 2.2-3711, Code of Virginia, as amended, A.1

ii. Board came out of Closed Session 5:07pm.

Mr. Wingfield made the motion to return to open session and Mrs. Hill provided the second. The motion was approved unanimously.

Mr. Wingfield moved to certify that only such business matters allowed under Virginia Code Section 2.2-3711 (a)(1) were heard, discussed, or considered by the Board, and Mrs. Hill seconded the motion. Mr. Verniel conducted roll call:

Mr. Wingfield
Mrs. Hill
Mr. Verniel
Mr. Foust
Mr. Mulhare

Mr. Wingfield made a motion to provide the Executive Director with the same raise percentage provided to the other NRVECRA personnel for the upcoming fiscal year. Mrs. Hill seconded the motion, and all were in favor.

12. Adjourn

The Chair adjourned the meeting at 5:08pm.