

**New River Valley Emergency Communications Regional Authority**

**Board Meeting**

**December 3<sup>rd</sup>, 2024**

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

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

**Guests:** Tony Haga, *Deputy Chief of Police and Assistant Director of Security, Virginia Tech*; Billy Hanks, *Fire Chief, Christiansburg Fire Department*

**Absent:**

**Recorder:** Amber Pratt, *Executive Assistant*

**1. Call to Order**

The Chair called the meeting to order at 4:00pm.

**2. Approval of the Agenda**

The Chair presented the agenda for approval. A motion was made by Mrs. Hill to approve the agenda and seconded by Mr. Mulhare. All were in favor.

**3. Approval of the Minutes**

The Chair presented the minutes from the October 22<sup>nd</sup>, 2024 Board Meeting (*attachment a*) for approval. A motion to approve the minutes was made by Mr. Foust and was seconded by Mr. Mulhare and passed unanimously.

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

Updated summaries of the revenues and expenditures for October 2024 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*).

**6. Review of NRV 911 Performance Statistics for October & November 2024  
(attachment d)**

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

**7. Old Business**

None

**8. New Business**

**a. Joint Advisory Group Meetings**

Discussion was held regarding scheduling Joint Advisory Committee meetings at more regular intervals. Each respective jurisdiction will assign representatives to be part of the committee and aim to meet in late January to discuss further scheduling.

**b. Supplemental Pay**

Mr. Milburn requested the Board's input regarding a pay supplement that would benefit employees that have worked extra hours this year due to the staffing shortage.

Mrs. Hill moved that \$60,000 be allocated towards a one-time pay supplement. Mr. Foust seconded the motion. All were in favor.

**c. Closed Session**

**i. Motion for Closed Meeting 4:39pm**

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. Radio System RFP – Initial Review**

Pursuant to the subpart of 2.2-3711, Code of Virginia, as amended, A.29

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

**ii. Board came out of Closed Session 5:10pm.**

Mr. Wingfield made the motion to return to open session and Mr. Foust 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. Milburn conducted roll call:

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

**9. Comments from Public**

None

**10. Board Member Comments**

None

**11. Adjourn**

The Chair adjourned the meeting at 5:12pm.