



Minutes of the Eastern Shore of Virginia 9-1-1 Commission Meeting  
Tuesday, August 15<sup>th</sup>, 2023 @ 1400 hours  
Accomack County EOC Building – Melfa

**COMMISSIONERS PRESENT:** Donnie Kellam, *Chairman, Community Fire Company*  
Ron Wolff, *Vice-Chairman, Accomack County Board of Supervisors*  
Ben Byrd, *Wachapreague Volunteer Fire Company*  
Donald Hart, *Accomack County Board of Supervisors*  
Greg DeYoung, *Northampton County Dept. of EMS*  
Charles Kolakowski, *Northampton County Administrator*  
Mike Mason, *Accomack County Administrator*  
Bill McCready, *Atlantic Volunteer Fire Company*  
Ken Taylor, *Sergeant, Virginia State Police*  
AJ Ferebee, *Captain, Northampton County Sheriff's Office*  
Ernest Smith, *Northampton County Board of Supervisors*  
Bobby Taylor, *Lieutenant, Accomack County Sheriff's Office*

**OTHERS PRESENT:** Scott Chandler, *9-1-1 Consultant*  
Jeff Flournoy, *9-1-1 Director*  
Krista Kilmon, *9-1-1 Deputy Director*  
Katie Brewster, *9-1-1 Supervisor/Recording Secretary*  
Cheryl Giggetts, *CTA Consultants*  
Miyah Boyd, *CTA Consultants*  
Rachel Soward, *CTA Consultants*

**COMMISSIONERS ABSENT:** None

**REMOTE PARTICIPATION:** None

**OTHERS ABSENT:** Greg Lewis, *Accomack County DPS*

**CALL TO ORDER:** Chairman Kellam called the meeting to order at 14:01.

**INVOCATION:** Chairman Kellam delivered the opening invocation and then initiated the Pledge of Allegiance.



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**PUBLIC PARTICIPATION:** There was no public participation at this meeting.

**CLOSED SESSION:**

“I move the 9-1-1 Commission convene a closed session pursuant to Section 2.2-3711 (A) (29) of the Code of Virginia for the discussion of an award of a public contract for the connectivity network for the new regional radio system involving the expenditure of public funds, where discussion in open session would adversely affect the negotiating strategy of the public body.”

*A motion to enter closed session for the above purpose was made by Commissioner Vice-Chairman Ron Wolff with a second motion from Commissioner Bill McCready. Chairman Kellam called the closed session to order at 14:04. Non-Commissioner attendee (Katie Brewster) exited the meeting during closed session. Other non-Commissioner attendees (Scott Chandler, Jeff Flournoy, Krista Kilmon, Cheryl Giggetts, Miyah Boyd, and Rachel Soward) were permitted to stay in the closed session.*

**OPEN SESSION:**

“The 9-1-1 Commission entered a closed session for the purposes as set out in Section 2.1-3711 (A) (29) of the Code of Virginia --- Now will poll each member, certifying that to the best of your knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.”

*A motion to return to open session was made by Commissioner Vice-Chairman Ron Wolff with a second motion from Commissioner Ben Byrd. Chairman Kellam polled each Commissioner that was present to certify the acknowledgement of the closed session. All present Commissioners stated “I” and Chairman Kellam declared the closed session over and returned the meeting to open session at 14:24.*

**ACTION ITEM: A. Contract – RFP #911-22-001 – Connectivity Network**

Director Flournoy stated that a memo was provided to the 9-1-1 Commission requesting authorization to execute a contract with Williams Communications, Inc.

“I make a motion that we award the contract to Williams Communications, working through CTA Consultants, leading to the contract documents for the final system design recommended for approval to execute.”

*A motion to approve this action item was made by Commissioner Vice-Chairman Ron Wolff with a second from Commissioner Ben Byrd. There were no oppositions and the motion was carried.*



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**ADJOURNMENT:**

*Commissioner Vice-Chairman Ron Wolff made a motion to adjourn the meeting with a second from Commissioner Bill McCready. There were no oppositions and the meeting was adjourned by Chairman Kellam at 14:28.*

Respectfully Submitted,

Katie Brewster, *Recording Secretary*