



Minutes of the Eastern Shore of Virginia 9-1-1
August Commission Meeting
Thursday, August 29th, 2024 @ 1730 hours
Accomack County EOC – Melfa

- COMMISSIONERS PRESENT:** Jeff Parks, *Accomack County Board of Supervisors*
Ben Byrd, *Wachapreague Volunteer Fire Company*
Greg DeYoung, *Northampton County Dept. of EMS*
Mike Mason, *Accomack County Administrator*
Bill McCready, *Vice-Chairman, Atlantic Volunteer Fire Company*
Jeff Renas, *Area 31 1st 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*
- COMMISSIONERS ABSENT:** Donald Hart, *Accomack County Board of Supervisors*
- REMOTE PARTICIPATION:** Donnie Kellam, *Chairman, Community Fire Company*, participated remotely from the Exmore, VA area for medical reasons.
Charles Kolakowski, *Northampton County Administrator*, participated remotely from the Eastville, VA area for medical reasons.
Katie Brewster, *9-1-1 Supervisor/ Recording Secretary*, participated remotely.
- OTHERS ABSENT:** None
- CALL TO ORDER:** Vice-Chairman Bill McCready called the meeting to order at 17:42.
- INVOCATION:** Vice-Chairman Bill McCready delivered the opening invocation.
- PLEDGE OF ALLEGIANCE:** Vice-Chairman Bill McCready led the reciting of the Pledge of Allegiance.
- PUBLIC PARTICIPATION:** There was no public participation at this meeting.



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MINUTES:

A motion to accept the minutes from the meeting was made by Commissioner Greg DeYoung with a second from Commissioner Ben Byrd. There were no oppositions and the motion was carried.

CONSENT AGENDA: Budget Changes – FY25

The following amendments were requested to show in the FY25 budget: the additional \$1,000 from VDEM for training expenses including revenue for the NG911/ESINet project, revenues from the insurance claim and expenditures, the additional revenue from both counties to get us from the 1% to 3% salary increase, and the additional funds for changes to the staff salary that was requested and not approved to be put into the overtime budget. These changes are not asking for any additional money rather moving funds from a placeholder into other line items.

A motion to accept the consent agenda items from the meeting was made by Commissioner Ben Byrd with a second from Commissioner Jeff Parks. There were no oppositions and the motion was carried.

BUDGET REPORT:

At this time of the year, there are generally two budgets to review: the present and the current. The FY24 budget is about done and it is hoped that a final FY24 budget can be provided by the September meeting. In the FY25 budget, Accomack has provided their first 25% for the Wireless Surcharge and we are still awaiting to receive Northampton's. There is only one month of expenditures, with no concerns.

A motion to approve the budget report was made by Commissioner Ben Byrd with a second from Commissioner Greg DeYoung. There were no oppositions and the motion was carried.

DIRECTOR'S REPORT:

Director Jeff Flournoy went on to provide his report. **Operations-** The cutover to the ESINet occurred on August 13th, 2024. 9-1-1 calls are now being transported to the ESVA 9-1-1 via IP circuits, not using Verizon 9-1-1 trunks or selective routers. There are still a few issues that we are working to resolve but none that impact calls coming in. Due to the storm event at the end of July, there was a loss of four VH-40 cards and remote fax machine modem. An insurance claim was submitted and has been processed. **Radio Infrastructure-** To address the ongoing issues with the Tangier transmitter, a decision was made to transition from using the RF connectivity to using fiber to activate the Tangier. This will require a 1Mbps fiber agreement until cutover to the new radio system.

The meeting was then turned over to Deputy Director Krista Kilmon to provide her report. **ECW Issues-** It was hoped that the transition to ESINet would help with the stuck transfer issue, unfortunately it did not. ECW has been engaged and we are hoping to get resolutions. We were able to successfully test our



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Citizen Input software, so that issue has been resolved. **Console Project-** The new console for position 4 is slated to be installed on 9/5 and once that is completed, TPS should be able to come and install the console for the new radio system. **New Hire Training** - The two new hires have completed the classroom portion of their training, achieving all 15 required certifications. They were also trained in both policy manuals and all agency program applications, and have been released to floor training. They have two additional certifications to obtain in the coming months: Fire Service Communications and DCJS Telecommunicator. Our new part-timer, Tonya Blake, is rejoining us and will begin her amended training schedule on 8/25. **Conference-** The 9-1-1 Supervisors attended the APCO International Conference in Orlando, FL from August 3rd-8th. They were recognized for achieving their Registered Public Safety Leader certification, which is a yearlong commitment that consists of 6 different courses and a 9-1-1 service project that benefits their region. In addition to that, they were able to attend several different trainings on various topics and participate in several events held within the conference. They enjoyed the experience and are grateful they had the opportunity to attend. Deputy Director Kilmon then turned the meeting back over to Director Flournoy to finish his report.

RADIO INFRASTRUCTURE:

Director Flournoy went on to provide an update on the ESVARRS project. **Services-** There will likely be additional project cost needs related to consulting services. With the initial project completion being December 2024 and is now February 2025, it may require a few additional months of planning for continuing needed consulting services. **Site Work-** Much effort has continued and it is noted that certain aspects of the system are “on the air”. **Costs-** As expected, ongoing costs associated with the ESVARRS project are starting now and funds are expected to come from the ESVA 9-1-1 fund balance. The ANEC invoices for Mappsville, Chincoteague, and Craddockville are being received. The new tower expense to the Town of Chincoteague has begun and three invoices were recently paid. Once the Northampton Water Tank “comes to life”, those expenses will also begin. **Radios-** Work continues on finalizing exactly what is going to be ordered and what it is going to cost. There is an expectation of a credit to be applied back to the 9-1-1 Commission to be re-applied to the contingency from this likely future change order. **ESVBA-**The Broadband Authority have completed their configuration for the point-to-point circuits that are needed. They have also completed the internet connectivity at ESVA 9-1-1 and NCSO. This became a challenge but the solution was ESVBA providing a new/separate connection from their hand-off to the L3 Harris equipment at both locations. For a temporary solution at the new Chincoteague PW Shelter, they will be providing a separate hand-off until we are on the Legacy system. **Coverage Testing-** A focus has been to have all 5 sites done so that coverage testing can be completed before the leaves start falling – testing planned for late September into early October. Coverage testing will consist of two weeks on land and two weeks on the water, using our company vehicle, a vehicle from Northampton County Planning Department, and boats from ACSO, VMRC, and VDWR. **Timelines-** The overall project completion and system use is still by February 2025. Williams and Harris are optimizing their systems,



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the week of 9/9 site inspections and acceptance will be conducted, and the week of 9/16 is when system coverage testing will begin. The agency installation is planned for October into February, and user training is planned to potentially be in December or January. Vice-Chairman Bill McCready asked if a schedule will be provided ahead of time for the agency installation to which Director Flournoy advised there would be.

OTHER:

A meeting with ACPS leadership occurred on August 12th, 2024 related to their potential use of ESVARRS. CTA attended remotely and will be providing them with additional information, and it's reminded that it was built in that their current system would be tied into the new system. **Change Order Info-** The following are needed for the project: new internet service at ESVA 9-1-1 and NCSO, new point-to-point service at CHIN PW, and new transport services to Chincoteague. The following have been committed: additional grounding at Eastville VSP, and the relocation of MPLS router at ACSO Dispatch. The following will be a future change order: The monitors needed for Dragon-Force at each dispatch center. The ESVARRS project currently remains within project budget and there should be approximately \$27,000-\$46,000 remaining in contingency. Tracking the exact amount remaining in contingency has become a challenge due to trying to incorporate items that will be reimbursed by Williams or L3 Harris.

A motion to approve the Director's report was made by Commissioner AJ Ferebee with a second from Commissioner Jeff Renas. There were no oppositions and the motion was carried.

ACTION ITEMS:

There were no action items at this meeting.

CONSULTANT'S REPORT:

9-1-1 Consultant Scott Chandler advised that in addition to his routine items, he has been involved in training, coordination meetings, Core Team meetings, and other project review meetings.

A motion to accept the 9-1-1 Consultant's report was made by Commissioner Jeff Parks with a second from Commissioner AJ Ferebee. There were no oppositions and the motion was carried.

CHAIRMAN'S REPORT:

Chairman Donnie Kellam reported that he will be going to a surgeon next Tuesday to plan a future surgery. The October Commission Meeting was also discussed and it was ultimately decided for Director Flournoy to send out a DoodlePoll to vote on an alternate date. The October meeting is normally rescheduled due to falling near Halloween and the Roanoke Conference.



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OTHER BUSINESS:

There were no other business items at this meeting.

PAYABLES:

A motion to pay the bills was made by Commissioner AJ Ferbee with a second from Commissioner Jeff Renas. There were no oppositions and the motion was carried.

ADJOURNMENT:

Commissioner Bobby Taylor made a motion to adjourn the meeting with a second from Commissioner Jeff Parks. There were no oppositions and the meeting was adjourned by Vice-Chairman Bill McCready at 18:21.

Respectfully Submitted,

Katie Brewster, *ESVA 9-1-1 Supervisor / Recording Secretary*