



Minutes of the Eastern Shore of Virginia 9-1-1 Commission Meeting
March 2022 Meeting
Thursday, April 7th, 2022 @ 1730 hours (*rescheduled from March 31st*)
Accomack County EOC Building - Melfa

Commissioner Charles Kolakowski attended this meeting remotely from Eastville due to personal reasons. Proper notification to the 9-1-1 Director was made prior to the meeting. This meeting was recorded using FreeConferenceCall.com.

- COMMISSIONERS PRESENT:** Ben Byrd, *Wachapreague Volunteer Fire Company*
Hollye Carpenter, *Northampton County Dept. of EMS*
AJ Ferebee, *Captain, Northampton County Sheriff's Office*
Donald Hart, *Accomack County Board of Supervisors*
Donnie Kellam, *Chairman, Community Fire Company*
Charles Kolakowski, *Northampton County Administrator (remotely)*
Mike Mason, *Accomack County Administrator*
Bill McCready, *Atlantic Volunteer Fire Company*
Dane Lawson, *(acting) Area 31 1st Sergeant, Virginia State Police*
Ernest Smith, *Northampton County Board of Supervisors*
Bobby Taylor, *Lieutenant, Accomack County Sheriff's Office*
Ron Wolff, *Vice-Chairman, Accomack County Board of Supervisors*
- OTHERS PRESENT:** Scott Chandler, *9-1-1 Consultant*
Jeff Flournoy, *9-1-1 Director*
Caroline Hodgson, *9-1-1 Supervisor/Recording Secretary*
Greg Lewis, *Accomack County DPS*
- OTHERS ABSENT:** Krista Kilmon, *Deputy 9-1-1 Director*



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CALL TO ORDER: Chairman Kellam called the meeting to order at 17:29.

INVOCATION: Commissioner Ben Byrd delivered the opening invocation.

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

MINUTES: *A motion to accept the minutes from the February 2022 meeting was made by Commissioner Donald Hart with a second from Commissioner Vice-Chairman Ron Wolff. There were no oppositions and the motion was carried.*

CONSENT AGENDA: *There were no consent agenda items at this meeting.*

BUDGET REPORT: Director Flournoy reported that the wireless surcharge will be over projection by about \$40,000-\$50,000. The communications taxes will come in under budget as forecasted and Chincoteague is right on track. Director Flournoy has submitted the 4th quarter budget requests to Accomack County. There were no anomalies or changes on the expenditures side; 53% of the budget has been spent as of the end of February (2/3 of the budget year). Director Flournoy did speak about the upcoming budget. He attended a FY23 budget meeting for the Accomack County Board of Supervisors at the end of February. Accomack did include one additional 9-1-1 dispatch position; 2/3 of that cost was added to the proposed FY23 budget. The 1/3 request has also been included in Northampton's budget request. Accomack's budget went to a public hearing in early April and will hopefully be voted on and approved soon. It is unknown when Northampton's budget will be adopted but possibly sometime in June. Director Flournoy provided a spreadsheet of items that were included in the proposed FY23 budget for Accomack County.

A motion to approve the budget report was made by Commissioner Vice-Chairman Ron Wolff with a second from Commissioner Bill McCready. There were no oppositions and the motion was carried.

DIRECTOR'S REPORT: Director Flournoy reported that Deputy Director Kilmon attended the ACFRC with him on March 17th and attended the NCFRC meeting on her own on March 22nd. From the five individuals hired in the most recent process, one (Crystal Simpson) is fully released and the remaining four continue in training and have started on the dispatch floor a few days ago. The process has started to fill the vacant Supervisor position. Interest forms are due by April 18th. All full-time positions are currently filled with one still in training. Aneka Clark (part-time CO) submitted a letter of resignation as well, leaving eight part-time COs with five still in training. Tonya Blake (part-time admin) also submitted a letter of resignation and finished her work last week. Our CHE refresh is expected to cutover on April 19th to include the additional position and relocation of the cabinets and servers to the back equipment room. The Citizen Input equipment will become available to us after this cutover, giving us the ability to send callers a link to gain access to the cameras on their phone, giving the potential to see active



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incidents. Most of our staff are now VCIN certified after completing recent training and fingerprinted background checks. We have been working with NCSO dispatch to allow our staff to get familiar with this and to check the needed boxes for DCJS certification. National Telecommunications Week 2022 begins on April 10th and goes through April 16th. The annual meeting will be held the evening of April 12th and the 2021 9-1-1 Communications Officer of the Year will be announced. We continue to use the immediate dispatch of law enforcement that was put in place last Fall and continue to urge our staff to err on the side of caution if they feel a situation warrants the need for the immediate dispatch. The issue with callers being placed on hold and music playing while doing so at ACSO has been resolved. There are some concerns about this policy from NCSO leadership and we continue to work with them on addressing some issues they have with this policy. Baker-Tilly continues to work on the salary study. Director Flournoy hoped it would have been completed by March but is continuing. Some local agencies have not participated or provided data in the study that may be helpful. Whenever the study is complete, a report will be given. The trial continues for the court case involving a 9-1-1 caller using a racial epithet towards one of our 9-1-1 COs back in November 2021. The next date is set for late May. At the request of Wallops FIRE/EMS leadership, Station 25 and 26 are back on a 24/7 initial alert for structure fires and entrapment accidents in areas in northern Accomack County. Command View continues to be used with ACSO, NCSO, and CPD. They will reimburse the 9-1-1 Commission for these costs.

RADIO INFRASTRUCTURE: Director Flournoy reported that a second grant extension request was submitted to use \$75,000 to use towards a new radio console. We have until late July to use the money with no more extensions allowed. VSP radio technicians completed the replacement of the COMLINC system. We now have two workstations and hope to use more often in the future once necessary training is completed. There may be opportunities for NCSO, ACSO and CPD to have COMLINC installed at their locations in the future.

COVID-19 REPORT: The SDF remains operational and has been used in recent weeks. Since the last meeting, one employee had COVID-19, one was an exposure and one likely had it. Based on CDC guidance, we no longer wear masks at the 9-1-1 Center. We will continue to monitor the changes and guidelines.

OTHER: A fair amount of activity has taken place with the RPSRSC, particularly with the Evaluation Committee. There has been one full Committee meeting since last month. The application through Rep. Elaine Luria's office seeking federal Community Project funding in the amount of \$8.2 million was approved in the FY22 budget and was signed into law by the President earlier this month. This means that we are expected to have \$8.2 million federal dollars to apply towards the new regional public safety radio system. There are still some details to understand but Director Flournoy has spoken with someone in the Federal office under the Dept. of Justice to see how this money will be managed. There are still things to figure out as far as timelines, documentations, etc. There were no issues using



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workplace on a limited basis for a four-month trial period. *A motion to approve this action item was made by Commissioner Vice-Chairman Ron Wolff with a second from Commissioner Bill McCready. There were no oppositions and the motion was carried.*

D. Holiday Compensation Policy: Requesting to follow and be consistent with Northampton County's holiday compensation policy. *A motion to approve this action item was made by Commissioner Bill McCready with a second from Commissioner Vice-Chairman Ron Wolff. There were no oppositions and the motion was carried.*

CONSULTANT'S REPORT: Scott Chandler presented his report. He advised that he attended the RPSRSC evaluation subcommittee meetings on March 4th and March 18th. *A motion to accept the 9-1-1 Consultant's report was made by Commissioner Donald Hart with a second from Commissioner Vice Chairman Ron Wolff. There were no oppositions and the motion was carried.*

CHAIRMAN'S REPORT: Chairman Kellam did not have any items to discuss.

OTHER BUSINESS: Commissioner Bill McCready mentioned that his friend from Thomas Gardens wished to thank and commend the 9-1-1 staff that assisted him with a CPR call in March. The victim is alive and well and is grateful for the help received. Director Flournoy mentioned the meeting set to occur on April 18th with Rep. Luria at the 9-1-1 Center. She wants people to speak on behalf of the radio system project at 11:15am at the 9-1-1 Center. Chairman Kellam stated that he will not be able to attend due to traveling across the Country.

PAYABLES: *A motion to pay the bills was made by Commissioner Vice-Chairman Ron Wolff with a second from Commissioner Donald Hart. There were no oppositions and the motion was carried.*

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 18:11.*



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Respectfully Submitted,

Caroline Hodgson, *Recording Secretary*