



Minutes of the Eastern Shore of Virginia 9-1-1 Commission Meeting
October 2022 Meeting
Thursday, November 3rd, 2022 @ 1730 hours
Accomack EOC- Melfa

COMMISSIONERS PRESENT: Ben Byrd, *Wachapreague Volunteer Fire Company*
Donnie Kellam, *Chairman, Community Fire Company*
Bill McCready, *Atlantic Volunteer Fire Company*
Jeff Renas, *Area 31 1st Sergeant, Virginia State Police*
Ron Wolff, *Vice-Chairman, Accomack County Board of Supervisors*
AJ Ferebee, *Captain, Northampton County Sheriff's Office*
Ernest Smith, *Northampton County Board of Supervisors*
Terri Christman, *Northampton County Dept. of EMS*
Donald Hart, *Accomack County Board of Supervisors*
Charles Kolakowski, *Northampton County Administrator*
Mike Mason, *Accomack County Administrator*

OTHERS PRESENT: Jeff Flournoy, *9-1-1 Director*
Krista Kilmon, *Deputy 9-1-1 Director, Acting Recording Secretary*
Greg Lewis, *Battalion Chief, Accomack County Department of Public Safety*
Scott Chandler, *9-1-1 Consultant*

COMMISSIONERS ABSENT: Ernest Smith, *Northampton County Board of Supervisors*
Bobby Taylor, *Lieutenant, Accomack County Sheriff's Office*

REMOTE PARTICIPATION: None

OTHERS ABSENT: None

CALL TO ORDER: Chairman Kellam called the meeting to order at 17:32.

INVOCATION: Commissioner Ben Byrd delivered the opening invocation.

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

MINUTES:



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A motion to approve the minutes from the September 29th, 2022 Commission Meeting was made by Commissioner Vice Chairman Ron Wolff with a second from Commissioner Ben Byrd. There were no oppositions and the motion was carried.

CONSENT AGENDA:

There were no consent agenda items to be discussed during this meeting.

BUDGET REPORT:

Director Flournoy reports that the 9-1-1 Wireless Surcharge did come in slightly lower than expected last month but there are no immediate concerns. He will continue to monitor that line item every month. Accomack County has contributed 50% of their expected budget following the request that Director Flournoy made back in early October. Three months of the Communications Tax has come in for Accomack County and two months have come in for Northampton County. Projecting the math for these budget items show the totals coming in slightly under the projected number. No revenue has been seen from Chincoteague yet, but this is not uncommon. No major budget concerns have presented so far for this budget year.

There are a few projects that are in progress or pending, which is why there are some large sums still in our capital projects budget. 19% of the personnel budget has been spent and 42% of our operational budget has been spent, totaling 26% of our overall budget spent this fiscal year. No immediate concerns have presented with the budget during the first three months of this fiscal year. The radio project will be separated into another budget to keep it separate so there will be another piece to the budget coming soon in the coming months.

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 began by referencing an e-mail that he sent out prior to the e-mail in regards to VDEM revamping their website. All full-time positions are still filled with two of those full-timers still in training. Currently we have five part-time employees, with four of those employees released and one still in training. Accomack County issued their capital budget requests that were due on 10/28/2022 and one request was submitted for funds to develop a back-up 9-1-1 Center. He will also be including the same request to Northampton County when their capital budget requests come out. He did not include the regional radio project in the FY24 request as he understands that they will be included in the FY23 budgets. Public Works included a request for repairing/improving the parking lot at the 9-1-1 Center. He has not received the operational budget requests from either county just yet.

Director Flournoy did meet with Worcester County, Maryland GIS staff, and state VDEM GIS state to look at the Maryland/Virginia boundary line. Still working on this. After speaking with



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Commissioner Kolakowski a few months back, Director Flournoy is attempting to track additional data related to lack of or weak cell phone coverage. He has asked staff to report instances where calls are dropped or cellular reception significantly prevents the caller from being understood or heard. The 9-1-1 Center has recently had two full-time employees with Covid in the recent weeks, losing each one for about a week to illness. During the Roanoke Conference, Director Flournoy spoke with a few representatives from DCJS regarding Marcus Alert/9-8-8. They communicated that the triage of calls, diverting calls to 9-8-8, would not apply to us for several years. He plans to let this come off his immediate list of to-do items since it is no longer an immediate concern.

Annual FOIA training was completed by Director Flournoy, Deputy 9-1-1 Director Kilmon, and Supervisor Hodgson. JLARC, had a recent meeting in October, was approved to research/study options related to enhanced retirement for 9-1-1 personnel. He believes this is a good step forward and he hopes that our local legislature would support this effort if/when it comes back up.

RADIO INFRASTRUCTURE:

Last month Director Flournoy reported that he had been testing the Wallops radio system intensively to be used for launches and that testing was successful. The plan is to use the radio that has been installed at the 9-1-1 Center for the upcoming launch operations. He picked up 12 radios that have been given to Accomack County Emergency Management that will be dispersed to those who need them. The long-term goal will be having our new radio system to support our needs.

The leadership of the Virginia State Police communicated that they are looking at allowing local law enforcement talk groups to be programmed on VSP radios and allowing VSP talk groups to be programmed on local law enforcement radios. It will not happen quickly, but they are looking at this interoperability in the future. Also, based on these communications, it appears that the SIRS channel in VSP units may go away.

OTHER:

Director Flournoy reviewed the other items that were included in his director's report. He reviewed the document that outlined the classes that were taken by our staff at the recent APCO conferences in Ocean City and Roanoke. He complimented Deputy 9-1-1 Director on presenting at the APCO conference in Roanoke which received positive feedback. He also mentioned the radio log and data sheet which were also included in the packet.

Director Flournoy did spend a few moments reviewing the radio system update memo which was included in the packet. There have been numerous meetings with our attorneys and CTA. There was also a scheduled day where Motorola was at the 9-1-1 Center inspecting documents. A letter of intent was issued to L3Harris on September 23rd, 2022. After the letter of intent was issued, a formal protest was received from Motorola's legal firm on 10/3 and again on 10/6. The 9-1-1



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Center did formally respond on 10/17 and on 10/27 a formal communication was received from Motorola advising that the protest was concluded. Now the focus has shifted back to working on a contract with L3Harris.

He is continuing to work on the federal funding from the Community Project Funding. At this time, there have been no awards issued to Accomack or Northampton Counties from the Assistance to Firefighter Grant. He has been monitoring the grant announcements and has not seen any other grants issued since late September, indicating that we were likely not selected for this grant. There is an opportunity to apply again during the next cycle. An extension was granted on the USDA grant that will be applied towards the purchase of new consoles through May of 2026. Local funds continue to not be a part of the FY23 budget. This will become a topic in the near future as we begin negotiating the contract with L3Harris.

The evaluation committee is still working on items such as final sites to be used, options for the system, contingency funds, the RFP for the microwave/connectivity system, and the contract with L3Harris. We are hoping to have the RFP for the microwave system issued by the end of the year. Director Flourney did reach out to the Northampton County School Board again to re-engage them about possibly participating in the new radio system while we are in the early stages of the project. An action item will be coming up in one of the coming meetings regarding our continued partnership with CTA consultants.

A motion to accept the Director's report was made by Commissioner Bill McCready with a second from Commissioner Vice Chairman Ron Wolff. There were no oppositions and the motion was carried.

CLOSED SESSION:

A motion to enter a closed session was made by Commissioner Vice-Chairman Ron Wolff pursuant to Section 2.2-3711 (A) (8) of the Code of Virginia for consultation with legal counsel obtained by the 9-1-1 Commission for legal advice relative to the new regional public radio system procurement; 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 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; and pursuant to Section 2.2-3711 (A) (1), of the Code of Virginia for discussion of the performance evaluation of an appointee of a public body, specifically the 9-1-1 Director.

Commissioner AJ Ferebee seconded the motion to move into closed session. There were no oppositions and the motion was carried. The meeting entered closed session at 18:02. A recommendation was made for the members of the Regional Public Safety Radio System Committee to be permitted to attend the first part of the closed session of the meeting. Individuals invited and participating during the closed session, not part of the 9-1-1 Commission, will be included/listed in the meeting minutes (Jeffrey Flourney, Krista Kilmon,



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Scott Chandler, and Greg Lewis) The aforementioned individuals left the meeting after the discussion of the new regional public safety radio system was concluded.

Commissioner Vice-chairman made a motion to come out of closed session; that the 9-1-1 Commission entered the closed session for the purposes as set out in Section 2.2-3711 (A) (8), (29), and (1) of the Code of Virginia and we will now pole each member certifying to the best of their knowledge that only public matters that were lawfully exempt from open meeting requirements under this chapter and only such public business as matters as were identified by the motion of which the closed meeting was convened were heard, discussed, or considered in the meeting of the public body.

Commissioner Charlie Kolakowski seconded the motion and each member of the 9-1-1 Commission was individually poled, with all members responding with "Aye". The meeting exited closed session at 18:25.

ACTION ITEMS: A. Personnel Committee Recommendation

A recommendation was made during the closed session to award Director Flournoy with a \$2,000.00 bonus for the work he has gotten accomplished over the last year.

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

B. Substance Abuse Screenings

Names were drawn at random by three 9-1-1 Commissioners for substance abuse screenings. The names that were drawn were provided to Director Flournoy.

CONSULTANT'S REPORT:

9-1-1 Consultant Scott Chandler reports that he updated the ESVA 9-1-1 website and redirected the Virginia APCO website to a new host. He hopes to be able to retire from that function of the chapter. He also attended the APCO/NENA conference in October where he was able to attend workshops, visit exhibits, and observe staff doing excellent work. Scott mentioned Deputy Director Kilmon's presentation and Director Flournoy's interaction with all the attendees.

Chairman Kellam thanked Scott for what he has been doing for the Virginia APCO chapter for many years.

A motion to accept the 9-1-1 Consultant's report was made by Commissioner Vice Chairman Ron Wolff with a second from Commissioner Donald Hart. There were no oppositions and the motion was carried.

CHAIRMAN'S REPORT:



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Chairman Kellam advised that we will be meeting on December 1st at the Accomack EOC. There is also a possibility that the 9-1-1 Commission will need to meet at the end of December as we work towards signing a contract with L3Harris. There is still some coordination that needs to occur with county administrators. If a special meeting is scheduled, it will be held in Eastville.

Commissioner Mike Mason wanted to clarify that we are currently unable to draw funds from the Community Project Funding at this point. Director Flournoy advised that while there is still some documentation to complete, he does not believe that there will be a lot more before we are able to draw funds for the project. Commissioner Mason wanted to have this information as we move forward in the contract process and to possibly have confirmation that funds will be reimbursable. He wants to ensure that we will be able to claim this cost as we draw closer to signing a contract. Scott Chandler also mentioned that being aware of any dates when payment is expected or any restrictions would help us during our negotiations with L3Harris. Director Flournoy advised that he will be speaking with COPS program and county administrators on these matters, as well as the microwave project.

OTHER BUSINESS:

Director Flournoy communicated that retired Supervisor Marge Surran had a pretty bad fall a few weeks back. She sustained a pretty severe facial injury that requires surgery. She is doing better but has a long road of recovery ahead of her. Director Flournoy also mentioned the passing of past employee Corey Salmon. He was employed with the 9-1-1 Commission in the late 1990's and early 2000's. His services will be held in Parksley on Sunday.

PAYABLES:

A motion to pay the bills was made by Commissioner Donald Hart with a second from Commissioner Vice Chairman Ron Wolff. 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 AJ Ferebee. There were no oppositions and the motion was carried. Chairman Donnie Kellam adjourned the meeting at 18:33.

Respectfully Submitted,

Krista Kilmon, Deputy 9-1-1 Director, Acting Recording Secretary