



Minutes of the Eastern Shore of Virginia 9-1-1
November 2025 Commission Meeting
Thursday, November 20th, 2025 @ 1730 hours
Accomack EOC – Training Room – Melfa, VA

COMMISSIONERS PRESENT: Bill McCready, *Chairman, Atlantic Volunteer Fire Company*
AJ Ferebee, *Vice-Chairman, Captain, Northampton County Sheriff's Office*
Jeff Renas, *Area 31 1st Sergeant, Virginia State Police*
Ben Byrd, *Wachapreague Volunteer Fire Company*
Donald Hart, *Accomack County Board of Supervisors*
Greg DeYoung, *Northampton County Department of EMS*
Charlie Kolakowski, *Northampton County Administrator*
Mike Mason, *Accomack County Administrator*
Jeff Parks, *Accomack County Board of Supervisors*
Adam Zieger, *Eastville Volunteer Fire Company*

OTHERS PRESENT: Scott Chandler, *ESVA 9-1-1 Consultant*
Jeff Flournoy, *ESVA 9-1-1 Director*
Krista Kilmon, *ESVA 9-1-1 Deputy Director*
Katie Brewster, *ESVA 9-1-1 Supervisor/ Recording Secretary*

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

REMOTE PARTICIPATION: None

OTHERS ABSENT: None

CALL TO ORDER: Chairman Bill McCready called the meeting to order at 17:30.

INVOCATION: Commissioner Donald Hart delivered the opening invocation.

PLEDGE OF ALLEGIANCE: 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 October 2025 Commission Meeting was made by Commissioner Donald Hart with a second from Vice-Chairman AJ Ferebee. There were no oppositions and the motion was carried.

CONSENT AGENDA:

There was no consent agenda items at this meeting.

BUDGET REPORT:

Director Flournoy provided an update on the budget report. FY26- For the Wireless Surcharge, four months have been received and is coming in over what was anticipated. For the Communications Tax, four months have been received from Accomack and is close to on track; one month has been received from Northampton; four months have been received from Chincoteague. There are no concerns or anomalies for the revenue coming in or the budget. For the budget: 24% of the operational costs and 33% of the other costs, totaling 30% of the budget utilized. FY25- The final budget was provided and there were no changes since August/September. Current Fund Balance- In the 730 Budget Fund Balance, there remains approximately \$367,805; approximately \$92,000 is the Northampton County 1/3 for the FY23 project, approximately \$190,000 for consulting use, and approximately \$10,000 for FY26 project use; leaving approximately \$73,790 in unappropriated fund balance. In the 731 Budget Fund Balance, there remains approximately \$529,340; approximately \$148,536 is planned for ESINet costs and approximately \$174,638 is needed to maintain the 8% minimum expectation; leaving approximately \$141,166 in unappropriated fund balance.

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

DIRECTOR'S REPORT:

Operations: Meetings- Director Flournoy and Supervisor Brewster attended the Accomack County Fire/Rescue Commission Meeting after the November 9-1-1 Commission Meeting on 11/20/2025. Staffing- Currently, nine of the eleven 9-1-1 CO F/T positions are filled; resignation from Casey Decker is included in the packet. Currently, we have three 9-1-1 CO P/T employees; Niasia Scarborough continues an extended medical leave of absence. The hiring/recruitment process is currently ongoing. Budget- For the FY27 Budget. Accomack County submitted their capital requests that were due by 11/7/2025; no capital requests were submitted by the 9-1-1 Commission. Accomack County issued their operational requests, with Northampton's requests normally provided in December of each year. I.T. Assistance- A fair amount of help from Northampton I.T. recently, related to certificate management for the Freedom server and with the annual subscription for the anti-virus platform used at the 9-1-1 Commission. Other- Currently completing the annual DMV verification for 9-1-1 Commission staff. Due to other staffing demands, Scott Chandler was the only individual from the 9-1-1 Commission to attend the annual APCO-NENA Interoperability conference in Roanoke in early November.

Radio Infrastructure: Radio System Issues- Continued issues with Channel 5 as well as numerous on-going issues that occur as we continue to manage until we switch over to the new system. Flooding- Insurance claim



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submitted to VACO for equipment repair/replacement costs from the flooding at the ACSO tower in late August 2025. We did hear back and they advised they wanted us to resend the invoice; still awaiting.

Other: Director Flournoy advised that the following were included in the packet: Radio Log Spreadsheet, October Operational Data Report, Casey Decker Resignation, Big Wood Electric Grounding Report, and Dispatch Changes (over the last six months). He then turned the meeting over the Deputy Director Kilmon to provide her report.

Deputy Director Report: ECW- Two new examples have been added to the stuck transfer ticket. The technician has set-up a packet capture to try and see if he can find which side is not properly terminating the calls. This has been on on-going ticket for about two years. Dispatch Failsafe- Deputy Director Kilmon and Supervisor Brewster had a meeting with Failsafe and the product looked like it was behaving mostly how we expected. The program will not be 100% alike to what we have now, but will be close enough in the event of a catastrophe. They are having to mail us a USB since our firewall is preventing the download of the program to our workspaces. 9-1-1 Back-up Relocation- Still awaiting Northampton I.T. to let us know when the lines are ready to finish. NOMAD- Work continues on preparing documents on assembly and use of the product. ESVARRS- Deputy Director Kilmon continues to assist with various tasks for the ESVARRS project. We are in the process of promoting the upcoming Radio User sessions that are planned for the first week in December. ANPDC- The steering committee meeting was held on 11/19/2025; Deputy Director Kilmon was unable to attend but a synopsis was sent for her to review. Hiring Process- We had 10 applicants that are moved forward with testing, which occurred 11/17-11/19/2025. Four applicants successfully passed the CritiCall test and will be brought in on 11/25/2025 for interviews. Deputy Director Kilmon then provided an update on Niasia before turning the meeting back over to Director Flournoy to provide an update on the ESVARRS project.

ESVARRS: Funding- There are no changes to report. To date, sixteen drawdown requests have occurred for a total withdraw of approximately \$7,557,320; there remain approximately \$687,679 of COPS federal funds available to use towards the ESVARRS project. With the federal government now being re-opened, anticipate re-engagement with USDA staff on reimbursement related to the USDA Grant for Accomack County for radio dispatch console expenses. Subscriber Radios- Numerous ESVARRS portable radios have been provide to field personnel; to trainers and to Fire/EMS stations. The expectation is the portable radios provided to trainers remain on the new radio system (for training/practice) and the portable radios installed in chargers on apparatus remain on the current system. Numerous train-the-trainer “labs” have been set up to allow field personnel to practice/test the operations of the portable radios and it’s expected to schedule additional sessions in December/early January. NCPS has radios installed now and bus radio installs are planned for next month. They were given an invoice because they needed to buy all of their radios; pay on that invoice should come in the near future. Installations- Mobile radio installations, outside of NCPS, on units/apparatus and console stations is complete. Portable radio charger installations began in mid-October and is overall complete. Pagers- Effort is ongoing for the installation of new G5 Unification chargers/pagers at stations where needed (for station siren and other ancillary activations). It is expected for Delmarva Two-Way Radio to start the programming of alerting pagers for responders soon, completing all by early December. RF Sites- At the Eastville VSP site, the security camera has been installed. At the Belle Haven site, work from Amendment 5 is overall complete, except the microwave which is planned to be completed early January. It is understood the new generator is fully commissioned/functional. At the Craddockville site, the microwave connectivity will occur later in the project. While the Northampton County Water Tower is not an RF site, Williams and Big



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Wood Electric worked together to move the existing generator from the current Cape Charles site to this site. The delivery of fuel by Sharp Energy remains as an outstanding item to be completed. Timelines- The current timeline for cutover for Fire/EMS/Law Enforcement to ESVARRS system is now the week of 1/12/2026. The current timeline for cutover for NCPS is 12/15/2025. The overall reasons for delay from the week of 12/8/2025 are the following: (1) expectation for the Belle Haven site to have full redundancy prior to cutover (2) Feel as though L3Harris continuing efforts on aspects of the system, such as Dragon Force and ISSI should be completed prior to cutover. There was some discussion amongst Commissioners on being provided a copy of the coverage map from coverage testing to compare to while field testing. Immediate project timelines include: punch-list work, programming of portable radios, programming of pagers, planning for cutovers. A critical aspect of the project moving forward is the successful “30-Day Burn-In Period”, which is ongoing (began 10/30/2025 and expected to conclude 11/29/2025). This is a period where our system should remain functional, with no major issues, for an extended period. While some issues have been investigated, nothing considered as a major alarm impacting the overall system has occurred. There was some discussion on setting up a “mock incident”, ESVA 9-1-1 monitoring both systems, or designated days/times for additional testing. Trainings- Numerous Radio User Trainings for all Fire/EMS/Law Enforcement users are planned for 12/1-12/5/2025 and includes a total of 23 sessions. It is anticipated to provide the portable radios to Law Enforcement personnel and Fire/EMS officers at the training session they attend. NCPS will have separate user training sessions during the week of 12/8/2025. Other- Ongoing outreach to VACORP on insurance needs/discussions for ESVARRS equipment related to budget guidelines and infrastructure vs. subscriber coverage. The L3 Harris system is now integrated in the new Exacom logging recorder. Accessibility by other dispatch centers and additional configuration efforts are ongoing. There was some discussion about FOIA law clarifications for record requests and authentication. Change Orders- The following change orders were included in this report: additional vehicular chargers needed; A/C adapters for vehicle chargers; anchor graphics-subscriber equipment-labels.

A motion to approve the 9-1-1 Director's report was made by Commissioner Greg DeYoung with a second from Commissioner Ben Byrd. There were no oppositions and the motion was carried.

ACTION ITEMS:

A. Additional Full-Time Position

While is anticipated the FY27 budget request will include the funds to add at least one additional F/T position to the 9-1-1 Commission, authorization was requested to immediately increase the number of F/T 9-1-1 CO positions by one (from 11 to 12). It is not anticipated to request additional funds for this additional position in FY26, rather use funds from other line items for the additional costs for the position; (A) the expected difference between the salary of one staff recently resigning (B) managing the P/T and overtime line items (C) partial use of health insurance/wellness program line items from staff not participating. The intent would be to hire three F/T 9-1-1 CO positions during the current ongoing hiring/recruitment process. With the existing vacancies, the number of P/T staff available, known and unknown impacts to the availability of current staff in the coming months, and longevity of trainees (based on history), feel this action is necessary and appropriate. Commissioner Mason asked what the plan was if funding did not come through got FY27 to which Director Flournoy responded that it would be a good problem to have but would manage line items as appropriate. Commissioner Kolakowski advised that the budget is tight and rearranging line items is not a solution, that if the FY27 funding was not approved, that the additional position would then need to be terminated. Director Flournoy stated that the 9-1-1 operations are critical, we can not close, and we need staffing. The 9-1-1



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Commission decides the number of F/T staff appropriate and then the counties are asked for money for funding.

A motion to approve this action item was made by Commissioner Adam Zeiger with a second from Commissioner Donald Hart. There were no oppositions and the motion was carried.

CONSULTANT'S REPORT:

Consultant Scott Chandler reported that along with his routine administrative duties, he also attended several sessions at the APCO-NENA Interoperability Conference in Roanoke 11/3-11/6/2025. He has been heavily involved in ESVARRS work: weekly project reviews, developed a Feeds Configuration workbook, developed Recorder Profiles by agency, meeting with Re-System Alarms, DragonForce orientation and meeting, updated the pager programming order, several installation and programming monitoring, meeting with AMK, and other tasks.

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

CHAIRMAN'S REPORT:

Chairman McCready had nothing to report.

OTHER BUSINESS:

Director Flournoy let the 9-1-1 Commission know that the ESVA 9-1-1 Christmas Party will be 12/17/2025 at the 9-1-1 Center. He then expressed his gratitude to out staff for their work and multitude of coordination with agencies during the Captains Cove fires. It was reminded that the next 9-1-1 Commission Meeting is 12/18/2025 at the Northampton County Board Chambers.

PAYABLES:

A motion to pay the bills was made by Vice-Chairman AJ Ferebee with a second from Commissioner Donald Hart. There were no oppositions and the motion was carried.

ADJOURNMENT:

Vice-Chairman AJ Ferebee made a motion to adjourn the meeting with a second from Commissioner Adam Zeiger. There were no oppositions and the meeting was adjourned by at 18:43.

Respectfully Submitted,

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