



Minutes of the Eastern Shore of Virginia 9-1-1
February Commission Meeting
Thursday, February 27th, 2025 @ 1730 hours
Eastern Shore of Virginia 9-1-1 Center - Accomac

COMMISSIONERS PRESENT: Bill McCready, *Chairman, Atlantic Volunteer Fire Company*
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*
Mike Mason, *Accomack County Administrator*
Ernest Smith, *Northampton County Board of Supervisors*
Bobby Taylor, *Lieutenant, Accomack County Sheriff's Office*
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: AJ Ferebee, *Vice-Chairman, Captain, Northampton County Sheriff's Office*

REMOTE PARTICIPATION: Charles Kolakowski, *Northampton County Administrator* participated remotely from the Cheriton, VA area due to medical reasons.

OTHERS ABSENT: None

CALL TO ORDER: Chairman Bill McCready called the meeting to order at 17:31.

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. Chairman McCready did welcome our newest Commissioner, Adam Zieger, and advised he would be a great asset.



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Ryan Kellam was in attendance as an honored guest. Director Jeff Flournoy read and presented Ryan with a Letter of Resolution of Appreciation for Donald Kellam, Jr., his father's service to the 9-1-1 Commission.

MINUTES: *A motion to accept the minutes from the January 2025 meeting was made by Commissioner Donald Hart with a second from Commissioner Ben Byrd. There were no oppositions and the motion was carried.*

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

BUDGET REPORT: Director Flournoy advised that the budget report really has not changed since last meeting. There were no major concerns or anomalies on the revenue coming in or the expenditures. Through the end of January, 54% of the Personnel Costs, and 72% of the Operational costs have been spent; equaling a total of 59% spent.

An overview of the FY26 budget requests was then provided. In February, Director Flournoy did have the opportunity to address the Accomack County B.O.S. and the Northampton County B.O.S., regarding the FY26 budget and the following requests that were included. A 5% salary increase for all personnel; with the Governor's budget request language now understood to be a 6% increase. Commissioner Mason stated that it had changed and now states a 3% increase for all, 6% for law enforcement dispatch, and 1.5% bonus for all full-time employees. Another operational related request is for potential employee benefit increases and if not used fully, would expect to return the difference. For the ESVARRS requests, nothing has changed from last month. The VDEM Delta Reimbursement includes reimbursement for the additional costs associated with ESINet usage. Director Flournoy advised he will continue to work with each County to understand funds approved for FY26.

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

DIRECTOR'S REPORT: Director Flournoy went on to provide his report. Staffing/Personnel- Currently, all eleven F/T CO positions are filled, with one in training and we have five P/T CO, with one in training. P/T CO Rudy Hudson requested a three-month leave of absence; through May 2025. Facility Related- ACPW has been involved in several projects such as: managing electrical issues found when we experienced a failure of the new generator when testing; the installation of a central humidifier unit for the dispatch floor; and moving forward with the kitchen exhaust work. Resolution/Charter Work- The initial feedback/questions were provided to the Personnel Committee/Ad Hoc Committee from the documents that were provided by Accomack County Leadership. Compensatory Leave- Based on Accomack County government closing in February due to winter storm events, each full-time (non-exempt) 9-1-1 Center employee earned 22 hours of compensatory leave.

RADIO INFRASTRUCTURE: Radio technicians have been dispatched due to the following issues: a failure of a power supply for the back-up F1 transmitter at ACSO; Position 3 radio transmission issues when using the mouse; and failure of EMS Operations receiver at Eastville.



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OTHER: Virginia Statute 2.2-3708.3- After consulting with the 9-1-1 Commission's attorney (Wiggins), his interpretation of Section 51.5-40.1 (definitions of persons with disabilities) does include illness in its definition, therefore Commissioner's with illness/sickness attending a meeting remotely count towards the minimum quorum. General Assembly Bills- All of the 9-1-1/dispatch related bills failed, except one.

Director Flournoy then turned the meeting over to Deputy Director Kilmon to provide her report. ECW Issues- We are still experiencing the same issues however, because there have been no new examples since September, we are inclined to close the ticket and open a fresh one if we were to experience the issues again. Active Shooter Drills- There's been no movement on scheduling an active shooter drill with Accomack as there has been communication with no response back. VDEM SHSP Grant- The NOMAD equipment arrived at the beginning of February. We are currently awaiting Northampton I.T. to come in and get the VPS set up for Motorola to access the equipment remotely and set them up for use. For now, it'll operate on WiFi however, future use will require the purchase of a SIM card remote access. New Hire Training- The new hires are in their 7th week of classroom training and are working towards the completion of the Communications Manual review, prepping for EMD practical exams, and finishing up online training. It is planned for them to move to dispatch floor training by March 2nd. Server Replacements- The Freedom and Message Switch servers were replaced and rehosted on March 4th. She has reached out to Northampton I.T. to look into a new server for the RAVE software. We need to purchase the new server; RAVE will assist in the transition and there is no cost associated with the rehost. Training- Two of our F/T CO will be attending the DCJS class in March at the Hampton Roads Criminal Justice Training Academy. 2024 TOTY- A meeting is scheduled to select the 2024 Telecommunicator of the Year.

Deputy Director Kilmon then turned the meeting back over the Director Flournoy to provide an update on the ESVARRS project. Funding- To date, twelve drawdown requests have occurred using the ASAP reimbursement system for a total withdraw of about \$5.9million. There remain about \$2.2million available for use toward the ESVARRS project. There have been no more issues since there was a temporary suspension of funds in late January; that has all been resolved. Continuing to complete and submit all required reporting to DOJ/COPS. A grant extension was requested for the use of awarded federal funds. This request was approved, with a new project completion date being December 31st, 2025. Accomack County has a USDA Grant for \$75,000 that we used toward consoles. An L3 Harris invoice was provided for reimbursement that included much of the costs related to radio dispatch consoles. This USDA Grant needs to be applied to radio dispatch console expenses. There will be a future L3 Harris invoice coming in with additional radio dispatch console expenses and when it does, we should be able to use that to apply to the USDA Grant. Interoperability- Last month it was mentioned that there was some concern about NASA/WFF operating on our new radio system however, the Wallops Fire Chief advised there will likely be funds available for this need. Installations- The installation of subscriber radios commenced in early January 2025 and continues (now in eight week). Stations 8, 3, 14, 15, 17, 31, and 16 have been used for installs and it is expected to continue working north to other stations in the coming weeks. Most law enforcement vehicles now have L3 Harris mobile radios installed. Commissioner Bobby Taylor asked if there was anything to do about the long grant tone prior to transmitting to which Director Flournoy advised that to make it shorter it would cut out the MDC Code. More discussion followed and it was ultimately decided to discuss reprogramming however, the long grant tone will not be an issue once we are operating on the new system. All Fire/EMS site visits for control station radio installations



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are complete and several remain for law enforcement and outside agencies. The installation of control station radios will occur at different times than mobile radios. The new radios installed are still operating on the existing Legacy system. Although there have been some issues during vehicle installations with programming, antenna connections, etc, it has overall gone well. As of February 23rd, 2025, 168 vehicle installations have been completed. Installations will continue, generally five or six days a week for the coming months.

L3 Harris- As has been reported, it still stands that the current five-site design model does not meet coverage requirements; an additional site is likely needed between the Eastville and Craddockville sites. In late December/January, ESVA 9-1-1 were involved with numerous meetings and discussions followed by L3 Harris doing site visits to potential site considerations. In recent weeks, the direction from L3 Harris is continuing to focus on the Belle Haven site; on February 20th, they provided an in-progress revised design with the Belle Haven site added as the sixth RF site. While L3 Harris has communicated information on why the Belle Haven site was determined to be the most appropriate additional RF site, they have been directed to formally provide this information to ESVA 9-1-1 for understanding and review. They will be modifying the antenna designs used at the other sites as part of the revised system design. This will require additional tower analysis work and likely revisions to existing lease agreements; L3 Harris will be absorbing these costs. There will be a project amendment in the future that will address the new system design, revised timelines, cost impacts, and other impacts. Current Timelines- At this point, system coverage testing in summer/fall 2025 with cutover to using the new system in fall/early winter 2025 appears a reasonable goal; dependent on the system design changes being implemented and completed. Focus on system design changes started in December 2024 and continued vehicle/agency subscriber radio installations started in January 2025. Efforts on other critical aspects of ESVARRS will continue. Other- The additional connectivity between ESVA 9-1-1 and ACSO dispatch is almost complete. While is not part of any formal process, Director Flournoy advised he has been doing some field testing inside facilities/buildings and has focused on areas in northern/central Accomack County due to the Craddockville and Eastville sites currently being offline. Change Order- There is one change order: the transition of the XG mobile radios to XL mobile radios for the 21 Fire/EMS/LE vehicles. This decision was made to standardize all radios to be the same radio and programming.

A motion to approve the Director's report was made by Commissioner Donald Hart with a second from Commissioner Bobby Taylor. There were no oppositions and the motion was carried.

ACTION ITEMS:

A. Belle Haven Tower Site – Lease Agreement

Approval was requested for the 9-1-1 Director, once the needed revisions to the existing agreement are finalized, to execute the amended tower site agreement (for the Belle Haven site) with Delmarva Two-Way Radio (Milt Warren) to convey/transfer once under new ownership.

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

B. State Grant Submissions- FY25 (1) and FY26 (5)

(1) Authorization is requested for the ESVA 9-1-1 Commission to submit the following three PSAP GIS grant requests to VDEM for the following items: \$5,000 as reimbursement toward GIS data maintenance for ESVA



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9-1-1 Center, \$5,000 as reimbursement toward GIS data maintenance for Northampton County, and \$3,000 as reimbursement toward GIS data maintenance for Accomack County.

(2) Authorization is requested for the ESVA 9-1-1 Commission to submit the following PSAP education/training grant request to VDEM for the following item: \$4,000 for expenses related to attendance at state APCO/NENA conferences and other related training needs for the 9-1-1 Center and its staff.

(3) Authorization is requested for the ESVA 9-1-1 Commission to submit the following PSAP Next Generation 9-1-1 additional funding grant request to VDEM for the following item: Additional NextGen funding/other funding: \$150,000 to be used for increased local costs related to ESINet services in future years and/or other uses for 9-1-1 Center needs.

(4) Authorization is requested for the ESVA 9-1-1 Commission to submit the following funding grant request to VDEM for the following item: DCJS Office of First Responder Wellness Grant Program: Up to \$30,000 for funds to support wellness training/education and wellness activities for 9-1-1 Center staff.

(5) Authorization is requested for the ESVA 9-1-1 Commission to submit the following PSAP Next Generation 9-1-1 additional funding grant request to VDEM for the following item: Next-Generation Delta Payment Request: The 9-1-1 Services Board approved the process for the NG9-1-1 Delta reimbursements to occur. This request for funds will provide about \$148,000 of additional costs since transitioning to the ESINet.

Although not a grant request, Director Flournoy shared the following for awareness: The VDEM PSAP Grant Program for Consolidation guidelines have been amended to allow funds (up to \$1,000) to be awarded to secondary PSAPs to consolidate with primary PSAPs.

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

C. Selection – 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: Consultant Scott Chandler provided his report. Aside from his routine items, he has also been involved in numerous ESVARRS meetings, briefings, discussions, and installation monitoring.

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

CLOSED SESSION: Pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia for the following purpose: Discussion of performance and/or salaries of specific appointees/employees of the 9-1-1 Commission, specifically the 9-1-1 Director.



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A motion to enter closed session was made by Commissioner Ernest Smith with a second from Commissioner Jeff Parks. There were no oppositions and the closed session began at 18:39, with all recordings of the meeting being halted. All persons not privy to the closed session exited the room.

CERTIFICATION OF CLOSED SESSION: Vice-Chairman Bill McCready polled each member for the closure of the closed session and all Commissioner members in attendance stated their last name and “I” or “yes”. The closed session ended and the regular meeting re-opened at 18:50.

CHAIRMAN'S REPORT: Chairman McCready had nothing to report.

OTHER BUSINESS: Director Flournoy advised that Scott Chandler, Greg Lewis, and himself would all be gone for L3 Harris training next month; Deputy Director Kilmon will be leading the March 2025 Commission Meeting. He then reported that we did outreach to Virginia Beach and offered to send our staff to fill in and assist while they had other items going on. Deputy Director Kilmon went with York County to help during a vigil however, we won't be going again because they have a completely different setup and it would be too much of a learning curve, but are open to any other form of help to provide.

PAYABLES: *A motion to pay the bills was made by Commissioner Donald Hart with a second from Commissioner Jeff Renas. There were no oppositions and the motion was carried.*

ADJOURNMENT: *Chairman Bill McCready made a motion to adjourn the meeting with a second from Commissioner Donald Hart. There were no oppositions and the meeting was adjourned by at 18:55.*

Respectfully Submitted,

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