



Minutes of the Eastern Shore of Virginia 9-1-1 Commission Meeting
Special Meeting
Thursday, December 22nd, 2022 @ 1400 hours
Northampton County Board Chambers - Eastville

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

OTHERS PRESENT: Scott Chandler, *ESVA 9-1-1 Consultant*
Wayne Duff, *L3 Harris*
Jeff Flournoy, *ESVA 9-1-1 Director*
Cheryl Giggetts, *CTA Consultants*
Caroline Hodgson, *ESVA 9-1-1 Supervisor/Recording Secretary*
Krista Kilmon, *ESVA Deputy 9-1-1 Director*
Greg Lewis, *Accomack County DPS*
Erik Makovsky, *L3 Harris*

COMMISSIONERS ABSENT: Donald Hart, *Accomack County Board of Supervisors*
Bobby Taylor, *Lieutenant, Accomack County Sheriff's Office*

CALL TO ORDER: Chairman Kellam called the meeting to order at 14:02.

INVOCATION: Commissioner Bill McCready delivered the opening invocation.



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

CLOSED SESSION: Pursuant to Section 2.2-3711 (A) (29) of the Code of Virginia for the following purpose: Discussion of the award/intent to award of a public contract involving the expenditure of public funds, specifically a contract for a new regional radio system and discussion of the terms or scope of such contract, where discussion in open session would adversely affect the bargaining position or negotiating strategy of the public body.

A motion to enter closed session for the above purpose was made by Commissioner Vice-Chairman Ron Wolff with a second motion from Commissioner Bill McCready. Chairman Kellam called the closed session to order at 14:03. Non-Commissioner attendees (Wayne Duff- L3 Harris, Erik Makovsky- L3 Harris) exited the meeting during the closed session. Other non-Commissioners (Scott Chandler, Jeff Flournoy, Caroline Hodgson, Krista Kilmon, Greg Lewis, and Cheryl Giggetts) were permitted to stay in the closed session.

OPEN SESSION: *A motion to return to open session was made by Commissioner Mike Mason with a second motion from Commissioner Vice-Chairman Ron Wolff. Chairman Kellam polled each Commissioner that was present to certify the acknowledgement of the closed session. All present Commissioners stated "I" and Chairman Kellam declared the closed session over and returned the meeting to open session at 14:48.*

ACTION ITEMS: **A. Contract- RFP #911-21-001- Regional P25 700 MHz Public Safety Radio System –**

A motion to execute this action item was made by Commissioner Vice-Chairman Ron Wolff. Commissioner Mike Mason clarified that the motion is to authorize the Chairman to execute a contract document with L3 Harris for the P25 700 MHz Public Safety Radio System. Director Flournoy confirmed that was the request. Commissioner Bill McCready made a second motion. There were no oppositions and the motion was carried.

B. Issuance- RFP #911-22-001- Microwave/Connectivity Request for Proposals– Director Flournoy requested authorization to issue the RFP for the microwave/connectivity network for the new regional public safety radio system. Cheryl Giggetts from CTA Consultants provided an overview presentation on the microwave/connectivity that will be needed for the radio system as well as an anticipated procurement schedule. Should this item be approved, then the RFP release would occur tomorrow (December 23rd, 2022), mandatory pre-proposal conference and site visits on January 17th-18th, 2023, deadline for proposer questions on January 25th, 2023, deadline for proposal submission on



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February 24th, 2023, estimated contract execution in April 2023, and an anticipated project completion contract execution of +12 months. The RFP content included 5 sites from L3 Harris Design, described connections to 4 dispatch centers, included ESVA existing fiber network diagram. CTA is working with VSP to use STARS existing sites, shelters, and generators.

A motion to approve this action item was made by Commissioner Vice-Chairman Ron Wolff with a second from Commissioner AJ Ferebee. There were no oppositions and the motion was carried.

C. Contract/Agreement- Continuation of Consulting Services- CTA Consultants – Director Flournoy mentioned that the main idea is authorization for him execute a contract to continue working with CTA Consultants for Phase 3 (implementation). The funds for this are included in the \$9.5 million project costs. Director Flournoy then gave a brief overview of the relationship we have had with CTA Consultants thus far and the expected costs of continuing with them through this process and the other options that are available (provided in the meeting packet). Director Flournoy feels the State contract vehicle is the best vehicle to use to continue working with CTA Consultants.

A motion to approve this action item was made by Commissioner Vice-Chairman Ron Wolff with a second from Commissioner Bill McCready. Commissioner Mike Mason recommended that once Director Flournoy narrows down the vehicle, to disseminate that ahead of the next Commission meeting and ask the Commission if there are any concerns and if there was consensus among the Commission, then Director Flournoy could execute the contract immediately. There were no oppositions and the motion was carried.

NOMINATING COMMITTEE: Chairman Kellam stated that he had forgotten at the last meeting about the nominating committee that is usually done for electing officers for the new year. Traditionally, it has been brought from the floor and approved it. He asked the Commission if they wanted to keep the existing officers for the new year. *A motion to keep the current officers was made by Commissioner Bill McCready with a second from Commissioner AJ Ferebee. Chairman Kellam said that leaves himself as Chairman, Ron Wolff as Vice-Chairman, and Bill McCready is Secretary/Treasurer. There were no oppositions and the motion was carried.*

OTHER/FINAL BUSINESS: Chairman Kellam mentioned that he received an e-mail from Elaine Luria's office. He had sent a letter to thank her for her work she had done to help us get the grant for



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our radio system. The next Commission meeting is scheduled for January 26, 2023 at 17:30 hours at the Accomack County EOC in Melfa.

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 motion was carried. Chairman Donnie Kellam adjourned the meeting at 15:14.*

Respectfully Submitted,

Caroline Hodgson, *Recording Secretary*