ECC Management Board Meeting
August 2, 2019
Special Meeting
Emergency Communication Center
Conference Room

Members Present:  Ms. Gloria Graham, Chief Dan Eggleston, Chief Ron Lantz, Mr. Tom Berry, Chief RaShall Brackney, Chief Tommye Sutton, Mrs. Lori Allshouse and Chief Andrew Baxter

Others Present:  Gerald Smith, Jill Preddy, Anthony Bessette, Gabe Elias, Lily Gregg, Penny Banks and Jan Farruggio

Call to Order (0:14 – 1st recording)
Ms. Gloria Graham called the meeting to order at 9:03 a.m.

Consent Agenda (0:18 – 1st recording)
Chief Brackney made motion, seconded by Chief Baxter to approve the consent agenda. The motion passed unanimously.

Tyler/NWS Maintenance and Support payments (1:49 – 1st recording)
The Board directed Gerald Smith to get with the multi-jurisdictional team, look at the invoice line by line and determine what is not functioning, to what percentage each item is functioning to and determine what we are willing to pay them. They also directed Gerald to look at the support tickets to know how often we are on the phone for support because the contract for support and maintenance is failing us. The police and fire departments will provide the costs for positions they have for structural workarounds and those costs to manage the Tyler/New World system will be provided by the agencies so they know what our cost are for those. They also requested that a board member interested, or two, be on the call with Tyler/New World next time this is discussed.

Review of land lease between ECC Board and UVA (25:17 – 1st recording)
Ms. Graham advised that there was an amendment made to the land lease for the ECC and had to do with when the fire department space was moved but there is no documentation of it so they think final signatures were never obtained. We need to get with counsel and make a determination of whether we want to go back and memorialize that amendment to the land lease. The board directed counsel to look
and see if they can find a copy of the land lease. Ms. Graham said that she thinks their architect’s office has an unsigned copy of it they can provide to legal counsel.

**Review of sewer, electric, and telecom projects** ([20:04 – 1st recording](#))

Ms. Graham reviewed the sewer, electric, and telecom projects UVA has coming up around the property the ECC is leasing and the parking lot.

**Review of construction project to provide space for University Police** ([28:06 – 1st recording](#))

Ms. Graham advised the board that the UVA Police Department has outgrown its space and they are remodeling and doing asbestos and abatement. It has been determined the space in the basement (locker room space) is not adequate or worth remodeling due to the cost. They will be purchasing two modular units and they will be put in the cut down in the parking lot and as a result they need to enhance parking up top, so they will do a cut off the existing drive behind the trees. The modular units are on order and will house men’s and women’s locker rooms, roll call/training room and the supervisor’s office. They are in planning and research for a new public safety building, but these would be here for 3-5 years. Chief Eggleston asked if the University has had discussions with the County’s ARB; Ms. Graham will check.

**CLOSED Meeting** ([32:54 – 1st recording](#))

Chief Baxter made motion, seconded by Chief Eggleston, that the Charlottesville-UVA-Albemarle County Emergency Communications Center Management Board go into a closed meeting as authorized by the Virginia Freedom of Information Act, section 2.2-3711(A) of the Code of Virginia under subsection 8 to consult with legal counsel regarding ECC’s contract with Tyler/New World. The motion passed unanimously.

**Certify CLOSED Meeting** ([0:13 – 2nd recording](#))

At 10:25 a.m., Chief Baxter made motion that to the best of his knowledge, only public business matters lawfully exempted from open meeting requirements and under this chapter and only such public business matters as were identified in the closed meeting motion were heard, discussed or considered in the closed meeting. Mrs. Allshouse seconded the motion and it passed unanimously on a roll call vote.

**Appointment of committee to review and revise the original agreement and by-laws** ([0:55 – 2nd recording](#))

Ms. Graham advised that Chief Brackney, Chief Sutton and Chief Lantz will serve on the committee to review and revise the original agreement.
Ms. Graham advised that she, Chief Eggleston and Chief Baxter will serve on the committee to review the by-laws.

**Appointment of committee to review and revise calculation of the calls for service (00:55 – 2nd recording)**

Ms. Allshouse, Mrs. Beauregard and Mr. Berry will serve on the committee to review and revise calculation of the calls for service.

Ms. Graham said she will move all of this in a folder in VEOCI. She is hoping to have drafts in November. She will upload the drafts of each of the documents in WORD format for everyone. Mr. Bessette reminded the board that if we have three member subcommittees, that means that two members creates a meeting if discussing the business of the committee. He recommends changing the subcommittees to be at least four member subcommittees. Ms. Graham advised that they are planning to request members of the ECC to be part of these committees as well.

Mr. Bessette reminded the board that these committees are public bodies and will need to be noticed, advertised and minutes will need to be taken for each meeting under FOIA.

**Discussion of automatic CAD notification capabilities and how agencies can sign up for them (11:54 – 2nd recording)**

Ms. Graham said she wanted to make sure the board knew that they could be added to whichever CAD notifications they want to get. Gerald advised that CAD notifications are jurisdictional based. Chief Eggleston suggested that we establish some type of policy and audit so that we can make sure the users are current.

**Adjourn (18:59 – 2nd recording)**

Chief Brackney made motion, seconded by Chief Lantz to adjourn the meeting. The motion passed unanimously.