

# Emergency Communications Center Management Board

## ECC Facility Planning Committee

### Meeting Minutes – May 16, 2024 – 2:30pm

**Location:** ECC Conference Room, 2306 Ivy Rd., Charlottesville, VA 22903

**Members Present**

|                    |                 |                   |
|--------------------|-----------------|-------------------|
| Mr. Chris Cullinan | Mr. Chris Peper | Mr. Ryan Davidson |
| Mr. Lance Stewart  |                 |                   |

**Members Absent**

|                  |                 |  |
|------------------|-----------------|--|
| Mr. Steven Hicks | DC Chris Easton |  |
|------------------|-----------------|--|

**Others Present**

|                     |                  |                |
|---------------------|------------------|----------------|
| Mr. Sonny Saxton    | Mr. Josh Powell  | Ms. Lily Gregg |
| Ms. Celeste Baldino | Ms. Lisa Shorter |                |

**(1) Call to Order**

Mr. Peper was selected to serve as acting chair. Mr. Peper called the meeting to order at 2:38pm. Mr. Powell completed roll call and confirmed that a quorum was present.

**(2) Approval of Minutes**

Mr. Cullinan noted a correction to the draft minutes for the April 10<sup>th</sup>, 2024 meeting of the ECC Facility Planning Committee. **Mr. Peper made motion, seconded by Mr. Davidson, to approve the minutes as amended. The motion carried.**

**(3) Facility Planning Work Session**

Mr. Saxton provided an overview of the facility planning work and discussions from the last meeting. Ms. Shorter from Mission Critical Partners also provided an update. Discussion items included:

- A test fit layout was presented showing a potential renovation and expansion of the existing primary ECC facility at 2306 Ivy Rd. Stormwater management for potential future parking expansion was addressed. Ms. Shorter noted the consultants had considered stormwater mitigation in their designs.
- Questions were raised about the feasibility of conducting construction while the facility remains occupied. Backup facility limitations and capacity constraints were also discussed, with concerns about relying on the current backup center for an extended period due to space and system constraints, including backup electricity.
- Potential pros and cons of renovating the current facility were discussed. Benefits identified included reuse of the existing radio tower and other infrastructure, as well as the possibility for additional space adjacent to the current lot, following the relocation of the UVA Police Department, if approved by the University. Cons included that the property was leased.

- Mr. Stewart asked about the availability of project management for the build.
- Mr. Davidson asked about the technology cost estimates provided by Mission Critical Partners, seeking clarity on opportunities to reuse existing equipment. Ms. Shorter provided details on what types of infrastructure upgrades were included in the budget.
- Project timeline and costs were discussed with considerations for the Participants' project, budget, and funding cycles. Mr. Saxton advised that a phased approach and value engineering efforts could help reduce costs and tighten up the schedule. Members also discussed the charter and timeline for the committee work.
- Setting up site visits to other emergency operations centers was discussed as an opportunity to potentially help stakeholders better understand the project elements and the functional benefits of a consolidated Emergency Operations Center and Public Safety Answering Point.

#### **(4) Next Meeting**

Potential dates in June were proposed for the next meeting to continue discussions. Mr. Powell advised he would send out a meeting poll to the committee members.

#### **(5) Adjourn**

With no further business to come before the Committee, the meeting was adjourned at 3:51pm.