

# Emergency Communications Center Management Board

## Special Meeting Minutes – June 25, 2025 – 4:00pm

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

### Members Present

<u>Chair</u> Ms. Ashley Marshall	<u>Secretary</u> Chief Tim Longo	Chief Michael Thomas
Chief Michael Kochis	Chief Dan Eggleston	Mr. John DeSilva

### Members Absent

<u>Vice Chair</u> Mr. Trevor Henry	Dr. Bill Brady	Chief Sean Reeves
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### Members of the Public and Others Present

Ms. Lily Gregg	Ms. Heather Hilliard	
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#### (1) Call to Order

Ms. Marshall called the meeting to order at 3:58pm. Ms. Gregg completed roll call and confirmed a quorum of members was present.

#### (2) Closed Session

At 3:59pm, **Chief Thomas made motion, seconded by Chief Kochis, 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 1, to discuss and consider interviews of prospective candidates for employment, assignment, appointment, promotion, performance, and salary for the position of the Executive Director of the Emergency Communications Center.**

**The motion carried unanimously on a voice vote.**

#### (3) Certify Closed Session

At 4:24pm, **Chief Thomas made motion, seconded by Chief Kochis, that to the best of his knowledge, only public business matters lawfully exempted from open meeting requirements 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. The motion carried unanimously on a roll call vote – Thomas: Aye; Eggleston: Aye; Marshall: Aye; Kochis: Aye; DeSilva: Aye; Longo: Aye.**

#### (4) Board Resolution

Chief Kochis read the RESOLUTION APPOINTING HEATHER HILLIARD AS THE EXECUTIVE DIRECTOR OF THE EMERGENCY COMMUNICATIONS CENTER EFFECTIVE JULY 7, 2025:

**WHEREAS**, the Management Board of the Emergency Communications Center (the "Board"), conducted a national search and selection process for the Executive Director position; and

**WHEREAS**, the Board has identified Heather Hilliard as the candidate best qualified to serve in this capacity;

**NOW, THEREFORE, BE IT RESOLVED** that Heather Hilliard is hereby appointed the Executive Director of the Emergency Communications Center, pursuant to the Agreement establishing the Emergency Communications Center, January 20, 1984 and subsequent amendments ("Joint Powers Agreement"), Section II(f), as authorized by Virginia Code § 15.2-1300, and this appointment shall be effective on and after July 7, 2025; and

**BE IT FURTHER RESOLVED** that Heather Hilliard will serve as Executive Director at the pleasure of the Board, for an indefinite tenure, and pursuant to that certain Executive Director of Emergency Communications Center Employment Agreement dated June 25, 2025 (the "Agreement"); and

**BE IT FURTHER RESOLVED** that Heather Hilliard shall have the powers and duties set forth in the Code of Virginia (1950), as amended, the Joint Powers Agreement and By-laws of the Management Board, and any other powers and duties delegated or imposed by a standing or duly adopted policy, motion, resolution, or other action of the Board; and

**BE IT FURTHER RESOLVED** that the Board hereby approves the Agreement and authorizes its execution by the Chair.

**Mr. DeSilva made motion, seconded by Chief Longo, to adopt the resolution as read. The motion carried unanimously on a roll call vote – Thomas: Aye; Eggleston: Aye; Marshall: Aye; Kochis: Aye; DeSilva: Aye; Longo: Aye.**

**(5) Adjourn**

With no further business to come before the Board, the meeting was adjourned at 4:28pm.