

**WORK SESSION MINUTES**  
**CARROLL COUNTY BOARD OF SUPERVISORS**  
**GALAX CITY COUNCIL**  
**GRAYSON COUNTY BOARD OF SUPERVISORS**

July 28, 2021, 6:00 PM

Crossroads Institute, 1117 E Stuart Dr, Galax, VA 24333

On July 28, 2021, Twin County 9-1-1 Commission hosted a joint work session with Carroll County Board of Supervisors, Galax City Council and Grayson Board of Supervisors at Crossroads Institute. The purpose of the work session was to present the findings of a Regional Radio Study. The study, funded through a Virginia Department of Emergency Management Grant, was conducted for a multi-jurisdiction team of law enforcement and emergency management officials hereafter referred to as the Regional Radio Task Force or Task Force.

Dr. Tom Littrell called the Twin County 9-1-1 Regional Commission Meeting to order at 6:02 pm with the following in attendance: Dr. Tom Littrell, Chairman; Mike Hash; Paul Hoyle; Ronald Newman; Martin Warr; and Jolena Young, Clerk.

Dr. Tom Littrell, Chairman called the Carroll County Board of Supervisors meeting to order with the following in attendance: Dr. Tom Littrell; Robbie McCraw; Phillip McCraw; Tracy Moore; and Mike Watson, Clerk.

Mayor Willie Greene called the Galax City Council to order with the following in attendance: Willie Greene, Mayor; C. M. Mitchell; Michael Larrowe; Travis Haynes; and Martin Warr.

Chairman Kenneth Belton called the Grayson County Board of Supervisors meeting to order with the following in attendance: Kenneth Belton, Chairman; Mike Hash; Brenda Sutherland (by phone); William Shepley, County Administrator; and Mitchell Smith; Deputy County Administrator.

Other attendees included Brad Barber, Federal Engineering (by phone); Gary Bergeron, Carroll County Emergency Manager; DeWitt Cooper, Galax Police Chief;

James Cox, Galax Police Deputy Chief and Emergency Manager; Charles Edwards, Carroll County Detective; Trevor Jefferson, Galax Detective; Kevin Kemp, Carroll County Sheriff; Adam Nelson, Federal Engineering; Shannon Watkins, Galax Gazette.

Dr. Littrell led everyone in the Pledge of Allegiance. Willie Greene gave the invocation.

After everyone finished dinner, Detective Charles Edwards welcomed everyone and provided the background that led to the formation of the Task Force and the radio study. Primary drivers included shared concerns over aging radio equipment, improving grant scores through regional approaches, and the desire to retaining interoperable communications.

He then introduced Adam Nelson from Federal Engineering who presented needs identified during their current environment assessment. Two alternatives and estimated costs for addressing the needs. He ended with a comparison of the pros and cons of the two alternatives.

Chief Cooper finished the presentation by asking the Boards and Council to acknowledge the need to remain on interoperable technology and for approval to move forward with issuing procurement documents. The RFP will include a clause that the Commission/jurisdictions may discontinue the RFP process and not award a contract. Vendor proposals are needed to help determine project phasing and payment structure as well as the potential and cost for vendor leasing.

Dr. Littrell indicated Carroll County was ready to make a motion. Robbie McCraw made the motion for the Task Force to move forward with issuing procurement documents for fact finding with no financial obligation. Tracy Moore seconded, and the motion passed with a unanimous vote.

Kenneth Belton asked for a motion to move on with issuing procurement documents for fact finding with no financial obligation. Mike Hash made the motion, Brenda Sutherland seconded. The vote was unanimous.

Brenda Sutherland recommended the committee research grant opportunities with GO Virginia.

Willie Greene asked if Galax wanted to make a motion. Michael Larrowe made a motion to approve for the task force, under the guidance of Twin County 9-1-1 Regional Commission, to issue procurement documents early next year. Michael Warr seconded and the motion passed by unanimous vote.

Michael Larrowe recommended the task force pull in additional budgeting resources to assist with developing a financial analysis to better prepare jurisdictions for the impact.

Each Board, Council, Commission was queried to see if members wanted to raise any other business, and if there was a visitor to speak.

Hearing none, Dr. Littrell asked for a motion to adjourn the Twin County 9-1-1 Regional Commission. Ronald Newman made a motion to adjourn. Mike Hash seconded and the motion passed by unanimous vote.

Dr. Littrell asked for a motion to adjourn the Carroll County Board of Supervisors. Robbie McCraw made the motion which was seconded by Phillip McCraw. The motion passed by unanimous vote.

Mayor Greene asked for a motion to adjourn the Galax City Council. Martin Warr made the motion. Michael Larrowe seconded and the motion passed by unanimous vote.

Kenneth Belton asked for a motion to adjourn the Grayson County Board of Supervisors. Mike Hash made the motion, and Brenda Sutherland seconded. The motion passed by unanimous vote.

ADJOURNMENT at 7:22 pm.