Metro Emergency Operations Center
Board of Directors
December 10, 2024 – 12:00 pm

Present:	Andrew Byrd
	Sheriff Mike Rutherford
	Chuck Boggs
	Dave Armstrong
	Thomas Keefer
	Matt Lyons
	Tom Blasinghim
	Kanawha County Emergency Manager CW Sigman
	Justin Alford
	KCEAA Director Monica Mason
	Emer. Mgt. Director of Chas. Chad Jones
	Derek Johnson
	First Sgt Talia Davita
Staff:	Director John Rutherford
	Dep. Director Russell Emrick
	Dep. Director Rick McElhaney
	Lindsay White
	Jenn Adkins
	Josh Knox
	Haleigh Moses
	Lisa Moore
	Lt. Trevor Smith
	Tara Backus
	Nick Fannin
	Megan Hustead
Guests:	County Manager Jeremy Young

Call to Order

Director John Rutherford called the meeting to order at 12:08. Director Rutherford also took a moment to introduce the new Kanawha County Manager Jeremy Young and to thank the Board for all of their support during his time at Metro.

Pledge of Allegiance
Led by Derek Johnson

Moment of Silence
Moment of silence in honor of all first responders during this holiday season.

Roll Call

Roll call was noted.

Approval of Minutes

Motion made to approve the Board of Directors minutes from September 24th and October 28th, 2024 meetings.
Motion: David Armstrong
Second: Sheriff Mike Rutherford
The motion carried unanimously.

Finance Committee

Review of Actions in Previous Finance Committee/Executive Board Meeting – Lindsay White

- The FY24 Audit Report was presented. It was a clean report with no deficiencies noted. Lindsay thanked the Director and her fellow Finance staff for all of their hard work and support during the annual audit. FY25 year to date info was presented. No changes to open purchase orders or budget amendments. There was an executive session and discussion of the Executive Director position. It was approved to fund HSAs for employees enrolled in PPB Plan C for the amount of $66,400 to The Health Plan. A purchase request for new Dispatch computers was approved, and an update was provided on the Employee Association.
- Director Rutherford complimented the Finance staff and Finance Committee on doing an excellent job and thanked them for their work.

Metro Executive Director Retirement – Chuck Boggs

- Mr. Boggs explained that during the Executive Board/Finance Committee meeting just prior to this meeting that a motion was made to appoint Sheriff Mike Rutherford to be the new Executive Director of Metro 911 effective upon Director John Rutherford's retirement. Johnny noted that he was in no way involved in this decision. Sheriff Mike Rutherford asked to recuse himself and stepped outside during the motion.

Motion made to approve the recommendation from the Executive Board/Finance Committee regarding the appointment of Sheriff Mike Rutherford to serve as the next Executive Director of Metro 911.
Motion: David Armstrong
Second: Tom Blasinghim
The motion carried unanimously.

Election of Executive Board Member from Board of Directors – Director John Rutherford

- Each year there is a member of the Board of Directors elected to serve on the Executive Board/Finance Committee. Chief Virgil White from South Charleston Fire Department is currently filling this role.

Motion made to designate Chief Virgil White from South Charleston Fire Department as the Board of Directors member appointed to server on the Executive Board/Finance Committee for 2025.
Motion: David Armstrong
Second: Tom Blasinghim
The motion carried unanimously.

Director Rutherford's Report/Legislative Actions – Director Rutherford

- Rather than give the usual update, Director Rutherford wanted to take this time to highlight what a great place Metro 911 is to work. He thanked Russell and the Board and others for all of the work on the recent retirement transition. Dallas McKean, Christine Lawrence, and Mike Sergent will all be retiring under the new EMSRS at the first of the year. These are employees that would not yet have been able to retire under the old PERS system. Johnny also mentioned that Christine was recently recognized as the state-wide Telecommunicator of the Year by WV's APCO Chapter. Johnny discussed the various activities, services and

fundraisers held to benefit the employees throughout the year – the pickleball tournament, college basketball tournament brackets, chili cookoffs, baseball and football game outings, et cetera.

- Rick McElhaney took a moment to recognize Director Rutherford for excellent leadership during his time at Metro. Russell Emrick thanked Johnny for all the work on re-establishing the Employee Association and for making Metro employees proud to work here thanks to improvements made during his time here. Lindsay White thanked Johnny for making a positive influence on the attitudes and environment throughout Metro during his time and for his excellent leadership of and advocacy for Metro. Derek Johnson thanked Johnny for the opportunities he gave him and others that made working at Metro become a career as opposed to just a job.

Department Updates

Technology – Russell Emrick

- Upcoming Purchases – Josh Knox
  During the Executive Board/Finance Committee meeting, a quote was approved for replacement of the dispatch workstation PCs. That will be happening in the coming months as the new hardware is received.

- Project Updates – Josh Knox

  - Server Migration project is complete for the Production environment and some remaining work is in progress on the Test and Train environments.

  - SAN replacement project is in progress.

  - VMWare renewal is still being held up due to a vendor acquisition.

- NG911 Report – Russell stated that there are four projects going on throughout the state and this will provide valuable information for Metro. We should be able to move towards the RPF stage in first quarter of 2025. In the meantime, we will monitor the projects underway to gain insight for our upcoming work.

Operations – Rick McElhaney

- Employee Recognitions

  - Incident of the Quarter – Lt. Trevor Smith
    Trevor is a 9-year employee who previously worked as a school teacher. On October 22nd, a Charleston PD officer called Metro to inform them that CPD and the Sheriff's Office would be serving a warrant. This type of call is very routine. Despite that, it's always important to pay close attention. Mr. McElhaney then played a local media segment about the incident. This particular incident escalated from a routine serving of a warrant to an armed suspect fleeing from officers into a wooded area, and an exchange of gunfire that resulted in the death of the suspect. Lt. Smith handled the call well and remained calm and professional throughout. Lt. Smith is recognized as the Q4 Incident of the Quarter for his efforts.

- Ring Time Summary

  - Metro has remained well beyond the national standard of 90% for answering 911 calls within three rings for the periods of September through November.

Training – Derek Johnson

- A class of 11 new employees started training two weeks ago, including one with 911 experience and a few others from the volunteer fire service. We hope they all work out and have bright futures here at Metro.

Telecommunicator Representation Report – Lt. Trevor Smith

Lt. Smith thanked Director Rutherford for his leadership and mentorship during his tenure with Metro and stated he will be missed.

Old Business

New Business

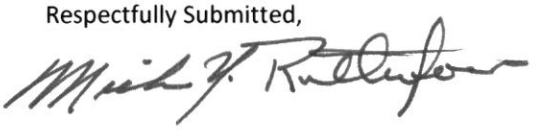
Public Comment

Announcement

Next meetings scheduled for March 25th, 2025

Adjournment

Motion made to adjourn.
Motion: Dave Armstrong
Second: Matt Lyons
The motion carried unanimously.

Meeting adjourned at 12:53PM.

Respectfully Submitted,