

September 1, 2022

**Memorandum #2022-127**

**TO: Hampton Roads Chief Administrative Officers**

**BY: Mary Bunting, Chair**

**RE: Hampton Roads Chief Administrative Officers Luncheon Meeting – September 7, 2022**

A meeting of the Hampton Roads Chief Administrative Officers is scheduled for Wednesday, September 7, 2022, beginning at 11:30 AM. The agenda and related material are attached. This month's meeting is being hosted by the City of Portsmouth at the Bloom Coworking Space training room, 739 High St, Portsmouth, VA 23704.

***Parking:*** Bloom is located on the corner of High Street and Effingham. Parking is on King Street behind the building (this lot is shared with the Montgomery Street Apartments). There is also street parking on Effingham Street next to the building. A Google maps screenshot is attached for reference.

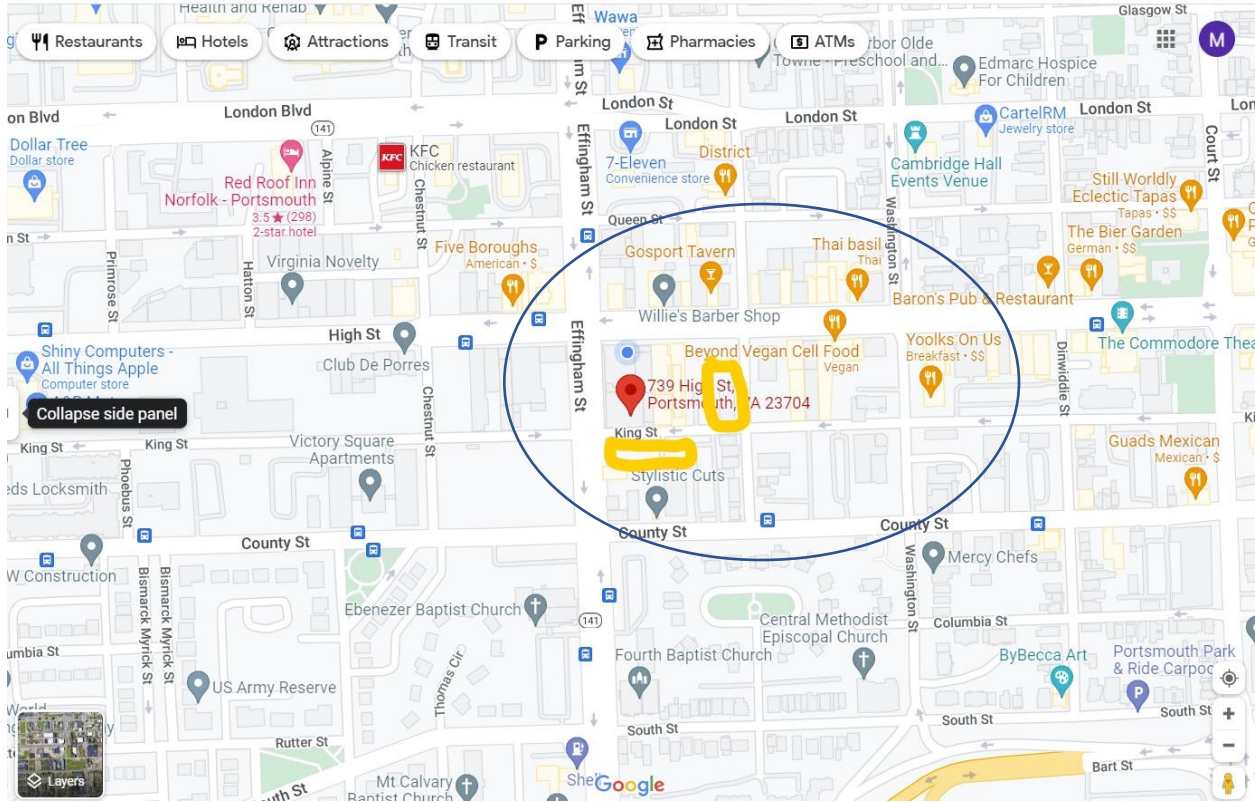
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Attachments

**Chief Administrative Officers:**

Mary Bunting, HA  
Tonya Chapman, PO  
Patrick Duhaney, VB  
Chip Filer, NO  
Amanda Jarratt, FR  
Randy Keaton, IW  
Al Moor, SU  
Neil Morgan, YK  
Chris Price, CH

Cynthia Rohlf, NN  
Melissa Rollins, SY  
William Saunders, WN  
Michael Stallings, SM  
Carol Steele, GL  
Scott Stevens, JC  
Brian Thrower, SH  
Andrew Trivette, WM  
Randy Wheeler, PQ



**Hampton Roads  
Chief Administrative Officers (CAO) Meeting**

**WEDNESDAY, SEPTEMBER 7, 2022  
11:30 AM**

***Bloom Co-Working Space  
739 High Street  
Portsmouth, VA 23704***

**I. Call to Order**

**II. Approval of Agenda**

**III. Approval of Minutes (Attachment 3)**

The Summary Minutes from the August 3, 2022 CAO Committee meeting are attached for the Committee's consideration and approval.

**IV. Public Comment**

Members of the public will be provided an opportunity to address the CAO Committee. Comments should be limited to three minutes per speaker.

**V. Hampton Roads Interoperability System – Discussion of Governance and Regional Maintenance Approach**

During the July and August CAO Committee meetings, extensive discussion occurred regarding the region's interoperability system, the current Overlay Regional InterOperability (ORION) system and the advantages and disadvantages of proceeding with a transition to the Hampton Roads – Integrated Regional Interoperable System (HR-IRIS).

Following these discussions, the CAO Committee asked the All Hazards Advisory Committee (AHAC) to utilize available grant monies to research and provide additional technical information that will assist the CAO Committee in arriving at a consensus decision on how to proceed. The additional information requested by the CAOs will be developed by the end of the calendar year.

During the Committee's discussion on this item, it became apparent that two foundational issues must be addressed regardless of the communications system that the region selects. These issues relate to governance of the selected system and how the system will be maintained. At the August CAO meeting, the CAOs agreed that these

two items should be separated from the technical discussion and placed on the September CAO Committee agenda for discussion.

The Executive Director will provide an overview presentation on the governance and maintenance issues, present options for addressing each topic area and request direction on how to proceed.

## **VI. Regional Legislative Agenda**

For the past six years, the HRPDC and HRTPO have adopted a regional legislative agenda to convey to the General Assembly and Federal Delegation issues of regional significance that should be addressed on behalf of Hampton Roads. This regional legislative agenda is typically approved by the Commission and HRTPO Board at their October/November meetings to allow these regional legislative priorities to be shared with Hampton Roads Caucus members before the start of the General Assembly session in January.

Last year, a Joint HRPDC and HRTPO Regional Legislative Committee was formed to develop recommendations for a regional legislative agenda to be considered by the Commission and HRTPO Board. The current membership of this Hampton Roads Regional Legislative Committee is as follows:

Andria McClellan, Norfolk	HRPDC Chair
Mayor Donnie Tuck, Hampton	HRTPO Chair
David H. Jenkins, Newport News	HRPDC Vice-Chair
William McCarty, Isle of Wight	HRTPO Vice-Chair
Mary Bunting, Hampton	CAO Committee Chair
Chris Price, Chesapeake	CAO Committee Vice-Chair

The Regional Legislative Committee met August 29th with several local legislative liaisons and discussed potential regional legislative items for consideration. These regional legislative priorities include position statements around the following topics:

- Full funding for the I-64 Gap
- Elizabeth River Crossings Toll Agreement
- Enhanced Passenger Rail Service from Hampton Roads to the I-95 corridor
- BoAT Trail Funding/Capital Trail Extension
- Public Safety
- Resiliency/Flooding – structure for State coordination
- Dedicated State/Federal funding source for flooding/resiliency
- State support for Jeff Lab
- Support for Offshore Wind
- Economic Development Site Readiness

The process for moving the Regional Legislative Agenda forward for endorsement and approval by the region is as follows:

September 6:	Discussion by the CAO Committee
September 22:	Mayor/CAO Roundtable on Violence Prevention
October 13:	Community Advisory Committee
October 20:	HRPDC/HRTPO Board Approval

The Executive Director will summarize the discussion that occurred at the Regional Legislative Committee meeting including recommendations related to the above-listed topic areas. The CAO Committee will be asked to provide input on these topics.

**VII. Items of Regional Interest**

**VIII. Other Business**

**IX. Adjournment**

**Hampton Roads Planning District Commission  
Chief Administrative Officers Meeting  
Summary Minutes of August 3, 2022**

The Chief Administrative Officers (CAO) Committee meeting was called to order at 11:41 a.m. by Ms. Mary Bunting, Hampton City Manager and Chair of the CAO Committee, at Poquoson City Hall Council Chambers located at 500 City Hall Avenue, Poquoson, VA 23662.

The following members of the CAO Committee were in attendance:

Alan Archer for Cynthia Rohlf	Newport News
Mary Bunting	Hampton
Amanda Jarratt	Franklin
Randy Keaton	Isle of Wight
Al Moor	Suffolk
Neil Morgan	York
Carol Steele	Gloucester
Tonya O'Connell for Randy Wheeler	Poquoson
Michael Stallings	Smithfield
Brian Thrower	Southampton
Tonya Chapman	Portsmouth
Chip Filer	Norfolk
Scott Stevens	James City
Melissa Rollins	Surry County
Christopher Price	Chesapeake
Andrew Trivette	Williamsburg

**Others in Attendance:**

Robert Crum, HRPDC/HRTPO	Jeff Johnson, Newport News
Pavithra Parthasarathi, HRTPO	Michael Barakey, Suffolk
John Harbin, HRPDC	Charles Kiriakou, Suffolk
John Sadler, HRPDC	William Kessinger, Suffolk
Drew Lumpkin, Senator Warner's Office	Vernie Francis III, Franklin
Diane Kaufman, Senator Kaine's Office	Brent Gayle, Franklin
Terry Hall, York County	Jason Monk, Hampton
Rae Fleming, York	David Wescott, Chesapeake
Steve Kopczynski, York	Robb Braidwood, Chesapeake
Mark Bellamy, York	Will Drewery, Isle of Wight
Danielle Progen, Virginia Beach	Ryan Ashe, James City
Ken Pravetz, Virginia Beach	Matthew Telep, Motorola Solutions
Camden Cobb, Southampton	Patty Holtschneider, Motorola Solutions
Peter Stephenson, VRSA	Cheryl Giggetts, CTA

## **Approval of Agenda**

Chair Bunting asked if there were any additions or revisions to the agenda. The agenda was approved as presented.

## **Approval of Minutes**

The Summary Minutes from the July 6, 2022 CAO Committee meeting were attached to the agenda for the Committee's consideration and approval. Mr. Al Moor from Suffolk made a motion to approve the Summary Minutes as presented. A second was provided by Ms. Amanda Jarratt from Franklin. The motion passed unanimously.

## **Public Comment Period**

Members of the public were provided an opportunity to address the CAO Committee. There were no in-person requests to comment.

## **Hampton Roads Interoperability System – Follow-Up Discussion**

Mr. Robert Crum, HRPDC/HRTPO Executive Director, provided a brief overview of the topic and discussions of the CAO Committee to date. At the July 6, 2022 CAO Committee meeting, a dialogue was held regarding regional interoperable communications systems. This discussion centered on the Overlay Regional InterOperability Network (ORION), which has served the region since 2005, and whether this system should be replaced with the Hampton Roads Integrated Regional Interoperable System (HR-IRIS). The CAO Committee and representatives of the All Hazards Advisory Committee (AHAC) held an extensive discussion about both of these options. Some localities endorsed the transition to the HR-IRIS system, while others indicated that the current ORION system meets their needs and they support the continued use of the ORION system.

At the conclusion of this discussion in July, the CAO Committee took action to direct the AHAC to utilize available grant monies to complete further studies to address questions raised by CAO members. Specifically, the CAO Committee directed the AHAC to:

- Evaluate and provide the CAO Committee information on the allocation of newly obtained frequencies.
- Provide a snapshot of the current ORION system.
- Provide an estimate to refresh the current ORION system, which the CAO Committee referred to as ORION 2.0.
- Determine if a hybrid solution of the two systems would meet the region's needs. For instance, if portions of our region utilize ORION, while other areas utilize HR-IRIS, will this hybrid approach allow regional communications and coordination?

As directed by the CAO Committee at the July 6, 2022 meeting, the Committee also asked staff to dedicate the August 3, 2022 CAO Committee meeting to continuing the discussion on this issue in an effort to collect additional information.

Dr. Terry Hall from York County introduced key stakeholders that have supported efforts so far and explained that the Regional Preparedness Advisory Committee for Interoperability (RPAC-I) has studied, analyzed, and made recommendations to the AHAC on interoperability issues over the past three years. Cheryl Giggetts from CTS then briefed the CAO Committee on the studies performed since 2019. The first study completed was an Interoperability Assessment that included individual meetings with various users of ORION, including local staff, to determine how the existing ORION system is utilized and areas of concern with the current system. The lack of structured governance of ORION was identified as a leading issue, along with coverage gaps and inadequate funding for maintenance and management. Additional follow-up interviews concluded that the concept of ORION is valid, but the operations are flawed and reliability is diminishing.

To address deficiencies with ORION, an Interoperability Strategic Plan was developed in 2021 that included distinct interoperability planning and technical analysis components. As part of the technical analysis, four alternatives were analyzed, including ORION upgrade, ORION replacement, HR-IRIS, and HR-IRIS enhanced. Each alternative was scored in terms of coverage, capacity, frequencies, maintainability, and sustainability. Preliminary implementation and maintenance costs of each alternative were also developed and assigned to localities based on a blended funding model. Additional cost-sharing opportunities with certain users, such as the Virginia Port Authority and other state agencies, have not been fully vetted and could reduce the cost burden borne by localities. The Strategic Plan also includes a new governance model that includes an independent board, steering committee, and various working groups to encourage partnership and joint efforts while fostering local autonomy.

Questions and discussions regarding system coverage, number of users, governance, system compatibility, transitioning, and availability of Urban Areas Security Initiative (UASI) Program funding ensued. The CAO Committee agreed that additional time is needed to determine how to establish a better governance system and fair and sustainable funding mechanisms to support interoperability. In the interim, the CAO Committee requested Mr. Crum to determine a per capita cost share to address a deficiency in the existing ORION system affecting the City of Franklin and Southampton County. Additional studies are underway as directed by the CAO Committee at the July 6, 2022 meeting, and the reports are expected in the next 60-90 days.

### **Election of CAO Committee Vice Chair**

Ms. Bunting thanked the nominating committee for their deliberations and requested a motion to elect Mr. Chris Price from Chesapeake as Vice Chair of the CAO Committee. Mr. Al Moor from Suffolk made a motion to elect Mr. Price as Vice Chair of the CAO Committee. A



second was provided by Mr. Michael Stallings from Smithfield. The motion passed unanimously.

### **Items of Interest**

Ms. Melissa Rollins from Surry County expressed regret for missing the last CAO Committee meeting and will provide legislative priorities for Surry County to HRPDC staff.

Ms. Bunting said there is strong interest in continuing the discussions on addressing violence prevention and she will begin planning the next work session of the Hampton Roads Mayors and CAOs for September. A planning call will be held in the coming weeks and anyone is welcome to participate.

Dr. Chip Filer from Norfolk requested localities provide information on their public safety equipment and technologies so shared procurement opportunities can be further explored. Mr. Crum will send an email requesting such information.

### **Adjournment**

There being no further business to come before the CAO Committee, the meeting was adjourned at 1:38 p.m.

Respectfully Submitted,  
Robert Crum  
Recording Secretary