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Description automatically generatedIncline Village/Crystal Bay Citizen Advisory Board**

**Minutes of the regular meeting of the Incline Village/Crystal Bay Citizen Advisory Board held on November 25, 2024, at 5:30 P.M. Incline Village Library (845 Alder Ave. Incline Village, NV 89451)**

1. **CALL TO ORDER/ DETERMINATION OF QUORUM**

PRESENT – Roxanna Dunn, Denise Davis, Mark Sasway, Kevin Lyons, Chris Wood

ABSENT – Diane Becker

1. **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was recited

1. **GENERAL PUBLIC COMMENT**

There was no public comment.

1. **ANNOUNCEMENTS FROM COMMISIONER HILL**

Washoe County Commissioner Alexis Hill provided a community update, announcing that applications for the Washoe Tahoe Leadership Academy will open after the first of the year. She highlighted a recent community meet-and-greet and expressed optimism about community projects for 2025. One key initiative includes creating a bike boulevard on Lakeshore Boulevard to move e-bikes off trails. Hill also acknowledged ongoing community efforts in Incline Village and Crystal Bay, expressing appreciation for community participation and collaboration.  
  
Roxanna Dunn asked Alexis Hill to clarify the difference between the Washoe County Leadership Academy and the CABS (Community Advisory Boards), as there appears to be some overlap or confusion regarding information distribution. Alexis Hill explained that the Leadership Academy was initiated because community members in Incline Village and Crystal Bay requested a localized version to address their specific needs. She emphasized that the Academy is not intended to compete with the CABs but rather act as a way to engage residents and serve as a pathway for community members to become involved with the CABs. Hill views it as an opportunity to educate new residents and foster greater community engagement in Tahoe-specific issues.  
  
Neil Jones asked Alexis Hill to elaborate on her comment about e-bikes and trails on Lakeshore Boulevard. Alexis Hill explained that she has been encouraging county staff to address the issue, as many residents have expressed concern about e-bikes using the trails. She proposed a pilot project similar to the one on Riverside Drive, which would involve moving e-bikes off the trails and onto Lakeshore Boulevard with reduced speeds, creating safer pathways for both pedestrians and cyclists.

1. **PUBLIC SAFETY UPDATES**

**Washoe County Sheriff's Department**

Lieutenant J Armando Avina provided a public safety update addressing winter driving safety, community events, and law enforcement efforts. Deputies are prepared for colder, snowy conditions in Incline Village, and residents are encouraged to switch to studded or snow tires and check their tire tread to ensure it meets safety standards. Poor tire tread can lead to longer stopping distances on slick roads. He also highlighted that many accidents involve lifted 4-wheel-drive vehicles due to misconceptions about their winter driving capabilities. Avina warned residents about porch pirates targeting holiday package deliveries. To combat theft, he suggested options like having packages delivered to neighbors, using home surveillance cameras, and installing lighting as deterrents. Law enforcement will also increase DUI prevention efforts in Incline Village, identified as a DUI hotspot, by focusing resources on major routes. Additionally, the sheriff’s office will participate in the Candy Cane Village event on December 7th. Avina noted that election ballot collection from Incline Village to the valley was completed without incident. Further information about DUI prevention and other updates will be provided in December.

Densie Davis mentioned that Candy Cane Lane on Dec 7th is from 2pm to 4pm at the UNR Lake Tahoe campus.

Truckee Meadow Fire Department

Lieutenant Ryan Sommers gave a report that they are getting ready for winter conditions. He mentioned they have studs on their ambulances and most rigs. They will be pile burning as opposed to broadcast burning because of the weather.

Roxanna Dunn inquired as to which piles (IVGID, USFS, State) they burn, and Sommers informed them that when they get a plan down, they burn them all.

1. **[10 MIN] EVACUATION DASHBOARD**

Kelly Echeverria’s presentation introduced DORA (Dashboard of Regional Agencies), a tool designed to improve situational awareness and emergency preparedness in Washoe County. Accessible at readywashoe.com, DORA provides real-time information on incidents, alerts, NV Energy outages, severe weather, traffic updates, air quality, and wildfire webcams. It integrates resources like Nevada 511, river forecasts, and GIS mapping to offer a comprehensive view of local conditions. The new Smart911 system was also highlighted, replacing the Code Red alert system. Smart911 allows residents to input personalized household information, including access or functional needs, to ensure timely and tailored emergency alerts. A year-long signup period is available to transition users to the new platform. Echeverria emphasized that DORA and Smart911 are key resources for enhancing community preparedness and response during emergencies.  
  
Roxanna Dunn raised concerns about emergency communication, particularly following the Davis Fire. She explained that although she was signed up for \*Code Red\*, she did not receive any alerts during the Davis Fire, while information from other sources like Watch Duty and Smart911 was helpful. She also shared receiving unexpected notification related to a nearby law enforcement incident and questioned the communication during these events. Kelly Echeverria clarified that during the Davis Fire, Code Red alerts were only sent to evacuated areas, which is why Dunn didn’t receive any alerts. The law enforcement notification was sent by request, and her receipt was due to being in the alert’s selected area. Regarding the Callahan Fire, Echeverria admitted to mistakenly sending an initial alert to everyone in Washoe County rather than just the evacuation zone. She acknowledged this error, took responsibility, and noted that a second, correctly targeted alert was sent afterward. Echeverria explained the new Smart911 system, emphasizing that residents can designate functional or access needs in their profiles. This ensures alerts are received even if they fall outside the immediate evacuation area and provides extra time for those with additional evacuation challenges

Roxanna Dunn asked Kelly Echeverria for clarification on Smart911, highlighting that after signing up, she was surprised by the amount of detailed information requested, including the option to input a house floor plan. She raised concerns about the security of such sensitive information and requested more details about Smart911*’s* capabilities and how it uses this data. Dunn was particularly curious about the use of medical information, access for 911 calls by others on her behalf, and the security measures in place to protect the data. Kelly Echeverria explained that Smart911 is an alerting system with various capabilities, but they are only using select features, such as access and functional needs. While the system can integrate detailed household information, including medical data and floor plans, the feature allowing 911 dispatchers to pull this information is not yet actively utilized due to ongoing regional system changes. Echeverria assured that the system's data is secure, as it is managed by Motorola and adheres to HIPAA protections. She clarified that, even though she oversees the system, she cannot access individual user information, emphasizing user privacy and security.

Mark Sasway asked if the system was implemented, and Kelly answered that it was implemented on 9/20/2024.

Denise Davis asked if alerts would still reach residents in the basin if cell systems became overwhelmed, particularly considering frequent internet and cell service issues in the area. Kelly Echeverria responded that alerts are sent through all available technological means, including cell, internet, landline, radio, and TV. However, she noted that if internet or cell service is out, a landline remains a reliable backup method. She emphasized that these are the only communication options currently available, and investing in landline could improve residents’ ability to receive alerts. Denise highlighted the challenges of communication breakdowns in the basin and pointed out that emergency preparedness includes being aware of these gaps. She also emphasized the importance of continuing communication system improvements and exploring additional infrastructure like more cell towers to ensure safety.

Roxanna Dunn asked if the alert system primarily relies on residents actively seeking information or if it automatically pushes alerts to residents. Kelly Echeverria explained that alerts are pushed only if a resident is in an evacuation area or has set up social media notifications for Washoe County updates. Roxanna also sought clarification on where to access critical information upon receiving an alert, and Kelly directed her to **ready.washoe.com**, which links to the regional agencies' dashboard and perimeter map for information.

Helen Neff confirmed her understanding that she needs to sign up for Smart 911 and disregard Code Red. She also inquired if all county information options are web-based with no dedicated app. Kelly confirmed that accessing information relies on internet access or by calling Washoe *311*. Helen further questioned how to access updates during evacuations without apps, and Kelly recommended *perimetermap.com* or calling *311* if web access is possible. Helen noted that ready.washoe.com leads to perimetermap.com and provides access to the regional agency dashboard (referred to as RAVE or DORA by Kelly). Helen expressed concerns about cell service during power loss, and Kelly assured her that cell towers have backup generators and batteries, which can maintain coverage as long as carrier coverage remains sufficient.

1. **[2 MINS] NEIGHBORHOOD DEVELOPMENT HUB**

Alexandra Wilson provided an update on a neighborhood development meeting scheduled for December 16 at 5:30 PM, focusing on the Sky Tavern Trails in District One at 10000 Mount Rose Highway. The meeting will address major grading projects affecting the area, potentially resulting in a special use permit (SUP). While the meeting details are still being finalized, it is expected to take place either online or in person. A Zoom link will likely be shared if the meeting is virtual. Washoe County will confirm the final details and provide updates accordingly.

1. **[5 MINS] APPROVAL OF MINUTES FOR THE MEETINGS OF June 24, 2024, July 22, 2024, AND August 26, 2024**

Chris Wood motioned to approve the minutes for June, July, and August. Mark Sasway seconded the motion to approve the minutes with amendments as proposed by Kevin Lyons.

Kevin Lyons also recommended a change to the transcript. He inquired what is being used for the production of the transcripts. Alexandra Wison informed him that they are using Zoom AI. He recommended testing out an alternative for the possibility of more accurate transcripts. Alexandra will run it by IT for consideration.

1. **[5 MINS] BOARD MEMBER ANNOUNCEMENTS/REQUESTS/DISCUSSION**

*\*\*The first two paragraphs are a discussion that took place during Agenda Item #7 but should have been addressed during Agenda Item #9.*

The discussion between the CAB and Alexandra Wilson centered on scheduling and concerns about the reimagination of Citizen Advisory Boards (CABs). A new date for the reimagination workshop has been rescheduled to accommodate high public interest and ensure compliance with open meeting laws. However, some members expressed concerns about the new date, particularly given weather conditions, as the meeting will be in person rather than virtual.

There was an emphasis on ensuring representation from Incline Village at the reimagination discussion. To address this, members discussed submitting comments and opinions about reimagination priorities even if attendance becomes weather dependent. The idea of adding an agenda item to the upcoming December 16th CAB meeting to formalize Incline Village's key concerns was proposed, with Chris Wood committing to attending the reimagination meeting. Alexandra clarified that topics for discussion would include attendance, communication, and meeting formats. Alexandra noted that finalizing feedback after the reimagination workshop would involve input from surveys and ongoing CAB responses, and while topics like attendance or meeting communication could be discussed, no definitive decisions would be made until further review. Chris Wood raised a related issue about accessing records and comments from the first October presentation on the reimagination proposal. Alexandra confirmed those records are available and would be located as needed but noted they are separate from the neighborhood development meeting discussions.

Roxanna Dunn announced that the December 16th meeting will feature Dave Solaro, who will discuss priorities for transportation improvements. She emphasized that Dave is interested in hearing community input, making this a valuable opportunity to share ideas. Members are encouraged to review the Washoe County Transportation Report, particularly pages 54 to 57, which outline potential projects, though the discussion isn't limited to those listed. She also urged members to invite anyone with relevant ideas or input to attend the meeting, noting that the meeting is "off-cycle" due to scheduling challenges this fall.

Denise Davis announced that the Incline Village - Crystal Bay Community Forum will not meet this Friday due to it being the day after Thanksgiving and because it's not the first or third Friday of the month. The next meeting will take place on the first Friday of the month at 9 a.m. at the Community/Courts Building next to the library. This location change is temporary because the library meeting room is booked for another event. Chris Wood inquired about the relocation, noting the community forum usually sets its schedule a year in advance, but the change was made upon request.

1. **GENERAL PUBLIC COMMENT**

There was no public comment.

1. **ADJOURNMENT-** The meeting adjourned at 6:39 p.m.