

# WASHOE COUNTY REGIONAL 800 MHz COMMUNICATION SYSTEM

## *Joint Operating Committee*

### Minutes

Tracy Moore, Chair  
Tim Leighton, Vice-chair  
Robert Chisel, Secretary

Friday ~ July 15, 2016 ~ 10:00 a.m.  
Washoe County Administration Complex  
Building A – Second Floor Caucus Room  
1001 East Ninth Street, Reno, Nevada

#### 1. **CALL TO ORDER/ROLL CALL** [Non-action item]

Chair Moore called the meeting to order at 10:02 a.m. A quorum was established.

**PRESENT:** Charles Atkinson – Truckee Meadows Water Authority; Ed Atwell – University of Nevada, Reno; Craig Betts – Washoe County; David Curtis – Nevada Air National Guard; Jamie Edrosa – Reno Tahoe Airport Authority; Tom Garrison – City of Sparks; Denise Inda – Nevada Department of Transportation; Reid Kaiser - Nevada Department of Transportation; Charles Moore – Truckee Meadows Fire Protection District; Tracy Moore – Washoe County School District; Jason Reynolds - University of Nevada, Reno. Robert Chisel – City of Reno, joined the meeting at 10:06 a.m.

**ABSENT:** Brian Allen – City of Reno; Lance Avansino – Reno Sparks Indian Colony; Valerie Barr – Reno Sparks Indian Colony; Bryan Boren – Veterans Administration; Andrew Clinger – City of Reno; Adam Garcia – University of Nevada, Reno; Jon Kelley – Washoe County School District; Patrick Kendrick – Drug Enforcement Administration; Chris Ketring – Truckee Meadows Fire Protection District; Tim Leighton – Truckee Meadow Fire Protection District; Arlen Melendez – Reno Sparks Indian Colony; Pat Nielson – Truckee Meadows Water Authority; David Paulon – Pyramid Lake Paiute Tribe; Don Pelt – Pyramid Lake Paiute Tribe; Jackie Quintone – Reno Sparks Indian Colony; Mark Regan – North Lake Tahoe Fire Protection District; Michael Scott – Reno Tahoe Airport Authority; Mike Shaffer – Washoe County School District; Ryan Sommers – North Lake Tahoe Fire Protection District; and Jason Trevino – Washoe County School District.

David Watts-Vial – Deputy District Attorney, was also present.

#### 2. **PUBLIC COMMENTS** [Non-action item]

Craig Betts – Washoe County Technology Services, introduced Quinn Korbolic who replaced Gary Beekman.

#### 3. **APPROVAL OF THE APRIL 15, 2016, MINUTES** [For possible action]

Hearing no public comment Chair Moore asked for Board discussion or a motion.

***It was moved by Ed Atwell, seconded by Charlie Moore, to approve the April 15, 2016, minutes, as submitted. MOTION CARRIED.***

#### 4. **APPOINTMENT OF REPRESENTATIVE TO SERVE ON THE NPSCC (Nevada Public Safety Communications Committee)** [For possible action] – *A review, discussion and possible action to appoint or make recommendation to appropriate agency to appoint a*

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*representative from Washoe County to serve on the NPSCC (Nevada Public Safety Communications Committee).*

Robert Chisel Reno joined the meeting at 10:06 a.m.

Chair Moore summarized the letter from Mike Brown asking that the 800 MHz JOC (Joint Operating Committee) find an active member of the body to serve as the liaison to the NPSCC for appointment by Governor Brian Sandoval.

Responding to Ed Atwell's inquiry about whether there had been a request of the Washoe County District Attorney's Office to determine whether or not Mike Brown could continue to serve as the Washoe County representative even though he had retired from the North Lake Tahoe Fire Protection District, David Watts-Vial – Deputy District Attorney, stated that it was his understanding that Mr. Brown no longer wished to serve in that capacity.

Mike Brown explained that after discussion with the NPSCC chair it is his understanding that the NPSCC would prefer to have an active member of the 800 MHz JOC to serve as the Washoe County representative on the NPSCC. Mr. Brown stated that he preferred not to continue in that position and asked that he be removed from the NPSCC.

Chair Moore noted the need to fill the position and stated that he had no interest in serving.

Mr. Brown commented that the NPSCC typically meets on a quarterly basis and that he had discussed the positions with Chief Ryan Sommers – North Lake Tahoe Fire Protection District, and had indicated an interest in serving.

***It was moved by Charlies Moore, seconded by Jamie Edrosa, to recommend that Governor Brian Sandoval appoint North Lake Fire Protection District Chief Ryan Sommers to the NPSCC as the Washoe County representative.***

Chair Moore expressed his concern that Mr. Sommers was not present to accept the nomination and that he would contact Mr. Sommers directly to ascertain his willingness to serve.

### **MOTION CARRIED.**

David Watts-Vial – Deputy District Attorney, clarified that the nomination is being made pending Mr. Sommers acceptance and would be brought back to the 800 MHz JOC should he decline the nomination.

### **5. NEVADA PUBLIC SAFETY COMMUNICATIONS COMMITTEE (NPSCC)** [For possible action] – *An informational update and possible direction to staff on recent activities of the NPSCC.*

Mike Brown provided an overview of the June 6, 2016, meeting noting that one of the major issues being considered is how the Statewide 911 Coordinator position would be funded. Mr. Brown believes that the State will be looking to the Enhanced 911 Surcharge funds collected by the

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Counties to fund the position or perhaps some other mechanism that the legislature may approve in 2017. Additionally, the State of Nevada needs to determine whether to opt in or opt out of First Net before the fed move forward. In the event that Nevada opts out of the First Net system the State will be responsible for all engineering, construction and equipment costs whereas if the State has opted in federal funding will be available to cover those costs.

- 6. AMENDMENT TO LICENSE AGREEMENT WITH AMERICAN TOWER CORPORATION AND WASHOE COUNTY DATED JANUARY 3, 2001** – [For possible action] *A review, discussion and possible action to amend or approve the “First Amendment to License Agreement”, to the License Agreement dated January 3, 2001, between American Tower Corporation and Washoe County for East Red Peak T3 tower site with an increase of \$400.00 per month and additional charges of \$1,500 related to the collocation project with a yearly cost that may exceed \$44,000.00.*

Quin Korbolic – Washoe County Technology Services, provided an overview of the request noting that Washoe County has had the agreement with American Tower Corporation since January 3, 2001. The lease renews every five (5) years with a 5-percent annual increase. American Tower Corporation is seeking an amendment to the agreement that would increase the monthly fee plus a one-time \$1,500.00 fee and an extra \$400.00 annually. Staff is seeking direction from the JOC (Joint Operating Committee) on whether to renew the amended agreement or seek alternatives to this specific site.

Shawn Tayler – Regional Radio Coordinator, explained that the additional equipment being installed will accommodate the 700 MHz data and incoming P-25 upgrades. The current site carries radio signals to Red Peak with changes in equipment related to equipment replacements and some augmentations. It is unclear exactly how the additional or replacement equipment impacts American Tower Corporation. Mr. Tayler pointed out that American Tower Corporation only owns the tower not the building that is owned by Washoe County on a leased parcel. Mr. Tayler noted that the owner of the 40-acre site has indicated a willingness to work with Washoe County to secure another section of the parcel for the exclusive use of Washoe County that would allow Washoe County to own the building and tower paying the normal leasing fees.

***It was moved by Robert Chisel, seconded by David Curtis, to direction staff to approve the lease agreement and explore options for future relocation.***

During the discussion it was noted that the current lease agreement is good until 2020 at which time it would automatically renew through 2025. Of particular concern is the continued cost increases incurred when new or replacement equipment is placed on the tower. It is thought that a review of potential relocation sites could be completed within the next six (6) months or less.

**MOTION CARRIED.**

Chair Moore reopened Item 4.

- 4. APPOINTMENT OF REPRESENTATIVE TO SERVE ON THE NPSCC (Nevada Public Safety Communications Committee)** [For possible action] – *A review, discussion and*

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*possible action to appoint or make recommendation to appropriate agency to appoint a representative from Washoe County to serve on the NPSCC (Nevada Public Safety Communications Committee).*

Chair Moore stated that Chief Ryan Sommers – North Lake Fire Protection District, had accepted the nomination to serve as the Washoe County liaison to the NPSCC.

- 7. CONSOLIDATION OF TMFPD/SFPD AND UNR/TMCC POLICE** [For possible action] – *A review, discussion and possible action on the advice of legal counsel concerning the need for the JOC to take action following the consolidation of TMFPD with SFPD and UNR Police with TMCC Police.*

David Watts-Vial – Deputy District Attorney, explained that the recent consolidation of UNR and TMCC Police as well as TMFPD (Truckee Meadows Fire Protection District) and SFPD (Sierra Fire Protection District) had generated questions on how the consolidation would affect quorum and requirements of the Inter-Local Agreement. Mr. Watts-Vial noted that each agency had acknowledge the mergers in writing as required in the Inter-Local Agreement assuming responsibilities, costs and operations. Mr. Watts-Vial recommended that the 800 MHz JOC (Joint Operating Committee) accept the two mergers to further clarify that SFPD and TMCC are no longer participating agencies.

***It was moved by Robert Chisel, seconded by Charlie Moore, to approve the TMFPD (Truckee Meadows Fire Protection District)/SFPD (Sierra Fire Protection District) and UNR (University of Nevada, Reno)/TMCC (Truckee Meadows Community College) mergers with TMFPD and UNR assuming all rights, responsibilities and costs for their respective mergers as it pertains to WCRCS (Washoe County Regional Communications System).***

Responding to Ed Atwell's concern about the potential of having exceeded the 10-percent maximum increases, Chair Moore stated that the two consolidations resulted in UNR and TMFPD assuming all costs, obligations, equipment that SFPD and TMCC had originally.

Mr. Watts-Vial concurred with Chair Moore's assessment.

### **MOTION CARRIED.**

- 8. LID (Logical Identification Number) STATUS UPDATE** [For possible action] – **LID (Logical Identification Number) STATUS UPDATE** [For possible action] – *An ongoing review, discussion and possible recommendation to recommend that the 800 MHz Joint Operation Committee (JOC) approve, deny or otherwise modify recommendations to resolve LID issues with WCRCS (Washoe County Regional Communications System) Users.*

Shawn Tayler – Regional Communications Coordinator, commented that only eleven (11) LID's remain and that the release of LID's by the City of Reno provided the additional LID's needed and is the only reason the number of available LID's is not zero. Mr. Tayler asked that participating

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agencies review their number of radios and convert non-public safety radios to the P-25 system that is now operational or the BEON application.

Robert Chisel commented that the City of Reno continues to seek other ways to move non-public safety users off the 800 MHz system thus allowing more LID's for public safety.

Chair Moore noted that while WCSD (Washoe County School District) would like to move to the P-25 system most of the existing radios are outdated and not compatible with the newer system.

***It was moved by Robert Chisel, seconded by Jaime Edrosa, to accept the report, as presented. MOTION CARRIED.***

- 9. ONLINE RADIO SYSTEM TRAINING** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a recommendation to the Joint Operating Committee (JOC) to purchase a site license of available online factory training for end user (mobile and portable) radio equipment and dispatch console operation for up to 100 students at a cost not to exceed \$10,126.00.*

Shawn Tayler – Regional Communications Coordinator, outlined the 800 MHz Users Committee recommendation to retroactively approve the expenditure \$10,126.00 of an Online Radio System Training package that provide up to 500 seats over the next 18-months. Mr. Tayler addressed questions about the types of training available and noted that the training is not designed as a classroom type session as it is linked to the users email and password setting.

***It was moved by Robert Chisel, seconded by Charlie Moore, to retroactively approve the expenditure of \$10,126.00 for Online Radio System Training Program as recommended by the 800 MHz Users Committee. MOTION CARRIED.***

- 10. ADDING BEON/P25 RADIOS** [For possible action] – *An ongoing review, discussion and possible action to approve, deny or otherwise modify the 800 MHz Users Committee recommendation add new BEON/P25 units to the system.*

Shawn Tayler – Regional Communications Coordinator, outlined his recollection of previous discussions to base the cost of BeOn usage on current EDACS rates or perhaps a tiered system based on activity.

Ed Atwell recalled that his motion to reduce the cost of a BeOn user to 50-percent of what the regular rate had failed.

Mr. Tayler explained that, he believes, the system has a maximum of 5,000 users and that the BeOn licenses are about \$1,200.00 for 5 licenses

Jayne Leighton – Harris Corporation, stated that the cost is \$1,500.00 for 5 licenses less the 26-percent discount given to Washoe County.

Mr. Tayler explained that the licenses are available for both iOS and android systems.



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During the brief discussion it was questions whether a 50-percent discount for BeOn Users would be sufficient to support the necessary infrastructure. As the discussion continued it was suggested that the 50-percent discount would be a good starting point with the fees being evaluated for any needed adjustments.

***It was moved by Robert Chisel, seconded by Charlie Moore, to approve a rate that is 50-percent less than what is currently charged for radio uses with a fee structure review during the next budget cycle. MOTION CARRIED.***

- 11. 800-MHz REGIONAL COMMUNICATIONS SYSTEM PROJECTS UPDATE** [Non-action item] – *An informational update on the status of the DC Conversion project for the communications system.*

Shawn Tayler – Regional Communications Coordinator, noted that there are two sites remaining for the DC conversions and that a small modification is being made to convert voltage to the new standard 48-volt required for the P-25 system.

- 12. NEVADA SHARED RADIO SYSTEM PROJECT UPDATE** [For possible action] – *A review, discussion and possible direction to staff on the status of the project that Washoe County is working in partnership with NDOT (Nevada Department of Transportation) and NV Energy to evaluate technology and vendor options to meet the P25 communications standard.*

Shawn Tayler – Regional Communications Coordinator, commented that the process continues to move forward and that the RFP (Request for Proposal) should be released by December (2016). The design is currently being reviewed to identify whether additional sites will be needed as well as some equipment modifications that may be necessary. The governance is being modeled after what is used for WCRCS (Washoe County Regional Communications System) with a Technical Advisory Committee, Users Committee and a Joint governing body. There is also some discussion about an overall system administration that will provide coordination among the partner agencies (NDOT, Washoe County and Nv Energy).

Denise Inda – NDOT, explained that the timeline had been extended to develop the governance agreement before the RFP is distributed. Ms. Inda noted that the governance agreement will place the RFP on a stronger footing that meets the needs of all agencies.

Mr. Tayler concurred with Ms. Inda's summation.

David Watts-Vial – Deputy District Attorney, noted that he was the legal counsel for Washoe County in the process and that the formal agreement will be reviewed once it is formalized.

During a brief discussion it was noted that a conceptual plan was in place and that the most recent documentation will be distributed. Other discussion noted that an MOU (Memorandum of Understanding) had been distributed previously concerning the need for partner agencies to use the same vendor. It was suggested that it may be necessary for member agencies to seek approval of their governing bodies due to the magnitude of the project.

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No specific action was taken.

- 13. ANTENNA SYSTEM REPLACEMENTS UPDATE** [For Possible Action] – *An informational update on the status of the WCRCS Site Antenna Infrastructure and a review, discussion and possible action on a plan to replace damaged and aging units.*

Shawn Tayler – Regional Communications Coordinator, noted that access to all mountain top sites was now open and that new antennas are being installed along with other equipment and will encompass the incoming 700 MHz and future system requirements.

No specific action was taken.

- 14. SYSTEM STATUS UPDATE** (Non-action item) – *An informational update on the operational status of the 800 MHz Communication System.*

Shawn Tayler – Regional Communications Coordinator, drew attention to the System Status report (copy on file) noting a slight uptick in activity in calls for police and fire in the region. An inspection of Slide Mountain and Virginia Peak indicates some minor ice damage a, bent fencing and chipped paint.

- 15. 800 MHz JOINT OPERATING COMMITTEE MEMBERS AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – *The next meeting of the 800 MHz JOC (Joint Operating Committee) is scheduled for Friday, October 21, 2016. No discussion among Committee Members will take place on this agenda item.*

The October agenda may include, but is not limited to: 1) set the 2017 JOC quarterly meeting calendar; and 2) update on infrastructure capability and potential costs for use of GPS features in Harris XG radios.

- 16. PUBLIC COMMENTS** [Non-action item]

There were no public comments.

- 17. ADJOURNMENT** [Non-action item]

Chair Moore adjourned the meeting at 11:10 a.m.

**AS APPROVED BY THE 800 MHz JOINT OPERATING COMMITTEE IN SESSION ON OCTOBER 21, 2016.**