

# WASHOE COUNTY REGIONAL 800 MHz COMMUNICATION SYSTEM

## *Joint Operating Committee*

### **DRAFT of Minutes**

Tracy Moore, Chair  
Charles Moore, Vice-chair  
Christine Vuletich, Secretary

**Friday ~ July 28, 2017 ~ 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]**

Vice-chair Moore called the meeting to order at 10:00 a.m. A quorum was established.

**PRESENT:** Ed Atwell – University of Nevada Reno; Craig Betts – Washoe County; Dave Cochran – City of Reno; Dave Hunkup - Reno Sparks Indian Colony; Denise Inda – Nevada Department of Transportation; Chris Maples – City of Sparks; Charles Moore – Truckee Meadows Fire Protection District; Pat Nielson – Truckee Meadows Water Authority; Jason Reynolds – University of Nevada, Reno; Ryan Sommers – North Lake Tahoe Fire Protection District; and Christine Vuletich – Washoe County. Jamie Edrose – Reno Tahoe Airport Authority, joined the meeting at 10:05 a.m.

**ABSENT:** Brian Allen – City of Sparks; Charles Atkinson – Truckee Meadows Fire Protection District; Lance Avansino – Reno Sparks Indian Colony; Valerie Barr – Reno Sparks Indian Colony; Bryan Boren – Veterans Administration; Mark Cameron – Reno Tahoe Airport Authority; David Curtis – Nevada Air National Guard; Adam Garcia – University of Nevada, Reno; Sam Hicks – Truckee Meadows Fire Protection District; Reid Kaiser – Nevada Department of Transportation; Jon Kelley – Washoe County School District; Chris Ketring – Truckee Meadows Fire Protection District; Arlen Melendez – Reno Sparks Indian Colony; Tracy Moore – Washoe County School District; Sabra Newby – City of Reno; David Paulon – Pyramid Lake Paiute Tribe; Don pelt – Pyramid Lake Paiute Tribe; and Mark Regan – North Lake Tahoe Fire Protection District.

**VACANT:** Drug Enforcement Administration and Federal Bureau Investigation.

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

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

There were no public comments.

#### **3. APPROVAL OF THE FEBRUARY 24 AND APRIL 28, 2017, MINUTES [For possible action]**

Hearing no public or board comment Vice-chair Moore asked for a motion.

***It was moved by Pat Nielsen, seconded by Christine Vuletich, to approve the February 24 and April 28, 2017, minutes, as submitted. The motion carried unanimously.***

#### **4. ELECTION OF SECRETARY [For possible action]**

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Vice-chair Moore asked for nominations.

Christine Vuletich offered to serve as Secretary.

There were no public comments.

***It was moved by Dave Cochran, seconded by Ed Atwell to nominate Christine Vuletich, to serve as Secretary. The motion carried unanimously.***

Jamie Edrosa – RTAA, joined the meeting 10:05 a.m.

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

Ryan Sommers noted that the group had reviewed recommendations of the NPSCC Subgrant Committee with an additional meeting scheduled later today (July 28, 2017) at 1:30 p.m.

Responding to Ed Atwell's inquiry about whether NPSCC had any input on the NSRS project, Mr. Sommers stated that the NPSCC had not agendized the matter or provided any direction.

Denis Inda – NDOT, commented that NPSCC had been receiving updates to assure that the group is aware of the progress on the project, but does not have any governing role in the project other than an interest in the overlapping of various systems.

Mr. Sommer reiterated that NPSCC had not agendized or taken any action on the future NSRS system.

***It was moved by Christine Vuletich, seconded by Denise Inda, to accept the NPSCC report as presented.***

There were no public comments.

**The motion carried unanimously.**

- 6. SYSLOG SERVER** [For possible action] – *A review, discussion and possible action that the 800 MHz Joint Operating Committee approve, deny or otherwise modify a request from The WCRCS (Washoe County Regional Communications System) Administrator to purchase an Error Logging System to facilitate diagnosis of network and system errors on the VIDA network at a cost not to exceed \$55,327.50 and determine whether the funding will come from the Operations and Maintenance or the Infrastructure fund.*

Shawn Tayler - Regional Communication Coordinator, outlined the recent issues experienced at the dispatch centers causing a disruption in the center's ability to operate the radio consoles. Technical and maintenance staff was unable to trouble shoot the issues in a timely manner. The proposed Error Logging System will provide a seamless process that allows technical and

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maintenance personnel to easily identify the issues and take necessary steps to resolve the issue. Mr. Taylor explained that the newer equipment is IP based noting that the older EDACS system does not always provide a means to identify the various system errors to determine whether they are operational or infrastructure based. Mr. Taylor then noted that either the operations and maintenance or infrastructure funds has sufficient balances to cover this expenditure. Additionally, the cost quoted includes the server and software, which is included in the quote.

During a brief discussion it was suggested that perhaps the cost should be taken from the operations and maintenance fund thus allowing the region to continue to increase available funds for the incoming P25 system.

***It was moved by Ed Atwell, seconded by Dave Hunkup, to approve the purchase an Error Logging System to facilitate diagnosis of network and system errors on the VIDA network at a cost not to exceed \$55,327.50 using the Operations and Maintenance fund.***

There were no public comments.

***The motion carried unanimously.***

7. **SLIDE TOWER (Severe Winter Damage) STATUS UPDATE** [For possible action] – *An ongoing review, discussion and possible recommendation that the 800 MHz Joint Operation Committee (JOC) approve, deny or otherwise modify a recommendation to resolve tower damage caused by the severe weather experienced at the WCRCS (Washoe County Regional Communications System) Slide Mountain Site.*

Shawn Tayler - Regional Communications Coordinator, provided an overview of the damage caused during the winter month including a cracked leg as well as other ice and wind damage to microwave and antennas. However the other two legs appear to be undamaged. Mr. Tayler noted that one antenna had snapped off the tower and drew attention to the photos included in the staff report. Mr. Tayler explained that an insurance claim had been filed and that the staff report includes a price quote for damage repair and replacement parts. Mr. Tayler pointed out that ultrasonic mapping of the tower is underway to deter the extent of the frozen water damage and possible corrosion. In the event that insurance does not cover the full costs, a report and request for funding authorization will be brought back to the JOC. Winds during the winter storm were in excess of 120 MPH and that two larger structures had not experienced similar damage. The downtime needed for system repairs will depend largely on the results of the ultrasonic inspection.

No specific action was taken.

8. **NEVADA DEPARTMENT OF TRANSPORTATION CORRESPONDENCE** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a request to waive Section 19.3 of the WCRCS (Washoe County Regional Communications System) Interlocal Agreement. Alternatively the 800 MHz JOC may remand the matter to the 800 MHz users Committee for review and comment.*

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Quinn Korbolic – Washoe County Technology Services, recalled previous discussion of the correspondence and the request for additional information on potential fiscal impacts to WCRCS members with the withdrawal of NDOT. Mr. Korbolic emphasized that the NDOT's withdrawal from WCRCS will not occur until the EDACS system is decommissioned. It is anticipated that the build-out of the tri-partner NSRS system could take a minimum of 5 to 7 years and perhaps longer. The partner agencies are awaiting responses to the NSRS RFP; proposals will ultimately provide a better understanding of the timeline and costs. Mr. Korbolic also noted that WCRCS does not pay into the existing statewide system and that a comparison of usage between WCRCS and NDOT on the other agency's system indicates a far greater use of the NDOT system by WCRCS than NDOT use of the WCRCS system by active radio count. Mr. Korbolic pointed out that NDOT does pay to use the WCRCS whereas WCRCS agencies use the NDOT system without charge.

Shawn Tayler replied to an inquiry by Chris Maples about the decision to not charge WCRCS for use of the MDOT system had been determined sometime in 2003 2004 timeline as the NSRS was configured around road and electrical repair crews and law enforcement. It was also determined that NDOT should be a participating agency of WCRCS and follow the back-bone buy-in and payment of annual operations fees paid by participating members.

Responding to Ed Atwell's concerns about the annual fiscal impact to the remaining WCRCS users when NDOT withdraws, Mr. Korbolic explained that the intent is to follow the new agreement. Drawing attention to the letter seeking a waiver of the withdrawal clause in the current agreement, Mr. Korbolic emphasized that NDOT will continue to pay into the WCRCS system until such time as the EDACS system is deactivated and everyone transitioned to the shared P-25 NSRS.

Denise Inda – NDOT, explained that the NDOT attorney had reviewed the new agreement which becomes effective once the new system is completed and operational and the EDACS system ceases operation. It is anticipated that the P-25 system will be operational at some point in the next 5-years at which time the EDACS system ceases operation.

David Watts-Vial – Deputy District Attorney, recommended that the exact terms of the request be brought forward for review by the Washoe County District Attorney's Office so that an amendment to the existing Interlocal Agreement can be formulated.

Ms. Inda noted that NDOT will provide that information and explained that this current correspondence was intended to describe the NDOT's intentions and assure that the JOC was supportive of the position. The intent is to remain as a paying member of WCRCS until such time as the P-25 system is functional and the existing EDACS system ceases operation.

There was additional discussion about the request for a waiver of Section 19.3. It was pointed out that the request is not a legal document and that the intent is seeking a commitment to allow a waiver to leave the Interlocal Agreement at some future date.

Mr. Watts-Vial pointed out that the original signers of the Interlocal Agreement would have to act on a recommendation to authorize the requested modification to the Interlocal Agreement. This particular request is seeking a confirmation that the JOC will approve a waiver in the future.

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Other discussion noted that it is far too early in the process to determine how the system will be transitioned to the P-25 system and how the P-25 system will be activated incrementally on a regional basis or all at once. As the discussion continued, it was noted that the current budget calls for a \$288.00 per radio fee and that the future loss of NDOT's contribution of \$435,000.00 annual will be shared on a per radio cost among remaining WCRCS members. It was also noted that WCRCS has 3,300 radios on the NDOT system compared to NDOT's 1,500 active radios on the WCRCS system. It was pointed out that future budgets will have to look at the costs and that parts for the EDACS system are being more difficult to find and more expensive as parts continue to fail on the aging system. It is unknown whether the operational costs of the incoming P-25 system will be the same or different from the current EDACS system billing.

Mr. Watts-Vial suggested that the item remain on future agendas and asked that NDOT develop more specific language on a proposed waiver to present to Washoe County and signers of the original Interlocal agreement for legal review and possible action.

Mr. Korbolic noted that the new agreement among the tri-partner agencies for the P-25 system had to decide 120-days before the December 2018 renewal date to opt out of the agreement.

Mr. Watts-Vial suggested that a future agenda item cover potential financing scenarios for the P-25 system as well as the funding gap once NDOT opts out of the Inter-local agreement.

There was no public comment.

***It was moved by David Cochran, seconded by Christine Vuletich, to continue agenda item 8 until October 20, 2017. The motion carried unanimously.***

- 9. 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 there are currently 13 LID's available and that there may be some additional LID's as the City of Reno donates decommissioned radios to the pool.

Responding to Jamie Edrosa's inquiry about billing for LID's, Shawn Taylor commented that agencies surrendering LID's typically continue to pay until the July 1 date of the following year as billing is done on an annual basis July 1 through July 1.

There were no public comments and no specific action was taken.

- 10. 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.*



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Shawn Tayler – Regional Communications Coordinator, noted that work had started on Snow Flake Lodge and that load spreader equipment had been delivered to better distribute the weight of the new battery plant over a larger area. Equipment is also ready for installation at the water tank site once the Snow Flake project is completed.

- 11. 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.*

Quinn Korbolic – Washoe County Technology Services, noted that the NSRS contract had been signed on May 8, 2017 and that NDOT has released the RFP with responses due on August 18, 2017. The RFP provides broad estimates on costs shared by the tri-partner of NV Energy, NDOT and Washoe County for a statewide shared P-25 radio system. Terminal equipment operating on the P-25 platform is in theory not tied to a specific vendor as it is with the existing EDACS system. Mr. Korbolic noted that the P-25 system will be jointly governed by Washoe County, NV Energy and NDOT for operations, maintenance, and administration. The Governance Board will appoint one member each to the TAC (Technical Advisory Committee) which will meet under the Nevada OML. The TAC will play a big role in the process and will come to the JOC to seek a recommendation on a potential TAC member to represent Washoe County. Once that process is completed an RFP for a system administrator will be developed who will then review and make budget recommendations. Mr. Korbolic noted that Washoe County is responsible for 1/3<sup>rd</sup> of the cost for the NSRS System Administrator. It is anticipated that the Administrator will be one FTE (Full Time Equivalent) employee. Mr. Korbolic pointed out that a financing mechanism has not yet been chosen but a bond may be issued.

Member Vuletich noted that there may be additional information on possible financing options by the October 20, 2017, JOC meeting.

Denise Inda noted that the State of Nevada may also have to issue a bond to finance their portion of the statewide system and will most likely consider a range of financing options.

No specific action was taken.

- 12. 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 other mountain top sites are also in need of repair including one in which the top portion was lost during a high wind event. Mr. Tayler noted that the Slide Mountain and Virginia Peak locations would have additional antennas to augment the existing VHF as well as 800 MHz and 700 MHz capabilities.

No specific action taken.

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- 13. AUTHORITY OF THE JOC (Joint Operating Committee) ON ISSUES INVOLVING WCRCS (Washoe County Regional Communications System)** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a recommendation from the 800 MHz Users Committee concerning Washoe radio support staff as it pertains to the selection of representatives to review proposals for the Nevada Shared Radio System contract and other issues that the JOC may have authority to approve, deny or modify.*

Vice-chair Moore opened the agenda item.

Ed Atwell – UNR, noted that the 800 MHz Users Committee did not meet quorum and had not heard the item. Mr. Atwell noted that UNR has a number of concerns about how the RFP process, costs and other matters related to the P25 system had been undertaken without any input from the 800 MHz JOC. Mr. Atwell believes that the WCRCS Users are the ones that pay for and own the WCRCS and should have input on who represents the interests of WCRCS users. Of particular concern is the intent to keep the names of the RFP Committee confidential rather than a more transparent process. Mr. Atwell pointed out that it is unclear who has the appointing authority, which he believes should be within the purview of the 800 MHz JOC. Mr. Atwell noted that he has some suggested motions if the JOC wishes to move forward with the matter.

David Watts-Vial – Deputy District Attorney, noted that this is not a question but rather a series of issues presented and suggested that the issue would be better served if the concerns and suggestions were submitted in advance. Drawing attention to Article 9, Section 9 of the Interlocal agreement, Mr. Watts-Vial explained that it appears that the system owner is Washoe County and that any decision on appointment would be in the form of a recommendation from the County Manager to the BCC (Board of County Commissioners). Mr. Watts-Vial asked that more specific concerns and requests for information be submitted so that an agenda item can be developed.

Mr. Atwell commented that, in his opinion, the WCRCS Users have bought, paid for and manage the system and that the JOC should therefore make the final decision on who the representative should be on the NSRS governing body.

Ms. Inda explained that the selection and appointment is time constrained as the proposal is due within the next month at which time the selection process will begin.

Mr. Atwell reiterated his concern that the appointment had already without input from the JOC and his belief that the JOC should have the final say in any appointment process as they have bought and paid for the system. Mr. Atwell stated he would submit additional information to David Watts-Vial for a legal opinion on the matter.

Quinn Korbolic noted that governance is separate from what is being signed and that Mr. Atwell's point is well taken. Mr. Korbolic suggested that perhaps the recommendations should have come to the JOC but since the intent is to keep the names of the individuals private it was not a viable option as the JOC meetings under the Nevada OML.

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Christine Vuletich asked Mr. Watts-Vial whether the Washoe County BCC (Board of County Commissioners) had the authority to make board appointments.

Mr. Watts-Vial commented that the BCC has the ultimately authority and that the NSRS does not state who has to be on the governing board. Mr. Watts-Vial believes that the BCC could accept a recommendation from the JOC for consideration. Mr. Watts-Vial noted that he would research the appointing authority of the JOC as it pertains to the issue at hand to determine whether or not the BCC only the authority to make appointments.

Mr. Atwell noted that he had formulated some motions but will table those until a legal opinion is brought forward. Mr. Atwell encouraged member agencies to work with the Users Committee appointees on meeting attendance so that quorum can be met.

There were no additional public comments

No specific action taken.

Continued to October JOC meeting.

### **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, commented that there has been some increase in usage with some units operating on the P-25 system. Mr. Taylor noted that the P-25 system take some of the load from the metro Simulcast thus reducing queuing. The 700 MHz antenna on Slide Mountain has migrated to the EDACS receiving antenna so that modifications can be made. Mr. Taylor noted that the one mobile repeater has been installed in a TMFPD vehicle and is providing additional coverage for the remote areas of Red Rock Road/Rancho Haven. An additional unit is needed for the I-80 corridor near the Mustang Ranch exit. It is unclear whether limited communications will continue to be a concern once the P25 system is operational.

### **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 20, 2017. No discussion among Committee Members will take place on this agenda item.*

It was suggested during the brief discussion that an agenda item be included on financing of the new communications system as well as the RFP, which is due August 30<sup>th</sup>. It was noted that the August 30<sup>th</sup> date is not a firm date and subject to change. Other discussion noted that she believes the vendor selection process will be somewhat difficult but should be completed before the October JOC meeting.

The October meeting agenda may include, but is not limited to: 1) legal opinion on the appointment



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authority of the JOC; 2) selection of meetings dates for 2018; 3) update on RFP process; and 4) system financing options.

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

Robert Cox expressed his appreciation for the work of TMFPD and others during the recent Cold Springs/Red Rock Fire.

A round of applause was provided for all first responder to this and other incidents.

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

Vice-chair Moore adjourned the meeting at 11:52 a.m.

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