

45 WASHOE COUNTY REGIONAL 800 MHz COMMUNICATION SYSTEM

Joint Operating Committee

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

DRAFT of Minutes

**Friday ~ October 20, 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]

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

PRESENT: Ed Atwell – UNR; Bryan Boren – Veterans Affairs; Craig Betts – Washoe County; David Curtis – Nevada Air National Guard; Dave Hunkup – Reno Sparks Indian Colony; Denis Ina Nevada Department of Transportation; Reid Kaiser – Nevada Department of Transportation; Chris Maples – City of Sparks; Charles Moore – Truckee Meadows Fire Protection District; Tracy Moore – Washoe County School District; Pat Nielson – Truckee Meadows Water Authority; Jason Reynolds – University of Nevada, Reno. Jamie Edrose – RTAA, joined the meeting at 10:02 a.m. Ryan Sommers – North Lake Tahoe Fire Protection District joined the meeting at 10:03 a.m. Dave Cochran – City of Reno joined the meeting at 10:05 a.m.

ABSENT: Brian Allen – City of Sparks; Charles Atkinson – Truckee Meadows Water Authority; Lance Avansino – Reno Sparks Indian Colony; Valerie Barr – Reno Sparks Indian Colony; Mark Cameron – Reno Tahoe Airport Authority; Adam Garcia – University of Nevada, Reno; Sam Hicks – Truckee Meadows Fire Protection District; Jon Kelley – Washoe County School District; Chris Ketring – Truckee Meadows Fire Protection District; Arlen Melendez – Reno Sparks Indian Colony; Sabra Newby – City of Reno; David Paulon – Pyramid Lake Paiute Tribe; Don Pelt – Pyramid Lake Paiute Tribe; Mark Regan – North Lake Tahoe Fire Protection District; and Christine Vuletich – Washoe County.

VACANT: DEA (Drug Enforcement Administration) and FBI (Federal Bureau of Investigation).

2. PUBLIC COMMENTS [Non-action item]

There were no public comments.

Jamie Edrosa – RTAA, joined the meeting at 10:02 a.m.

3. APPROVAL OF THE JULY 28, 2017, MINUTES [For possible action]

Ed Atwell asked that agenda item 12 Authority of the JOC be amended to reflect that “WCRCS Users are the one that pay for and own WCRCS and that the JOC should have final approval on who represents the interest of WCRCS Users in the NSRS partnership.” And Agenda item 5 read “NDOT use of the WCRCS system by active radio count.”

Reid Kaiser – NDOT, asked that the word MDOT be changed to read NDOT

Ryan Sommers – North Lake Tahoe Fire Protection District, joined the meeting at 10:03 a.m.

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It was moved by Chair Moore, seconded by Ed Atwell, to approve the July 28, 2017, minutes, as amended. The motion carried unanimously.

Dave Cochran – City of Reno, joined the meeting at 10:05 a.m.

4. **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 commented that he did not have an update.

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

5. **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.*

Quinn Korbolic – Washoe County Technology Services, recalled previous discussions of the March 2017 NDOT correspondence to the JOC. Mr. Korbolic noted that one of the main points of the NSRS agreement among and between the three partner agencies (NDOT, Washoe County and NV Energy) was that none of the partner would pay other infrastructure owners for use of the system and that as a member of WCRCS NDOT is seeking an amendment that would waive Section 19.3 once the EDACS system ceases operation. It is expected that EDACS will cease operation in 5 to 7 years and perhaps longer given the current project status. NDOPT has been asked to provide proposed language for the modification to the Interlocal Agreement. However, there is some legal contention that perhaps a modification of the Interlocal Agreement is not needed.

Reid Kaiser - NDOT, noted that the legislature still has to review the agreement and that the process currently is being pursued as directed by the Transportation Board. Their directive is to leave WCRCS one the switch is made from EDACS to NSRS. In the interim NDOT will continue as a paying member of the WCRCS.

David Watts-Vial – Deputy District Attorney, explained that he believes Mr. Korbolic has done a good job in summarizing the potential path forward pointing out that at minimum the conversion to the new communications system is 5-years out and most likely somewhat longer. Mr. Watts-Vial pointed out that the original signers of the Interlocal Agreement; Washoe County, Washoe County School District, City of Reno; City of Sparks and NDOT would have to review and approve any amendment to the Interlocal Agreement. Given the length of time before the EDACS system is phased out, there is sufficient time to amend the Interlocal Agreement as deemed necessary. Mr. Watts-Vial asked for direction on whether he should proceed with possible amendments to the Interlocal Agreement.

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Chris Maples – City of Sparks, suggested that Mr. Watts-Vial move forward with discussions on possible amendments with NDOT and provide potential amendments for review by the JOC.

Chair Moore commented that there are more entities participating in the EDACS system than those that are authorized to approve amendments. Therefore, it is crucial that as the system migrates to P25 that the Interlocal Agreement be updated to allow more active involvement in the signing and approval of amendments. Chair Moore noted concern about NDOT remaining as one of the original signers once they leave the system. When NDOT terminates their agreement with the Interlocal agreement, this is the opportunity to negotiate a new agreement with WCRCS users.

Ed Atwell – UNR, noted that UNR is not one of the original signers and that any update is, in his opinion, a colossal job for five members which will be more intense if the number of approving agencies is increased. Mr. Atwell reiterated previously expressed concerns about the NDOT usage of WCRCS as a single vehicle may key into the WCRCS system multiple time and still count as one. Therefore, it is Mr. Atwell's belief that NDOT uses WCRCS far more often that WCRCS user access the state system. Therefore, Mr. Atwell recommends that no commitment be made until the financial impacts are better understood.

Chair Moore recommended that this be a continuing agenda item until a new agreement on how to share costs are developed

Responding to Jamie Edrosa's inquiry about the current costs once NDOT withdraws from WCRCS, Mr. Korbolic explained that it is not anticipated that there will be any change until approximately 2022 as an exact date of switchover has yet to be determined.

Mr. Atwell pointed out another issue of concern as it pertains to the availability of spare parts to maintain EDACS until the switchover.

David Watts-Vial – Deputy District Attorney, explained that the amendment would allow NDOT to withdraw from the WCRCS agreement and not comply with Section 19.3 that requires payment of certain costs. Mr. Watts-Vial commented that the JOC could provide direction that he work with NDOT to craft an amendment that can be approved by the JOC before it is sent to the original signers.

It was moved by Chris Maples, seconded by Reid Kaiser, to direct that Deputy District Attorney David Watts-Vial work with the State of Nevada/NDOT and Washoe County to develop an amendment to the Interlocal Agreement.

There were no public comments.

The motion carried unanimously.

- 6. 800 MHZ REGIONAL COMMUNICATIONS SYSTEM MEMBER PARTICIPATION** (For possible action) – *A review, discussion and possible action to implement possible remedies intended to improve attendance of 800 MHz Users Committee membership participation, including potential modifications to the Interlocal Agreement.*

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Ed Atwell – UNR, suggested that one possible remedy to the 800 MHz Users Committee attendance issue may be to reduce the number of meetings to quarterly to coincide with the quarterly 800 MHz JOC meeting schedule. Mr. Atwell also suggested that the 800 MHz Users group be allowed to form subcommittees that are not subject to OML requirement for quorum and public notice. In the past a similar process was used that provided an opportunity for recommendations to be developed for review and action by the full body.

David Watts-Vial – Deputy District Attorney, outlined pertinent sections of the Nevada OML and explained that any Subcommittee that was making a recommendation to the body as a whole would be required to meet all requirements of the OML as the expenditure of public funds was involved. Mr. Watts-Vial noted that members could meet with Washoe County Technology Services staff. The intent is to avoid having a quorum of member present or what could be construed as a serial meeting on items that will be acted on by the full Committee. Mr. Watts-Vial suggested that there may be a need for Subcommittee as the region transitions to the newer technology over the next five or more years.

Mr. Atwell also suggested that another remedy might be to consider the addition of a non-voting associate membership and any agency having fewer than 40 radios would be a non-voting member. This remedy would require an amendment to the Interlocal Agreement.

Rob Larson - Chair of the 800 MHz User Committee, pointed out that the Interlocal Agreement only requires four (4) meetings per year and that he will bring up the issue at the November meeting of the 800 MHz Users Committee. Mr. Larson noted that he had distributed a letter to the 800 MHz Users Committee membership about meeting attendance.

Mr. Watts-Vial concurred that the Interlocal Agreement provided for a minimum of four meetings per year for the Users group and that the OML also covers an advisory, executive or other form of subcommittee that makes recommendations to the larger groups. The addition of a non-voting associate membership will require an amendment to the Interlocal Agreement. Mr. Watts-Vial emphasized that there is noting that precludes members from meeting with Washoe County Technology staff who can bring forward agenda items so long as the meeting cannot be interpreted as a subcommittee. Mr. Watts-Vial recommended against the formation of any Subcommittee to avoid any situation that can be construed as a violation of the OML.

Charles Moore recommended refining of the existing groups rather than the additional of subcommittees.

Mr. Watts-Vial noted that organizations coming on to the communications system may wish to have a vote.

Charles Moore also recommended that voting members should look to Mr. Watts-Vial for guidance.

During a brief discussion it was pointed out that the Chair (Rob Larson) of the 800 MHz Users Committee could direct that the number of meetings be changed to quarterly.

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It was moved by Chair Moore, seconded by Ed Atwell, to recommend that the 800 MHz Users Committee move to a quarterly meeting schedule that coincides with the established quarterly meeting schedule of the 800 MHz JOC. The motion carried unanimously.

- 7. AUTHORITY OF THE JOC (Joint Operating Committee) ON ISSUES INVOLVING WCRCS (Washoe County Regional Communications System)** [For possible action] – *A continuing 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.*

Ed Atwell – UNR, stated that he was speaking on behalf of UNR rather than himself and read the following into the record. Each party, of the group of three partners for the NSRS, provided three committee members to serve on the technical and cost committees for the RFP review. The committee appointments should, with the recommendation from staff, be approved by the JOC. Staff made the appointments without consulting the JOC based on the premise that, to comply with NDOT's RFP procedures, the names must be kept confidential. The OML has provisions for confidentially.

Attachment A, to the Nevada Shared Radio System Contract, provides for the appointment of a Governance Board member to represent our 1/3 ownership in the system. It is not clear who has the authority to appoint this person. Our position is that the WCRCS was paid for and is owned by its member agencies and that the JOC should have final authority for all appointments. If necessary the Washoe County Board of Commissioners could ratify the appointment. Handout NSRS Update agenda item 11, on page 5, states – *JOC is not officially part of the governance structure* but any decisions made by JOC that have system-wide impacts will be reviewed by the TAC and the Governance Board. Mr. Korbolic stated that it was the position of the county to appoint the person to the governance Board of the NSRS partnership.

Mr. Watts-Vial stated 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.

A motion by Ed Atwell recommending that Washoe County and the WCRCS support staff be advised that the Joint Operating Committee (JOC) is the Executive Committee for the WCRCS. Authority to appoint members to represent WCRCS, or the Nevada Shared Radio System (NSRS) partnership is the sole function of the JOC. Further, any provisions in the October 2014 Interlocal Agreement or in the NSRS contract, which is in conflict with this provision, will be amended to reflect the JOC as the final authority. The motion died due to lack of a second.

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Charles Moore questioned UNR's angst about the process.

Mr. Atwell explained that the main concern is one person will be appointed to the NSRS partnership that will have the authority to appoint staff. Mr. Atwell stated he could not recall any instance of a staff recommendation not being approved by the JOC. Hence there is considerable concern the Washoe County has the final authority when the 800 MHz Users and JOC member are the owners and not have any input into the appointment process. Mr. Atwell commented that he believes the JOC should vote to elect or hire appointees based on staff recommendations.

Chair Moore noted that he believes it would be an appointed position and should be someone who is familiar with the system and have the level of knowledge necessary. Chair Moore commented that the BCC (Board of County Commissioners) would have final authority.

Quinn Korbolic – Washoe County Technology Services, commented that staff has not indicated that County Staff would make the decision only Washoe County Management has that authority. Mr. Korbolic noted that the NSRS agreement allows the 800 MHz JOC to make recommendations to Washoe County Manager and/or BCC (Board of County Commissioners).

Mr. Atwell emphasized that UNR's position is that the 800 MHz JOC should have the final authority.

Craig Betts outlined the process being used that has Washoe County staff working with Washoe County Management and the BCC. Mr. Betts noted that the 800 MHz JOC makes operational decisions up to a certain threshold and suggested that Deputy District Attorney David Watts-Vial could provide some guidance.

Mr. Atwell explained that UNR believes there is a conflict in what the County is proposing and that there may also be a conflict as the Washoe County District Attorney's Office is part of Washoe County.

David Watts-Vial – Deputy District Attorney, commented that while his primary loyalty is to Washoe County it is not unusual to have an outside attorney representing boards and commissions to the extent there is a conflict. Mr. Watts-Vial stated he would recuse himself if there as a conflict and that outside legal counsel is an option.

Chair Moore expressed his appreciation for Mr. Watts-Vial's representation and that the WCRCS users pay into a system that is ultimately part of Washoe County who has final approval on all operating expenses. While UNR's position is understandable, it is still unknown who will be chosen as the vendor.

Mr. Betts noted that there are opt-out provisions in the NSRS agreement.

Ed Atwell restated the motion Ed Atwell recommending that Washoe County and the WCRCS support staff be advised that the Joint Operating Committee (JOC) is the Executive Committee for the WCRCS. Authority to appoint members to represent WCRCS, or the Nevada Shared Radio System (NSRS) partnership is the sole function of the JOC. Further,

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any provisions in the October 2014 Interlocal Agreement or in the NSRS contract, which is in conflict with this provision, will be amended to reflect the JOC as the final authority. The motion died due to lack of a second.

Chair Moore suggested that this remain as an agenda item as the region moves towards the new communications system.

Mr. Korbolic outlined the next steps in appointment of a NSRS Board member noting that the TAC (Technical Advisory Committee) will select the system administration with a governance board formed at that time.

8. **REDUNDANT MIGRATION GATEWAY** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify recommendations to purchase a redundant EDACS Migration Gateway device to provide a second path and improve reliability for Dispatch Operations on the WCRCS (Washoe County Regional Communications System).*

This item was pulled from the agenda.

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 a total of 18 LIDs was currently available and asked that member agencies seeking additional LIDs do so cautiously and wisely.

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.*

Shawn Tayler – Regional Communications Coordinator, noted that the Snowflake site is now operating on DC power now has 16 hours of run time and additional batteries are waiting for hardware to complete their connections. Mr. Tayler also explained that one of the air-conditioning units at Snowflake Lodge needed replacement but needed heavy equipment to put the equipment in place. Work at the water tank location is being delayed pending repair of water leaks that come from the roof as well as under the doorway. Mr. Tayler noted that year round access is available as snow removal equipment is available.

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*

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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 RFP for this project has been released and now appears to be on hold.

Reid Kaiser – NDOT, commented that the vendor is being reviewed for compliance and that a decision is expected by the end of the month (October).

There was no public comment and 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, summarized the ongoing repairs and drew attention to the extensive damage identified at the Slide Mountain location. Additionally, similar damage has also been identified at the Peavine Peak site and will be assessed by the same vendor that provided an in-depth inspection and analysis of Slide Mountain. The antennae replacements are on hold and might not be completed until sometime in 2018. Mr. Tayler explained that the site analysis can occur rather quickly and that the Peavine site has somewhat easier access than Slide Mountain. However, depending on the outcome of the inspection staff will endeavor to complete any repair if the damage is significant before weather conditions preclude access to the site.

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

- 13. 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 he had not provided the usual report as it is unclear whether it is helpful to member. However, the system current appears to be in good shape with site alignments being or nearing completion. Additionally an outside vendor has been engaged to assist in realignment of the simulcast system and will conduct spot checks to assure the alignments are correct. Mr. Tayler then commented that Washoe County has some spare parts for the EDACS system and that as other EDACS users migrate to a newer system Washoe County will endeavor to obtain additional spare parts as they become available. However, in the event of another catastrophic event as occurred previously, would most likely cripple the system.

Jim Whalen – NDOT, noted that a new repeater had been installed in the I-80 corridor east of town and will be brought online as work is completed on a US 50 project. The additional repeater and project will be available to WCRCS users.

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Mr. Tayler noted that changes are being made to radio personalities and that infrastructure will be added as it become available. Member agencies are encouraged to contact staff to accelerate the update and deployment.

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

- 14. SELECTION OF 2018 QUARTERLY MEETING SCHEDULE** [For possible action] – *A review discussion and possible action to adopt: 1) the third Friday: January 19, April 20; July 20; and October 19, 2018; or 2) the fourth Friday: January 26; April 27; July 27; and October 19, 2018 (due to the Nevada Day Holiday) as scheduled meeting dates.*

Quinn Korbolic – Washoe County Technology Services, recommended that the 800 MHz JOC select the third Friday option as the meeting room had been reserved.

It was moved by Ed Atwell, seconded by Charles Moore, to meet the third Friday: January 19; April 20; July 20; and October 19, 2018.

There were no public comments.

The motion carried unanimously.

- 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) will be scheduled in January 2018. No discussion among Committee Members will take place on this agenda item.*

The next meeting date will be January 19, 2018. The agenda may include but is not limited to Election of Officers.

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

There were no public comments.

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

Chair Moore adjourned the meeting at 11:24 a.m.