

WASHOE COUNTY REGIONAL 800 MHz COMMUNICATION SYSTEM

Joint Operating Committee

Minutes

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

Friday ~ October 18, 2019 ~ 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 Tracy Moore, Washoe County School District, called the meeting to order at 10:00 a.m. A quorum was established.

PRESENT

- | | |
|---|--------------------|
| • Nevada Department of Transportation | Denise Inda |
| • Nevada Air National Guard | David Curtis |
| • North Lake Tahoe Fire Protection District | Ryan Sommers |
| • Reno, City of | Rishma Khimji |
| • Reno-Tahoe Airport Authority | Jaime Edrosa |
| • Sparks, City of | Jim Reid |
| • Truckee Meadows Water Authority | Pat Neilson |
| • University of Nevada Reno | Jason Reynolds |
| • Washoe County | Christine Vuletich |
| • Washoe County School District | Tracy Moore |

ABSENT

- Federal Bureau of Investigation (FBI)
- Pyramid Lake Paiute Tribe
- Reno-Sparks Indian Colony
- Truckee Meadows Fire Protection District
- United States Department of Veterans Affairs
- United States Drug Enforcement Administration (DEA) (Vacant)

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

2. PUBLIC COMMENTS [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 800 MHz Joint Operating Committee agenda. The 800 MHz Joint Operating Committee will also hear public comment during individual action items, with comment limited to three (3) minutes per person. Comments are to be made to the 800 MHz Joint Operating Committee as a whole.

There was no response to the call for public comment.

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3. APPROVAL OF THE JULY 19, 2019, MINUTES [For possible action]

In order to allow the draft minutes to be completed for Item 9, staff requested the item be tabled and review and approval of the July 2019 minutes be moved to the next agenda.

4. RESILIENCE COMMISSION [Non-action item] – An informational update and possible direction to staff on recent activities of the Nevada Resilience Commission.

Quinn Korbolic, Washoe County Technology Services, sought direction on continuing to include this item on JOC agendas. It was recommended that the item may continue to be valuable to ensure inclusion in discussions of the state-wide radio system planning. Chair Moore offered to reach out to the current representative, Dave Hunkup, RSIC, for his input on the item and his interest in continuing to be the liaison.

5. SYSTEM STATUS UPDATE [Non-action item] – An informational update on the operational status of the 800 MHz Communication System.

John Byerly, Washoe County Technology Services, indicated the WCRCS staff had been winterizing tower sites and equipment, and working to address console update and in-building coverage issues. He noted the need to consider in-building coverage when planning for new buildings or renovations; WCRCS works in conjunction with TMFPD to ensure in-building coverage for newly built warehouses, schools and similar structures.

The interference issues recently experienced at several school sites had been remedied through work with the relevant cell phone carriers. In response to Jim Reid, City of Sparks, Mr. Byerly indicated familiarity with the issue at the noted location and that a resolution was being worked on.

6. FUNDING REQUEST FOR NETWORK SWITCHING CENTER MODIFICATIONS TO SUPPORT THE P25 SYSTEM, \$12,000 [For possible action] – A review, discussion and possible action to approve the utilization of WCRCS professional services funds to contract with Collins Telecommunications, LLC to modify and prepare equipment in the WCRCS Network Switching Center for the pending installation of P25 System, not to exceed [\$12,000].

Quinn Korbolic, Washoe County Technology Services, reviewed the request indicating the work planned is in preparation for the November installation of the network switching for the P25 System. In response to Jaime Edrosa, Reno-Tahoe Airport Authority, Mr. Korbolic stated the current annual operations funding is strictly for the existing EDAC System.

Jim Reid, City of Sparks, moved to approve the utilization of WCRCS professional services funds to contract with Collins Telecommunications, LLC to modify and prepare equipment in the WCRCS Network Switching Center for the pending installation of P25 System, not to exceed \$12,000; Christine Vuletich, Washoe County, provided the second. There was no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

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7. **LID (Logical Identification Number) STATUS UPDATE** [For discussion only] – An ongoing review and discussion on the issue of limited LID availability on the Washoe County Regional Communication System, LID assignments by WCRCS member agency, and the difference between agency assigned LIDs and Active Radios.

Quinn Korbolic, Washoe County Technology Services, reviewed a slide comparing “LID vs. Active Radio Count by agency,” to provide a foundation for the discussions around the financing options for the new system; LIDs are still very limited. Agencies were asked to review their numbers and consider turning in unused LIDs. Jaime Edrosa, Reno-Tahoe Airport Authority, sought clarification on the BEON licenses to which Mr. Korbolic indicated the slide needed to be updated to reflect that they are counted as half (rather than a whole); it was assumed, but had not yet been discussed, that they would continue to be counted as half for the new system.

8. **PRELIMINARY FISCAL YEAR 2020-2021 WCRCS (WASHOE COUNTY REGIONAL COMMUNICATIONS SYSTEM) BUDGET** [For possible action] – A review and discussion of the fiscal year 2020-2021 WCRCS budget and associated Operations and Maintenance contributions by WCRCS member agency, and possible action thereon.

Quinn Korbolic, Washoe County Technology Services, reviewed his staff report and presentation providing preliminary numbers for budget planning purposes. He noted Washoe County does not yet have overhead, or salary and benefit estimates, and staff would plan to absorb any changes within the adopted budget, rather than adjust the bottom line. The number of active radio count has increased by 277 resulting in a decrease in the overall per radio cost by \$8.34. Including a continued 10% contribution to infrastructure, the total budget is projected to be \$1,768,922.75. In response to Mr. Edrosa, Reno-Tahoe Airport Authority, Mr. Korbolic confirmed the overall operations costs had increased but the per agency cost decreased due to the number of active radios.

Rishma Khimji, City of Reno, expressed appreciation for the early numbers. She requested additional detail for the line items with larger budget authority, such as those for salary and benefits. There was no response to the call for public comment; no action was taken on this item.

9. **NEVADA SHARED RADIO SYSTEM PROJECT UPDATE** [For discussion only] – A review and discussion on the progress of the Nevada Share Radio System project including discussion on project schedule and impacts of the project specific to the Washoe County Regional Communications System.

Quinn Korbolic, Washoe County Technology Services, reviewed his presentation providing updates on the project implementation schedule, the activity in Region 2, change orders, system costs, and radio purchases. While there have been changes to the schedule, work is still largely on-track. A fourth change order is necessary to address updates to console features. Console purchases have been removed from the milestone payments to allow for individual invoicing and inventory tracking; the overall system cost has gone down as a result. To date, a total of 780 radios have been purchased collectively.

10. **WCRCS P25 SYSTEM FINANCING AND COST ALLOCATION UPDATE** [For discussion only] – A review and discussion on the progress on Washoe County Regional Communications System (WCRCS) P25 financing and cost allocation to WCRCS members.

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Quinn Korbolic, Washoe County Technology Services, reviewed his staff report and presentation providing updates to the interagency finance meetings, and financing details. Financing numbers have been revised to remove the console purchases from the milestone payments; agency commitments to pre-pay their contribution need to be submitted no later than June 1, 2020, with payment due by July 15, 2020. The total project cost will be \$26,537,511 with \$13,434,051 of that total to be financed, subject to further reduction by any agency pre-payments. Debt service will be structured to amortize project components within their respectful useful lives (ranging from 5 to 15 years) and wrapped to achieve level aggregate annual payments over the life of the financing. The number of LIDs held by each agency is being used to determine the agency proportions. Mr. Korbolic reviewed the FY20-FY24 projected total contribution totals combining the existing system operations cost, a 10% contribution to infrastructure and the P25 infrastructure costs. He noted the expected increase in FY24 once NDOT is no longer on the system.

It was clarified that if agencies choose to reduce their LIDs, the total cost would be reduced. Those changes were requested as soon as possible with a target deadline of December 1.

Chair Moore questioned the methodology for the collection and management of the funds for this system. He suggested it may be appropriate for participating agencies to enlist their government affairs staffs to begin exploring a sustainable alternative taxing or revenue source.

11. **WASHOE COUNTY P25 SYSTEM INTERLOCAL AGREEMENT** [For Possible Action] – A review and discussion on the possible adoption of the Washoe County P25 System Interlocal agreement, including discussion and possible action on renaming the Users Committee to the Technical Advisory Committee (TAC) and limiting TAC meetings to discussion or informational items only, unless directed to take action by the Joint Operating Committee or to review and recommend applications to join the P25 System.

Quinn Korbolic, Washoe County Technology Services, highlighted the proposed changes to the interlocal agreement to accomplish a revamp of the User's Committee membership and structure, to address concerns of "fiscal control" terminology, and to provide assurance that the JOC would be involved in making a recommendation on each year's budget. Agencies were asked to share the drafts with respective counsel to being the review and approval process.

Additional changes discussed were in response to concerns with the ability to reach a quorum of the Users Group and the need for technical staff to have a venue for collaboration and discussion of the technical issues. This is something thought to be being missed due to the current format where the agendas are often structured to respond to the same items the JOC will next review and discuss. There was considerable discussion of the options suggested and other possible structures that would maintain compliance with Open Meeting Law requirements, better align the goals of the Committee, and reduce the reliance on Washoe County to relay messaging concerning system-wide impacts.

It was suggested, and there was support for, the Users Group be recomposed to reduce the number of voting members to less than it currently has with those members being selected by the JOC every one or two years. It was cautioned this would mean not every agency would

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have a vote. Agencies and counsel were encouraged to further consider and draft language to accomplish this change and bring it back to the JOC for review.

There was no response to the call for public comment; no action was taken on this item.

- 12. 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 January 17, 2020.

There were no announcements or requests for future agenda items.

- 13. PUBLIC COMMENTS** [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 800 MHz Joint Operating Committee agenda. The 800 MHz Joint Operating Committee will also hear public comment during individual action items, with comment limited to three (3) minutes per person. Comments are to be made to the 800 MHz Joint Operating Committee as a whole.

There was no response to the call for public comment.

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

Approved as written in session January 17, 2020.