

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

800 MHz Joint Operating Committee

Tracy Moore, Chair
Charles Moore, Vice-chair
Vacant, Secretary

*****Meeting Minutes*****

Friday, October 15, 2021

10:00 a.m.

Meeting held by teleconference.

Agenda

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

The meeting was called to order at 10:00 a.m.

Present

- | | |
|--|---|
| • City of Reno | Kannaiah Vadlakunta; Dave Cochran arrived 10:19 a.m. and became primary |
| • City of Sparks | Jim Reid |
| • Nevada Dept. of Transportation | Seth Daniels |
| • Reno-Sparks Indian Colony | Dave Hunkup |
| • Reno-Tahoe Airport Authority | Brent Finster |
| • Truckee Meadows Fire Protection District | Charlie Moore |
| • Truckee Meadows Water Authority | Levi Kleiber |
| • UNR | Ed Atwell |
| • US Dept. of Veterans Affairs | Bryan Boren |
| • Washoe County School District | Tracy Moore |

Absent

- Nevada Air National Guard
- North Lake Tahoe Fire Protection District
- Pyramid Lake Paiute Tribe
- US FBI
- US DEA (vacant)
- Washoe County

Deputy District Attorney Keith Munro 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.



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

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There was no response to the call for public comment; no comments were submitted prior to the meeting.

3. ELECTION OF OFFICER [For Possible Action]

a. Secretary

Charlie Moore, Truckee Meadows Fire Protection District, nominated and moved to appoint Jim Reid, City of Sparks, as Committee Secretary. Mr. Reid accepted. Brent Finster, Reno-Tahoe Airport Authority, seconded the motion. There was no response to the call Committee or public comment. Upon a call for a vote, the motion carried unanimously.

4. APPROVAL OF THE JULY 30, 2021, MEETING MINUTES [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Charlie Moore, Truckee Meadows Fire Protection District, moved to approve the minutes as written. Jim Reid, City of Sparks, provided the second. There was no response to the call for Committee or public comment. Upon a call for the vote, the motion carried unanimously.

5. RESILIENCE COMMISSION [For Possible Action] – An informational update and possible direction to staff on recent activities of the Nevada Resilience Commission. *David Hunkup, Reno-Sparks Indian Colony*

David Hunkup, Reno-Sparks Indian Colony, indicated there were no updates at this time. There was no response to the call for public comment; no action was taken.

6. SYSTEM STATUS UPDATE [Non-action item] – An informational update on the operational status of the 800 MHz Communication System. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation for this item sharing the system was functioning normally after migration to 10.4 core and the SUMS updates are conducted monthly for system and security patches and updates.

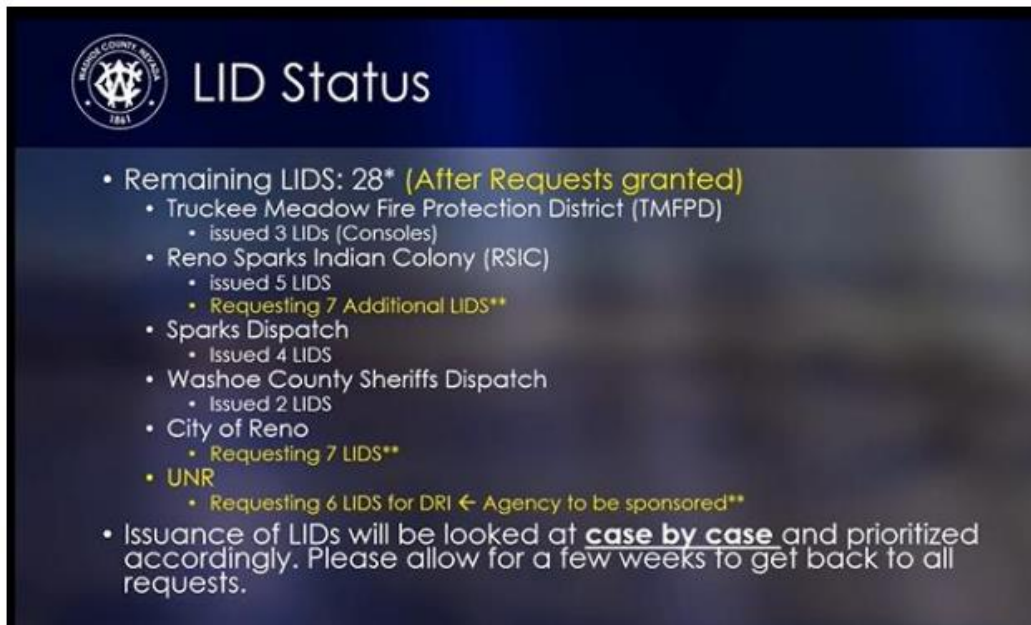
7. LID (Logical Identification Number) STATUS UPDATE [For Discussion Only] – An ongoing review and discussion on the issue of limited LID availability on the Washoe County Regional Communication System. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, shared the following presentation slide with the current LID Status. She noted DRI may only need two of the six LIDS initially requested.

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The slide, titled "LID Status", features the Washoe County Sheriff's Office logo in the top left corner. The main content is a bulleted list detailing the status of 800 MHz LIDs. The list includes: Remaining LIDs: 28* (After Requests granted); Truckee Meadow Fire Protection District (TMFPD) with 3 issued LIDs (Consoles); Reno Sparks Indian Colony (RSIC) with 5 issued LIDs and a request for 7 additional LIDs; Sparks Dispatch with 4 issued LIDs; Washoe County Sheriffs Dispatch with 2 issued LIDs; City of Reno with a request for 7 LIDs; and UNR with a request for 6 LIDs for DRI, noting the agency needs to be sponsored. A final note states that LID issuance will be handled on a case-by-case basis and prioritized.

- Remaining LIDs: 28* (After Requests granted)
 - Truckee Meadow Fire Protection District (TMFPD)
 - issued 3 LIDs (Consoles)
 - Reno Sparks Indian Colony (RSIC)
 - issued 5 LIDs
 - Requesting 7 Additional LIDs**
 - Sparks Dispatch
 - Issued 4 LIDs
 - Washoe County Sheriffs Dispatch
 - Issued 2 LIDs
 - City of Reno
 - Requesting 7 LIDs**
 - UNR
 - Requesting 6 LIDs for DRI ← Agency to be sponsored**
- Issuance of LIDs will be looked at **case by case** and prioritized accordingly. Please allow for a few weeks to get back to all requests.

[Dave Cochran joined the meeting at 10:19 a.m. and became primary City of Reno representative.]

8. **WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM INFRASTRUCTURE MAINTENANCE AND REPLACEMENT PLAN** [For Discussion Only] – A review and discussion of the maintenance and replacement plan for WCRCS Infrastructure over the next five years including but not limited to generator replacement, building Maintenance, HVAC units, power systems, and other general maintenance; and the associated costs and budget related to the five-year plan. *Quinn Korbolic & Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation for this item summarizing the Revised Maintenance Budget, and the System Five-Year plan. As part of the Five-Year Plan she reviewed the details relating to system functionality, growth, budget and labor needs. The Committee was presented with several options being considered to address the labor needs in support of the existing sites as well as the five new proposed as part of the P25 system. Budget scenarios were provided for adding positions (1/2 FTE, 1 FTE and 2 FTEs). Expanding the number of employees would increase the ability to adequately attend to all the sites and possibly have one person also in the office to support the PSAPs, especially moving into the construction phase. Ed Atwell, UNR, questioned not adding additional staff sooner than FY23/24; Ms. Lawney shared it would be ideal to add them sooner especially with one existing team member leaving at the end of October. Quinn Korbolic, Washoe County Technology Services, reviewed the process to create a new position noting it could be started this year. The Radio Shop is busy and burdened with the transition which will include hundreds of radios a year as well as continuing system and day-to-day support. Chair Moore indicated he would like to receive input from the Users Group and asked that the options to increase staffing be shared with them in December with the budget scenarios. There was discussion of also possibly adding another position to support the Radio Shop function (not WCRCS funded). It was noted that

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personality build-ups currently are done by both WCRCS and the Radio Shop but it would be ideal to have one person dedicated to personalities moving forward.

Mr. Korbolic added there will be changes to the budget once NDOT leaves the system so the intent is to keep the budget flat which keeping funds available in the Infrastructure fund to buffer larger projects. There was discussion of the potential to include additional agencies that may buffer costs after NDOT leaves the system once on the P25 system; expansion is currently limited by the number of LIDs. The first release of LIDs from Region Zero could happen as early as 18 months from now. In response to discussions about NDOT's continued participation in the system, Seth Daniels, NDOT, confirmed the partnership and commitment of NDOT to continue as agreed, with that having never wavered. Concern was shared with moving forward with the ½ or 1.5 FTE options should there not be availability from the General Fund/Radio Shop to fund the other half.

- 9. PRELIMINARY FISCAL YEAR 2022-2023 WCRCS (WASHOE COUNTY REGIONAL COMMUNICATIONS SYSTEM) BUDGET AND FISCAL YEAR 2021-2022 BUDGET REVIEW**
[For Discussion Only] – A review and discussion of the Preliminary Fiscal Year 2022-2023 Budget and a review and discussion of the Fiscal Year 2021-2022 Budget including fund balances of the Operations, Infrastructure, and Expansion accounts. *Quinn Korbolic & Melissa Lawney, Washoe County Technology Services.*

Quinn Korbolic, Washoe County Technology Services, reviewed his staff report with the preliminary FY23 budget highlighting the following:

Overview of Budget Proposal:

- Total Radio Count increase of 383
- 7.5% Operations budget increase over FY21/22.
- Staff will continue to recommend the 10% contribution to Infrastructure.
 - Cost per radio increase of \$0.40 per radio/per year to \$280.63.

Operations:

- Total Operations Budget: \$1,754,306.76
- Operations Budget increase: \$100,311.24
- Covers 4 FTE staff including the Regional Communications Coordinator, a Sr. Network Engineer, and two Network Engineers.
- Operations account balance as of October 11, 2021: \$1,213,994
- FY21 unspent Operations Budget amount: \$314,128.18

Infrastructure:

- Staff will continue to recommend infrastructure contributions at 10% of the operations budget.
- Infrastructure account balance: \$1,108,791
 - \$905,000 is budgeted in FY22
- Expansion account balance: \$179,145

The Infrastructure Fund will be impacted to cover the costs for the Marble Bluff and Fox Mountain projects. Professional Services has been increased to prepare for the anticipated Federal Engineering costs for the P25 system support. Travel, Seminars and Meetings have

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also been increased. These preliminary budget numbers will be taken to the 800 MHz Users Committee for their review and recommendation to the JOC.

- 10. 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 January 21, 2022.

Ed Atwell, UNR, asked that an item be added to the next Users and possibly the next JOC agendas, pending input from the Users Committee, to discuss the possibility of UNR adding the Desert Research Institute (DRI) as a sponsored agency.

- 11. 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.

Dave Hunkup, Reno-Sparks Indian Colony, announced he would be retiring at the end of the year so this would be his last meeting. Chair Moore and the Committee members expressed appreciation for his valuable contributions to the Committee and the radio system and wished him well in his retirement. There was no further response to the call for public comment.

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

The meeting adjourned at 11:28 a.m.

Approved as written in session January 21, 2022.