

**WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM**

*800 MHz Joint Operating Committee*

Tracy Moore, Chair  
Charles Moore, Vice-chair  
Jim Reid, Secretary

**\*\*Draft Meeting Minutes\*\***

**Friday, January 21, 2022  
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 10:02 a.m.

**Present**

- |   |               |
|---|---------------|
| • City of Reno                              | Dave Cochran  |
| • City of Sparks                            | Jim Reid      |
| • Nevada Dept. of Transportation            | Seth Daniels  |
| • North Lake Tahoe Fire Protection District | Ryan Sommers  |
| • Truckee Meadows Fire Protection District  | Charlie Moore |
| • Truckee Meadows Water Authority           | Pat Neilson   |
| • UNR                                       | Ed Atwell     |
| • US Dept. of Veterans Affairs              | Bryan Boren   |
| • Washoe County                             | Russ Pedersen |
| • Washoe County School District             | Tracy Moore   |

**Absent**

- Nevada Air National Guard
- North Lake Tahoe Fire Protection District
- Pyramid Lake Paiute Tribe
- Reno-Sparks Indian Colony (vacant)
- Reno-Tahoe Airport Authority
- US DEA (vacant)
- US FBI

Deputy District Attorney Keith Munro was also present.

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- 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.

Ed Atwell, UNR, shared that since he's been with the JOC, he's had nothing but good experiences with NDOT. He apologized for his past derogatory comments about them leaving the system acknowledging the comments were out of line.

Seth Daniels, NDOT, shared his and his agency's desire to focus on maintaining positive partnerships and to strive to be a great partner. As the relationship changes, NDOT hopes to be able to continue support in different ways. He expressed appreciation for every member of the group and all that they do for public safety radio and the community.

There was no further response to the call for public comment and none was submitted prior to the meeting.

- 3. ELECTION OF OFFICERS** [For Possible Action]

- a. Chair
- b. Vice-Chair
- c. Secretary

Chair Moore opened items a-c for consideration and combined action. Ed Atwell, UNR, nominated and moved to reappoint the current officers: Tracy Moore, Washoe County School District, as Chair; Charles Moore, Truckee Meadows Fire Protection Authority, as Vice-Chair; and Jim Reid, City of Sparks, as Committee Secretary. All nominees accepted the nomination. Ryan Sommers, North Lake Tahoe Fire Protection District, 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 OCTOBER 15, 2021, MEETING MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Russ Pedersen, Washoe County, 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.

It was questioned whether or not this item needs to be kept as a standing item. There was no response to the call for public comment; no action was taken on this item.

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6. **SYSTEM STATUS UPDATE** [Non-action item] – An informational update on the operational status of the 800 MHz Communication System, to include ongoing review and discussion on the issue of limited LID availability as well as the Site Maintenance of the Washoe County Regional Communication System. *Melissa Lawney, Washoe County Technology Services*

Quinn Korbolic and John Byerly, Washoe County Technology Services, reviewed the presentation for Item 6 highlighting outages and issues with the Slide Mountain generator panel. The team has been assessing the most effective method to remedy the panel failure; given the age of the generator, full replacement is being considered. Chair Moore spoke in favor of moving forward with full replacement sooner than later especially given the comparable cost.

Mr. Byerly reviewed the LID status update, the radio purchase counts, and maintenance updates. He noted Washoe County would likely sponsor the US Marshals, if new requests were granted there will be 35 remaining LIDs. 2,073 radios of the 5,097 contractual amount have been purchased.

7. **FISCAL YEAR 2022-2023 WCRCS (WASHOE COUNTY REGIONAL COMMUNICATIONS SYSTEM) BUDGET** [For Possible Action] – A review, discussion, and possible action to approve the Fiscal Year 2022-2023 Budget as recommended by the 800MHz Users Committee on December 9, 2021. *Quinn Korbolic & Melissa Lawney, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, reviewed his staff report and budget worksheets for the proposed FY23 budget. The proposed budget as recommended by the 800 MHz Users Committee includes the addition of one full-time equivalent Network Engineer position and continues the ten percent contribution to infrastructure.

WCRCS FY22/23 Proposed Budget Highlights +1 FTE
<p><b>Overview of Budget Proposal:</b></p> <ul style="list-style-type: none"><li>• Total Radio Count increase of 383</li><li>• 8.5% Operations budget increase over FY21 - 22.</li><li>• Staff continues to recommend the 10% contribution for Infrastructure enhancement.<ul style="list-style-type: none"><li>○ Cost per radio increase of \$2.52 per radio per year to \$282.70.</li></ul></li></ul>
<p><b>Operations:</b></p> <ul style="list-style-type: none"><li>• Total Operations Budget: \$1,767,289.19</li><li>• Operations Budget increase: \$113,293.67</li><li>• Covers 5 FTE staff including the Regional Communications Coordinator, a Sr. Network Engineer, and two Network Engineers.</li><li>• Operations account balance as of October 11, 2021: \$1,043,165</li><li>• FY21 unspent Operations Budget amount: \$314,128.18</li></ul>
<p><b>Infrastructure:</b></p> <ul style="list-style-type: none"><li>• Staff will continue to recommend infrastructure contributions at 10% of the operations budget.</li><li>• Infrastructure account balance: \$1,108,791<ul style="list-style-type: none"><li>○ \$905,000 is budgeted in FY22</li></ul></li><li>• Expansion account balance: \$179,145</li></ul>

Adding the new position will help to accommodate the addition of five new sites and maintain the same engineer to site ratio and help with the construction expected to begin this summer on the new system. Technology Services has also submitted a request to add a new position, a

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Senior Network Engineer, to help support the Radio Shop function. It was noted that unused budget in any one year is carried forward and is available to help smooth out the budget to avoid large fluctuations year to year.

Ed Atwell, UNR, moved to approve the Fiscal Year 2022-2023 Budget as recommended by the 800MHz Users Committee on December 9, 2021, including a ten percent contribution to infrastructure. Russ Pedersen, Washoe County, seconded the motion. There was no response to the call for further Committee comment or the call for public comment. Upon a call for a vote, the motion carried unanimously.

- 8. SNOWFLAKE LODGE CONDUIT INSTALLATION** [For Possible Action] – A review discussion and possible action to approve expenditures for conduit installation from Shelter to Monopole at Snowflake Lodge at a cost not to exceed [\$25,000]. *Melissa Lawney, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, and John Byerly, Washoe County Technology Services, reviewed the presentation for Item 8. In order to maintain the current system until new one is up, new conduit needs to be installed at the Snowflake Lodge site from the equipment room to the monopole. The current conduit is full offering no ability to install anything new without bringing the site down. After reviewing the quotes received, staff has identified two that meet the County specifications for the project. Staff is recommending Design Option #1 (two four-inch conduit with interduct connecting to NEMA 4 enclosures \$23,120) as it will provide for growth and better cable protections, as well as greater cost benefit. It was believed that the quote included any necessary permitting; the proposed structure is County-owned.

Charlie Moore, Truckee Meadows Fire Protection District, moved to approve the expenditures for conduit installation from Shelter to Monopole at Snowflake Lodge at a cost not to exceed \$25,000. Ryan Sommers, North Lake Tahoe Fire Protection District, provided the second. There was no response to the call for further Committee comment or the call for public comment. Upon a call for a vote, the motion carried unanimously.

- 9. UNR SPONSORSHIP OF DESERT RESEARCH INSTITUTE (DRI) TO JOIN THE WCRCS AS A SPONSORED AGENCY** [For Possible Action] – A review, discussion, and possible action to approve the inclusion of DRI as a Sponsored Agency, sponsored by UNR. *Ed Atwell, UNR*

Ed Atwell, UNR, spoke in support of the request to provide DRI with two radios primarily for safety purposes in remote areas that may have limited cellular coverage. UNR is in support of request and has an agreement in place with DRI. There was discussion in support of the request. It was noted that L3Harris would need a letter of authorization from Washoe County for any DRI purchases.

Ed Atwell, UNR, moved to approve the inclusion of DRI as a Sponsored Agency, sponsored by UNR. Russ Pedersen, Washoe County, provided the second. There was no response to the call for further Committee or public comment. Upon a call for the vote, the motion carried unanimously.

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- 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 April 15, 2022.

None

- 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.

There was no response to the call for public comment.

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

The meeting adjourned at 11:11 a.m.