

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

P25 Joint Operating Committee

Tracy Moore, Chair
Ryan Sommers, Vice-chair
David Todd Curtis, Secretary

****Meeting Minutes****

Friday, February 3, 2023

**Washoe County Administration Complex
1001 East Ninth Street, Reno, Nevada, 89512
Building A, Second Floor Caucus Room**

This meeting was set to begin directly after the 800 MHz Joint Operating Committee meeting but no earlier than 10:30 a.m. This meeting was held at a physical location with a teleconference option.

Committee website: https://www.washoecounty.gov/technology/board_committees/800mhz_joc

Committee Members

Dave Cochran, City of Reno	Charles Moore, Truckee Meadows FPD
Craig Franden, City of Reno (Alternate)	Chris Ketring, Truckee Meadows FPD (Alternate)
Jim Kindness, City of Sparks	Ian Dasmann, TMWA
Chris Crawforth, City of Sparks (Alternate)	Chuck Atkinson, TMWA (Alternate)
David Todd Curtis, Nevada Air National Guard	Ed Atwell, UNR/NSHE
Matthew Lund, Nevada Air National Guard (Alternate)	Jeremy Irwin, UNR/NSHE (Alternate)
Ryan Sommers, North Lake Tahoe FPD	Vacant, US DEA
Russ Barnum, North Lake Tahoe FPD (Alternate)	Bryan Boren, US Dept. of Veterans Affairs
Don Pelt, Pyramid Lake Paiute Tribe	Ray Leal, US Dept. of Veterans Affairs (Alternate)
David Paulon, Pyramid Lake Paiute Tribe (Alternate)	Jenn Felter, Washoe County
Vacant, Reno-Sparks Indian Colony	Darrin Rice, Washoe County (Alternate)
Tracy Moore, Reno-Tahoe Airport Authority	Mark Mathers, Washoe County School District
Ben Carpenter, Reno-Tahoe Airport Authority (Alternate)	Jon Kelly, Washoe County School District (Alternate)

Agenda

1. CALL TO ORDER AND DETERMINATION OF QUORUM [Non-action item]

The meeting was called to order at 10:32 a.m.

Present

- | | |
|---|---------------|
| • City of Reno | Craig Franden |
| • City of Sparks | Jim Kindness |
| • North Lake Tahoe Fire Protection District | Ryan Sommers |
| • Reno-Tahoe Airport Authority | Tracy Moore |
| • Truckee Meadows Fire Protection District | Charlie Moore |



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

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- | | |
|-----------------------------------|--------------|
| • Truckee Meadows Water Authority | Ian Dasmann |
| • UNR | Ed Atwell |
| • US Dept. of Veterans Affairs | Bryan Boren |
| • Washoe County | Jenn Felter |
| • Washoe County School District | Mark Mathers |

Absent

- Nevada Air National Guard
- Pyramid Lake Paiute Tribe
- Reno-Sparks Indian Colony (vacant)
- US DEA (vacant)

Washoe County Deputy District Attorney Brandon Price was also present.

2. **PUBLIC COMMENT** [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 P25 Radio System Joint Operating Committee agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the P25 Radio System Joint Operating Committee as a whole.

There was no response to the call for public comment; no public comment was received prior to the meeting.

3. **APPROVAL OF DECEMBER 8, 2022, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

It was noted that the date of the minutes did not reflect the date of the last meeting. It was requested to be moved to the next agenda for review and action with the corrected title to reflect the minutes of December 15, 2022.

4. **ELECTION OF OFFICERS** [For Possible Action] – Discussion and possible action to elect Committee officers, including a Chair, Vice-Chair, and Secretary.

a. Chair

Ed Atwell, UNR, nominated and moved to appoint Tracy Moore, Reno-Tahoe Airport Authority, as Chair; Member Tracy Moore accepted the nomination. Charlie Moore, Truckee Meadows Fire Protection District, seconded the motion. There were no further nominations or Committee discussions. There was no response to the call for public comment. Upon a call for the vote, the motion carried unanimously.

b. Vice-Chair

Ed Atwell, UNR, nominated and moved to appoint Ryan Sommers, North Lake Tahoe Fire Protection District, as Vice-Chair; Member Sommers accepted the nomination. Charlie Moore, Truckee Meadows Fire Protection District, provided the second. There were no further nominations or Committee discussions. There was no response to the call for public comment. Upon a call for the vote, the motion carried unanimously.

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c. Secretary

Jenn Felter, Washoe County, nominated and moved to appoint Charlie Moore, Truckee Meadows Fire Protection District, as Secretary. Member Moore accepted the nomination. Jim Kindness, City of Sparks, seconded the motion. There were no further nominations or Committee discussions. There was no response to the call for public comment. Upon a call for the vote, the motion carried unanimously.

5. RADIO SYSTEM INTERFERENCE UPDATE [Non-action item] – An update and discussion on recent issues with radio interference and poor end-user audio quality in the Washoe County Regional Communication System (WCRC) service area. *Quinn Korbolic*

Quinn Korbolic, Washoe County Technology Services, reviewed the [presentation](#) (slides 2-4) for this agenda item sharing that through the combined efforts of local resources, a national resource and the Federal Communications Commission (FCC), the issue has been identified. The issues has accelerated the process to establish a process for bi-directional amplifier (BDA) registration and maintenance. An after-action report is being drafted and will be shared after completion of the FCC's investigation into the BDA that was responsible for the interference. There was discussion of the impacts and causes of interference and noise. There was appreciation for being able to identify the challenges with unregistered, uninspected, and unmaintained BDAs prior to bringing more people on to the system. There was discussion of the proposed changes to County and Fire codes and regulations to integrate review of BDAs as part of the fire system and/or electrical permitting. As part of the proposed new process, maintenance would be recommended every-six months or annually and would incorporate reminders from Washoe County.

In response to Chair Moore's questions, Seth Daniels, NDOT, shared NDOT had some encounters with this issue but not to the extent Washoe County has experienced but was taking note of the issues to be on the lookout for. There was note of the involving the State Fire Marshal. Ryan Sommers, North Lake Fire Protection District, shared the information can also be brought-up at Fire Directors meeting and the need to keep in mind population caps regulate metro areas differently than rural ones.

6. WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM LEASE AGREEMENT FOR ASH FIELDS COMMUNICATION SITE [For Possible Action] – A review and discussion, and possible action to recommend that Washoe County execute a twenty-year lease agreement with Coleman Valley Ranch LLC., for an annual cost not to exceed [\$30,000] in Fiscal Year 2023/2024. *Quinn Korbolic, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, reviewed the [presentation](#) (slides 5-7) for this agenda item providing the details of the new site location and lease agreement. Jenn Felter, Washoe County, voiced concern with the ability to access the location with Raven if necessary in an emergency, noting there are often impacts to livestock. That specific concern was not explicit in the lease agreement so it would be necessary to review and clarify and the lease agreement could still be modified to incorporate if there's agreement. It was noted that a special meeting would be needed for review of the Addendum to the Washoe County P25 Radio System Interlocal Agreement and this item could be added to that agenda, if requested. It was recommended that staff clarify the concern with emergency access via helicopter and return to the Committee with feedback and the updated lease agreement.

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WCRCs Lease Agreement for Ash Field

- Lease agreement with Coleman Valley Ranch LLC.
- Washoe County Parcel 061-171-27
- One-half of one acre within Washoe County Parcel 061-171-27, centered at 41° 56.522'N 119° 50.890'W
- The ease term is twenty (20) years with automatic renewal annually thereafter.
- Two semi-annual lease fees in the amount of Fifteen Thousand (\$15,000), with the lease fee increasing every five years by 10%, with such increase effective on January 1, 2027, and every subsequent five years of this Agreement.

- 7. SELECTION OF 2023 QUARTERLY MEETING SCHEDULE** [For Possible Action] – A review, discussion and possible action to adopt a quarterly meeting schedule with the following options: 1) the third Friday of each quarter starting in April or 2) the third Thursday of each quarter, starting in April.

Ed Atwell, UNR, moved to adopt a meeting schedule to coordinate with the schedule of the 800 MHz Joint Operating Committee. Jenn Felter, Washoe County, seconded the motion. Upon a call for a vote, the motion carried unanimously.

- 8. P25 RADIO SYSTEM 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 P25 Radio System Joint Operating Committee is scheduled for April 21, 2023.

- Addendum to Interlocal Agreement (no changes to anticipated P25 costs)

- 9. PUBLIC COMMENT** [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 P25 Radio System Joint Operating Committee agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the P25 Radio System Joint Operating Committee as a whole.

There was no response to the response for public comment; none was provided in advance of the meeting.

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

The meeting adjourned at 11:09 a.m.

Approved as written in session August 3, 2023.