

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

P25 Joint Operating Committee

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

****Draft Meeting Minutes****

**Thursday, December 15, 2022
1:00 p.m.**

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

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

Agenda

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

The meeting was called to order at 1:00 p.m.; with only six voting members present, there were not enough members for a quorum of the Committee. Items Four and Five were reviewed. Member Pelt joined at 1:17 p.m. and the appointment letter from the City of Reno for Craig Franden was received leading to a second rollcall which rendered a quorum at 1:38 p.m.

Present

- City of Reno
 - City of Sparks
- Craig Franden (appointed during mtg.)
Jim Kindness



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

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|---|------------------------------|
| • North Lake Tahoe Fire Protection District | Ryan Sommers |
| • Pyramid Lake Paiute Tribe | Don Pelt (arrived 1:17 p.m.) |
| • Reno-Tahoe Airport Authority | Tracy Moore |
| • Truckee Meadows Fire Protection District | Charlie Moore |
| • UNR | Ed Atwell |
| • Washoe County School District | Mark Mathers |

Absent

- Nevada Air National Guard
- Reno-Sparks Indian Colony (vacant)
- Truckee Meadows Water Authority
- US Dept. of Veterans Affairs
- US DEA (vacant)
- Washoe County

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.

Cody Shadle, City of Reno Dispatch, expressed appreciation for the efforts to find the interference that has been impacting public safety communications. There was no further response to the call for public comment; no emails were submitted prior to the meeting.

3. **APPROVAL OF OCTOBER 21, 2022, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Ed Atwell, UNR, moved to approve the minutes as written. Charlie Moore, Truckee Meadows Fire Protection District, 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.

4. **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 (WCRCS) service area *Quinn Korbolic & Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, shared a formal investigation has been started with the Federal Communication Commission (FCC) after a bi-directional amplified (BDA) has been shut down after being identified as the cause of interference. It was determined that an antenna was pointing toward the sky and it was speculated that the input and outputs were swapped and the interference was riding on the systems signal. The FCC will contact that device owner to continue the investigation and will return with recommendations. There was discussion

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of the requirements for device licensing and the need to ensure that in large buildings it is necessary to have the ability to make fire and safety calls in and out of each floor. Appreciation was expressed for the team and additional resources that helped to find and resolve the issue. Mr. Korbulic indicated at some point, an after-action report will be brought forward to this committee. The full amount authorized to spend for this (\$75,000) was not spent; any new considerations for use of that budget will be brought forward to the Committee at a future meeting.

5. PRELIMINARY FISCAL YEAR 2023-2024 WCRCS (WASHOE COUNTY REGIONAL COMMUNICATIONS SYSTEM) BUDGET [Non-action item] – A review and discussion of the fiscal year 2023-2024 WCRCS Budget. *Quinn Korbulic & Melissa Lawney, Washoe County Technology Services*

Quinn Korbulic, Washoe County Technology Services, reviewed the [staff report](#) for this item providing a preliminary budget. He highlighted increased in capital for the purchase of a new vehicle and an increase in Professional Services.

WCRCS FY23/24 Proposed Budget Highlights
Overview of Budget Proposal: <ul style="list-style-type: none">• Total Radio Count increase of 208.5• 2.9% Operations budget increase over FY22 - 23.• Staff continues to recommend the 10% contribution for Infrastructure enhancement.<ul style="list-style-type: none">○ Cost per radio <i>decrease</i> of \$1.14 per radio per year to \$255.87 (Operations only).
Operations: <ul style="list-style-type: none">• Total Operations Budget: \$1,812,813.31• Operations Budget increase: \$45,524.18• Covers 4.75 FTE staff including the Regional Communications Coordinator, a Sr. Network Engineer, and two Network Engineers.

Budget Worksheet Two included a twenty percent infrastructure contribution option as requested by Member Atwell. Member Atwell shared he'd like the twenty percent option which would mean Nevada Department of Transportation (NDOT), as one of the largest contributors, to help to cover future P25 costs after they've left the system, and therefore, lessen the additional contribution amounts for the other agencies resulting from P25 cost overruns.

Member Charlie Moore spoke to a desire to only budget for what is needed, and the twenty percent infrastructure cost doesn't seem fair to NDOT. He pointed out that UNRs contributions were relatively small and would have minimal impact from any increases or additional contributions required in the future and questioned the need to beleaguer the budget process and seeming aggression toward NDOTs change in relationship with the move to the P25 system. Member Atwell indicated he felt that the Washoe County system would still remain responsible for NDOTs radios after the switchover and would still use a large portion of the system and yet not continue to contribute to the operations and maintenance of it.

Jake Grivette, NDOT, spoke in strong disagreement with Member Atwell's assertions, stressing that NDOT is in no way abandoning Washoe County. NDOT will continue to be an infrastructure partner, taking on a large portion of support for the statewide system, and providing sites within the area primarily for WCRCS member usage.

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Chair Moore spoke in agreement with Mr. Grivette's statements and appreciation for the continued partnership. The system needs to be kept up and running. Absent a stable funding source at the state level, resources need to be planned for regionally. He shared he has the utmost confidence in staff to manage the resources and bring forth options to the member agencies. He spoke to the need for all agencies to participate in the conversations and the need to maintain regional relationships and be mindful of spending taxpayer dollars.

Chair Moore spoke to the need for agencies to seek approval for additional funding either way, whether through an increase in infrastructure contributions or as part of the P25 system contributions. It was noted that an addendum to the Interlocal agreement has been drafted and is available for review.

Mr. Korbolic shared Washoe County had received a letter from the City of Reno appointing Craig Franden as an alternate member. Chair Moore requested a rollcall vote which resulted in eight members being present, enough for a quorum (1:38 p.m.).

- 6. P25 SYSTEM CONSTRUCTION COST INCREASES** [For Possible Action] – A review, discussion, and possible action to provide direction to staff related to cost increases for greenfield P25 Radio Site(s) civil construction, including radio towers, equipment shelters, and power systems. The review and discussion of the cost increases will include but not be limited to a review of specific cost increases by radio site; project budget, expenditures, fund balance, potential costs per agency; project and funding timeline; and a discussion of terms of a possible agreement for payments. *Quinn Korbolic & Melissa Lawney, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, reviewed the [presentation](#) for this item focusing on requests and updates since the last review of the system needs and payment options. There is approximately \$7.2 million remaining in the project funds with estimated remaining costs totally approximately \$11.2 to 11.5 million, leaving a gap in funding of \$4.2 million (maximum). He reviewed the recommended cost scenario and related cost breakdown and cost by agency. He expressed appreciation to NDOT for taking the lead on interactions with the Bureau of Land Management (BLM). There was discussion of staging the payments based on most current construction costs and closer to the time when projects, particularly greenfield sites, are to be developed. Two per agency cost scenarios were provided: one utilizing WCRCS Infrastructure funds (recommended) and one not.

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P25 Site Construction – Recommended cost scenario

- **Scenario: Sites on BLM land are delayed due to long permitting timelines.**
- Sites Impacted: Smokey Quartz, Seven Lakes
- **This scenario is likely to occur regardless of committee decision.**
- Pros:
 - Costs for BLM sites will be delayed by one year (based on current Schedule), allowing us to spread costs over 2+ years.
- Cons:
 - Delays addressing two biggest needs for coverage improvement (Red Rock, Rancho Haven, Fish Springs; areas of Sparks & Spanish Springs).
 - Delaying construction introduces risk that costs will increase.
 - Delaying construction may require two Acceptance phases for the microwave equipment.



Available WCRCS Funds for Construction FY24 – FY26

- **Debt Service Fund ~\$126k**
- WCRCS unappropriated funds:
 - Infrastructure: ~\$215k (by the end of FY23)
 - Expansion: ~\$20k
 - Operations: ~\$15-215k (range)
 - **FY24 TOTAL: \$250k-\$450k**
 - **FY25 \$180k infrastructure contribution***
 - **FY26 \$180k infrastructure contribution***
- **Total WCRCS Infrastructure funds: \$810k**

*Assumes JOC approval 10% Infrastructure contribution


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 Costs by Agency – Recommended Scenario: Less \$810k (WCRCS Infrastructure)						
Agency	Radio IDs June 30, 2022	Percent Share June 30, 2023	Agency Contribution FY24	Agency Contribution FY25	Agency Contribution FY26	Total Agency Contribution FY24- FY26
Reno Tahoe Airport Authority	278	4.88%	\$75,660.56	\$75,660.56	\$15,971.63	\$167,292.75
US Drug Enforcement Agency	26	0.46%	\$7,076.17	\$7,076.17	\$1,493.75	\$15,646.08
Pyramid Lake Paiute Tribe	85	1.49%	\$23,133.62	\$23,133.62	\$4,883.41	\$51,150.66
City of Reno	1,310	22.99%	\$356,529.98	\$356,529.98	\$75,262.00	\$788,321.96
Reno Sparks Indian Colony	70	1.23%	\$19,051.22	\$19,051.22	\$4,021.63	\$42,124.07
City of Sparks	468	8.21%	\$127,371.01	\$127,371.01	\$26,887.49	\$281,629.52
Truckee Meadows Fire & Rescue	335	5.88%	\$91,173.70	\$91,173.70	\$19,246.39	\$201,593.78
Nevada System of Higher Education, UNR, TMCC	76	1.33%	\$20,684.18	\$20,684.18	\$4,366.35	\$45,734.71
North Lake Fire Protection District	113	1.98%	\$30,754.11	\$30,754.11	\$6,492.07	\$68,000.29
US Department of Veteran's Affairs	23	0.40%	\$6,259.69	\$6,259.69	\$1,321.39	\$13,840.77
Truckee Meadows Water Authority	106	1.86%	\$28,848.99	\$28,848.99	\$6,089.90	\$63,787.88
Washoe County School District	1,157	20.31%	\$314,889.45	\$314,889.45	\$66,471.86	\$696,250.77
Air National Guard	30	0.53%	\$8,164.81	\$8,164.81	\$1,723.56	\$18,053.17
Washoe County	1,620	28.44%	\$440,899.66	\$440,899.66	\$93,072.10	\$974,871.43
WCRCS Infrastructure			\$300,000.00	\$300,000.00	\$210,000.00	\$810,000.00
TOTAL	5,697		\$1,850,497.16	\$1,850,497.16	\$537,303.54	\$4,238,297.85

In response to Member Mathers, Mr. Korbolic shared the cost distribution over the three fiscal years to avoid the largest impact in FY25. Member Mathers acknowledged the tough position of staff to anticipate costs, with some based on BLM approvals, that may later lead to increased delays and costs that exceed the original budget. He voiced concern with needing to repeat this process by relying on estimates for projects that may not be realized for several years; and the challenge with the existing contract with Harris not providing cost certainty. He spoke to a preference to move forward with a pay-as-you go approach (though has some cost uncertainty) or a Construction Manager at Risk (CMAR) approach. He spoke in favor of cost controls being put on Harris and bounds on the contract this time. There was discussion of moving to a CMAR approach for Red Peak and the remaining greenfield costs though the challenge with timing will remain. A main objective is to get these potential costs to the agencies in advance. The Addendum to the Interlocal provides that any excess funds will reduce FY26 contributions.

Member Moore noted there may be funding available through the Homeland Security Commission. Chair Moore spoke in agreement and to the importance of maintain a public safety system and provide coverage where none exists now creating risk. There was discussion of pursuing BLM grants and working with Lexipol, an organization focusing on first-responder grants for telecommunications.

In response to Chair Moore's question about NDOT's experience with grants and alternative funding, Mr. Grivette shared they were also experiencing cost overruns from original quotes provided by Harris driven by inflation, supply chain and the insertion of a prevailing wage requirement (3x). The project had previously been determined by the State Attorney General not to be subject to prevailing wage, subsequently, the State Supreme Court took actions leading to a change in law resulting in prevailing wage being required. Chair Moore expressed interest in working with Member Moore and NDOT to pursue grant funding.

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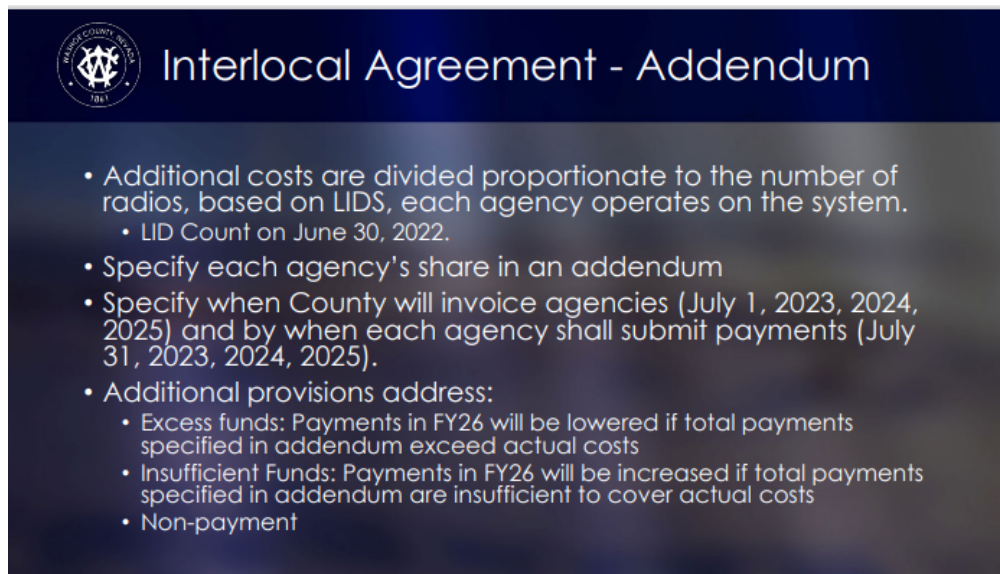
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Mr. Korbolic suggested if the pay-as-you go model is preferred, additional FY24 contributions could be skipped, and costs re-evaluated moving into the budget process for FY25. He provided an overview of the draft Interlocal Agreement Addendum. He acknowledged the concern that costs may again increase which is may be a challenge to address based on the way the current draft is worded. He also reviewed alternative options Washoe County is considering to help with cost controls. He shared conversations with Harris to share in the cost overruns have been disappointing to date but will continue.



The slide features the Washoe County logo on the left and the title "Interlocal Agreement - Addendum" in white text on a dark blue background. Below the title, a list of bullet points is displayed in white text on a dark grey background. The bullet points are: "Additional costs are divided proportionate to the number of radios, based on LIDS, each agency operates on the system." (with a sub-bullet "LID Count on June 30, 2022."), "Specify each agency's share in an addendum", "Specify when County will invoice agencies (July 1, 2023, 2024, 2025) and by when each agency shall submit payments (July 31, 2023, 2024, 2025).", and "Additional provisions address:" (with sub-bullets: "Excess funds: Payments in FY26 will be lowered if total payments specified in addendum exceed actual costs", "Insufficient Funds: Payments in FY26 will be increased if total payments specified in addendum are insufficient to cover actual costs", and "Non-payment").

Member Mathers suggested possibly providing different payment options (prepay, pay-as-you-go, periodic invoicing) to the agencies so they could select a method that fits for each. For his agency, he'd prefer three equal payments. Mr. Korbolic shared that equal payments may not provide enough funding for FY25. It was agreed that timelines have been optimistic. Member Moore shared his preference to know the expected costs for future years. There was discussion of the challenges with the ability to obligate funds for future years. FY24 fund projection is approximately \$80,000 short based on current estimates.

Charlie Moore, Truckee Meadows Fire Protection District, move to direct staff to bring back options for funding cost increases to include pay-as-you-go, payment over time, grants, estimates of impacts per agency, and draft appropriate language to the Interlocal. Mark Mathers, Washoe County School District, provided the second. There was no further Committee discussion, or response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

7. 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 January 20, 2023.

- Grant funding research (Tracy Moore, Charlie Moore)
- Separate Budget Item from Interlocal Item

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- 8. 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.

Charlie Moore, Truckee Meadows Fire Protection District, spoke to the radio system being the most mission critical part of his agency. He appreciates contributions of staff and agency representatives and recognize contention of budget-related items. He encouraged all participants to stay focused on strategic objective to have a working radio system that serves all needs.

There was no further response to the call for public comment.

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

The meeting adjourned at 2:41 p.m.

DRAFT