

WASHOE COUNTY REGIONAL 800 MHZ COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

Minutes

Thursday ~ July 17, 2014 ~ 10:00 a.m.

**REGIONAL EMERGENCY OPERATIONS CENTER
5195 SPECTRUM BOULEVARD, RENO, NEVADA**

1. CALL TO ORDER AND ROLL CALL (Non-action item)

Chair Sommers called the meeting to order at 10:00

PRESENT: Bryan Boren – Veterans Affairs Police; Richard Brooks – Nevada Department of Transportation; Richard Burger – Nevada Department of Transportation; Jeff Byrne – North Lake Tahoe Fire Protection District; Bonnie Conder – Reno Tahoe Airport Authority; Jake Conely – City of Sparks; Clay Griffin – Washoe County Sheriff's Office; Jon Kelley – Washoe County School District; Chris Ketring – Truckee Meadows Fire Protection District; Tim Leighton – Sierra Fire Protection District; Anthony Masten – Nevada Air National Guard; Duane Meyer – Washoe County Sheriff's Office; Tracy Moore – Washoe County School District; Jason Reynolds – Truckee Meadows Community College; Mike Shaffer – Washoe County School District; Ryan Sommers – North Lake Tahoe Fire Protection District; and Teresa Wiley – City of Sparks.

ABSENT: Lance Avansino – Reno Sparks Indian Colony; Steve Baker – Truckee Meadows Water Authority; Mike Brown – North Lake Tahoe Fire Protection District; David Curtis – Nevada Air National Guard; Geoff Daorno – Truckee Meadows Water Authority; Pat Dyer – City of Sparks; Ray Guzman – Reno Tahoe Airport Authority; Mike Henry – Pyramid Lake Paiute Tribe; Greg Herrera – Washoe County Sheriff's Office; Daniel Johnson – City of Reno; Dan Johnston – Truckee Meadows Community College; Patrick Kendrick – Drug Enforcement Administration; Rob Larson – City of Reno; Pat Lee – Washoe County Sheriff's Office; Charles Moore – Truckee Meadows Fire Protection District; Thomas Moore – Nevada Department of Transportation; Tom Nelson – Reno Tahoe Airport Authority; Pat Nielson – Truckee Meadows Water Authority; Todd Renwick – University of Nevada, Reno; Kevin Schaller – University of Nevada, Reno; and Jason Trevino – Washoe County School District.

A Deputy District Attorney was not present at this meeting.

2. PUBLIC COMMENTS (Non-action item)

There were no public comments.

3. APPROVAL OF MARCH 20, 2014 MINUTES (For possible action)

It was moved by Teresa Wiley, seconded by Duane Meyer, to approve the March 20, 2014, minutes, as submitted. MOTION CARRIED.

It was noted that there had not been a quorum for the May 15, 2014, meeting.

4. CORRESPONDENCE (Non-action item)

There was no correspondence.

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- 5. LID (Logical Identification Number) STATUS UPDATE** [For possible action] – *An ongoing review, discussion and possible recommendation to recommend that the 800 MHz Joint Operation Committee (JOC) approve, deny or otherwise modify recommendations to resolve LID issues with WCRCS (Washoe County Regional Communications System) Users.*
[continued from November 21, 2013]

Shawn Tayler – Regional Communications Coordinator, drew attention to the report distributed for the May 15, 2014, meeting and asked that each agency review the list of inactive radios. Mr. Tayler emphasized that there are only 74 LIDS (Logical Identification Number) left for allocation. Mr. Tayler stated that this list reflected only those radios that had been inactive for a minimum of one (1) year. Mr. Tayler explained that he could provide direct correspondence to member agencies that were not present advising that radios would be “turned off” by a certain date unless the agency responds.

Chair Sommers stated that he would approve such correspondence indicating that a failure to respond will result in the inactive radios being “turned off”.

Mr. Tayler stated he would refresh the report and add an agenda item for board approval of the correspondence and subsequent actions should an agency fail to respond.

- 6. FUNDING REQUEST - MODIFICATION OF TWO (2) CROSS BAND PORTABLE REPEATERS** [For possible action] – *A review, discussion and possible action to recommend that the 800 MHz JOC (Joint Operating Committee) approve, deny or otherwise modify a request to fund the modification of the two (2) deployable cross band repeaters to allow linking the repeaters to provide greater coverage during major incidents in an amount not to exceed \$2,915.30.*

Jake Conely recalled the initial purchase of the two cross band repeaters that included solar panels and are stored at the REOC (Regional Emergency Operations Center) for use by member agencies as needed. This request will fund an upgrade to the existing repeaters thus increased the area of coverage as well as being able to link VHF to 800 MHz and 800 MHz to VHF.

It was moved by Duane Meyer, seconded by Teresa Wiley, to recommend that the 800 MHz JOC (Joint Operating Committee) approve the funding to modify the two (2) deployable cross band repeaters to allow linkage of the repeaters to provide a great coverage area in an amount not to exceed \$2,915.00. MOTION CARRIED.

- 7. SYSTEM STATUS UPDATE** (Non-action item) – *An informational update on the operational status of the 800 MHz Communication System.*

Shawn Tayler – Regional Communications Coordinator, drew attention to the monthly report previously distributed (copy on file). Mr. Tayler outlined the scheduled maintenance and alignment of mountain top equipment that will occur over the next several weeks.

Responding to Jake Conely’s inquiry about the spike in emergency calls, Mr. Tayler explained that once a channel has declared an emergency all traffic on that channel is included in the county until such time as the emergency has cleared. Additionally, some software issues have been identified that may cause a phantom emergency situation on equipment that has not yet had the upgrade

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applied. Mr. Tayler noted that this occurs across the communications systems shared with NV Energy and NDOT (Nevada Department of Transportation). Mr. Tayler pointed out that software updates have been applied to the Washoe County system.

8. NEVADA DISPATCH INTERCONNECT PROJECT UPDATE [Non-action item] – *An informational update on the Nevada Dispatch Interconnect Project.*

Chris Magenheimer explained that grants had been completed as of June 30, 2014, and that the Carson City, Esmeralda, Lander, Humboldt Counties and NHP (Nevada Highway Patrol) had been connected. The Galena Group, Inc. will work with the PSAP's (Public Safety Answering Point) training to bring the system online. Mr. Magenheimer asked that this item be removed from future agendas.

Gwen Brandenburg, The Galena Group, Inc., noted that Washoe County training had been completed and that she is developing a regional training session.

9. COMMUNICATIONS SYSTEM AND RADIO UPDATE [For possible action] – *A review, discussion and possible direction to staff on the change-over to newer technology radio system and radios as current models are being phased out.*

Shawn Tayler – Regional Communications Coordinator, noted that many radios currently in use are reaching end of life and reminded member agencies to be sure that replacement radios are P25 Phase 2 compliant or upgradable at minimal cost to assure that the new radios will continue to work as the communications system transitions over the next few years.

10. PSLE AND PS EVENT CHANNELS FOR PLANNED AND UNPLANNED EVENTS [Non-action item] – *An informational update and discussion of PSLE and PS Event Channels for planned and unplanned events.*

Shawn Tayler – Regional Communications Coordinator, noted that there has been some concern expressed about the allocation of PSLE-1 (Public Safety Law Enforcement), PSLE-2 and PS-Event channels. Mr. Taylor explained that the PS-Event channels are in place for planned major events that typically include multi-jurisdictional responses whereas the PSLE 1 and PSLE2 and PSFire are for unplanned emergency incidents. Mr. Tayler noted that a profile is being developed for HazMat responses and pointed out that the radios are capable of handling up to 64 pages. There has been some discussion about developing a planned event page.

During the discussion it was noted that some NHP (Nevada Highway Patrol) users had indicated that their radios did not include the PSLE channels. It was pointed out by Richard Burger – NDOT (Nevada Department of Transportation), that NHP radios are programmed with the PSLE channels on page 5 and may need to be reminded that the channels are available and how to use them.

Suzy Rogers – Reno ECOMM (Emergency Communications Center), suggested that the dispatch centers be allowed to provide oversight as the Reno ECOMM tends to be the default dispatch center even though it has been emphasized that the Reno center should be the default only during an emergency situation.

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Chair Sommers asked that an agenda item be developed to discuss the development of a regional calendar of planned special events that can be discussed at the September 18, 2014, meeting.

Tracy Moore noted that the Active Assailant Plan is nearing completion and that he believes that PSLE 1 and PSLE 2 should be on the first page of all law enforcement radios. Mr. Moore noted that the region's fire agencies will be in charge of staging.

11. STATUS UPDATE ON AGENCY REVIEW OF THE PROPOSED INTERLOCAL AGREEMENT MODIFICATIONS (Non-action item) – *An informational update of the approval process undertaken by member agencies WCRCS (Washoe County Regional Communications System) Interlocal Agreement.*

Shawn Taylor noted that NDOT (Nevada Department of Transportation), and WCSD (Washoe County School District) had indicated their legal counsel had no issues with the proposed modifications and that he is waiting for response from Washoe County, Reno, Sparks and TMFPD (Truckee Meadows Fire Protection District).

Jake Conely commented that the City of Sparks legal counsel and City Manager were reviewing the proposed changes.

12. COMMUNICATIONS PLAN AND USE OF MUTUAL AID FREQUENCY DURING A SYSTEM FAILURE (For possible action) – *Technical Working Group review and update on SOG (Standard Operating Guidelines), including update on work done to-date as well as goals and publication of the guide, that includes the Interlocal Agreement and rules for usage of the system as well as an inventory of command vehicles, other mobile equipment and protocols for deployment during critical emergency incidents for current and future users of the regional communications system.*

Jake Conely drew attention to the notes distributed with the meeting notice and asked for a motion to recommend that the JOC (Joint Operating Committee) provide guidance on how to proceed with a system-wide radio training program.

It was moved by Tim Leighton, seconded by Tracy Moore, to recommend that the 800 MHz JOC (Joint Operating Committee) approve the training procedures and guidance on how to proceed with the development on end user training. MOTION CARRIED.

13. 800 MHZ USERS COMMITTEE MEMBER/STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS (Non-action item) – *No discussion among 800 MHz Users Committee members will take place on this item. The next regular meeting is scheduled on September 18, 2014.*

Shawn Tayler introduced Mike Key who will assist in site maintenance.

The September 18, 2014, meeting agenda may include, but is not limited to: 1) Discussion and recommendation on development of an end user training program; and 2) Approval of a letter to 800 MHz Communications System User agencies on LID's (Logical Identification Number) that have been

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inactive for a year or more and the intent it remove those LID's from the system to free up LID's for other agency use.

14. PUBLIC COMMENTS (Non-action item)

There were no public comments.

15. ADJOURNMENT (Non-action item)

Chair Sommers adjourned the meeting at 10:35 a.m.

AS APPROVED BY THE 800 MHz USERS COMMITTEE IN SESSION ON SEPTEMBER 18, 2014.