

WASHOE COUNTY REGIONAL 800 MHZ COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

Minutes

Thursday ~ March 20, 2014 ~ 10:00 a.m.

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

1. CALL TO ORDER, ROLL CALL AND INTRODUCTION OF NEW MEMBER (Non-action item)

Chair Sommers called the meeting to order at 10:04 a.m. A quorum was established.

PRESENT: Ed Atwell – University of Nevada, Reno; Bryan Boren – Veterans Affairs; Richard Brooks – Nevada Department of Transportation; Jeff Bryne – North Lake Tahoe Fire Protection District; Jake Conely – City of Sparks; David Curtis – Nevada Air National Guard; Pat Dyer – City of Sparks; Clay Griffin – Washoe County Sheriff's Office; Ray Guzman – Reno Tahoe Airport Authority; Rob Larson – City of Reno; Duane Meyer – Washoe County Sheriff's Office; Thomas Moore – Nevada Department of Transportation; Mike Shaffer – Washoe County School District; Ryan Sommers – North Lake 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; Richard Burger – Nevada Department of Transportation (DPS); Bonnie Conder – Reno Tahoe Airport Authority; Geoff Daforno – Truckee Meadows Water Mike Henry – Pyramid Lake Paiute Tribe; Greg Herrera – Washoe County Sheriff's Office; Daniel Johnson – City of Reno; Dan Johnston – Truckee Meadows Community College; Jon Kelley – Washoe County School District; Patrick Kendrick – Drug Enforcement Administration; Chris Ketring – Sierra Fire Protection District/Truckee Meadows Fire Protection District; Pat Lee – Washoe County Sheriff's Office; Tim Leighton – Sierra Fire Protection District; Charles Moore – Truckee Meadows Fire Protection District; Tracy Moore – Washoe County School District; Tom Nelson – Reno Tahoe Airport Authority; Pat Nielson – Truckee Meadows Water Authority; Todd Renwick – University of Nevada, Reno; Jason Reynolds – Truckee Meadows Community College; and Jason Trevino – Washoe County School District.

Terry Shea – Deputy District Attorney, was also present.

2. PUBLIC COMMENTS (Non-action item)

Ed Atwell – UNR (University of Nevada, Reno), stated that this would be his last meeting and introduced Kevin Schaller who will be assuming many of his duties.

Jeff Johnson - Epic Marketing, explained that he represents Kenwood and other radio manufacturers, including EF Johnson, Kenwood just bought EF Johnson, Pyramid - Vehicular repeaters, Raytheon Consoles, Otto - Speaker Microphones and headsets, as well as Anristu - LMR P25 Test equipment. Mr. Johnson stated that he was present to observe.

Jake Conely – Sparks Fire Department, introduced Jeff Streeter – IT Specialist for Sparks Fire Department.

3. APPROVAL OF JANUARY 16, 2014 MINUTES (For possible action)

Hearing no public or board comment Chair Sommers asked for a motion.

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It was moved by Duane Meyer, seconded by Teresa Wiley, to approve the January 16, 2014, minutes, as submitted. MOTION CARRIED.

4. CORRESPONDENCE (Non-action item)

There was no correspondence.

5. MODIFICATION OF THE INTERLOCAL AGREEMENT (For possible action) – *A review, discussion and possible recommendation to the Joint Operating Committee to approve, deny or otherwise modify the WCRCS (Washoe County Regional Communications System) Interlocal Agreement, as amended.*

Shawn Tayler – Regional Communications Coordinator, drew attention to the most current version of the agreement noting that he had received comments from some member agencies. The intent is to provide input and recommendation to the JOC (Joint Operating Committee) so that the final document can be presented to the six (6) original parties. Mr. Tayler outlined some of the modifications made that include a provision for the JOC to make certain changes without having to seek approval of the original signing agency's elected bodies. Other modifications include a revision that allows the JOC to determine applicability of the backbone buy-in costs.

Terry Shea – Deputy District Attorney, explained that the revision that allows the JOC to make changes without elected body approval is in the form of interpretation of issues with the advice of legal counsel, which will be added in date/time sequence as shown in Attachment D.

Mr. Tayler then noted that JOC membership, which currently requires the City and County Manager to serve on the JOC has been modified to allow the manager to appoint a designee as well as changes that allow Alternates to serve as Board Officers, thus moving the individual to the primary position for their respective agency. Mr. Tayler then clarified the Section 4 Sub 4.2 on co-licensing pertained to those frequencies used for interoperability through the WCRCS (Washoe County Regional Communications System) system. Additionally Section 5 5.4 incorporates amendments made in 2005 into the main document, when REMSA (Regional Emergency Medical Services Authority) joined the system as a sponsored agency.

During the discussion there was some concern expressed about the co-licensure of frequencies language. It was pointed out that the 800 MHz Users Committee would make recommendations to the JOC who may decide to make other modifications before sending on to original signers of the agreement. As the discussion continued, it was also noted that this provision would also allow the 800 MHz JOC and Users to provide governance on future technologies that may be added in the future such as 700 MHz and other frequency bands that may become available.

It was moved by Ed Atwell, seconded by Duane Meyer, to recommend that the 800 MHz Joint Operating Committee (JOC) approve the WCRCS (Washoe County Regional Communications System) Interlocal Agreement, as amended.

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There was additional discussion during which it was suggested that the motion be amended such that the 800 MHz Users Committee and 800 MHz JOC recommend the co-licensure of additional frequencies.

Mr. Atwell declined the suggested amendment.

Chair Sommers closed public comment and called the question.

MOTION CARRIED.

- 6. INTERLOCAL AGREEMENT FOR COST SHARING OF UPGRADING THE FIVE (5) VIDA (Voice, Interoperability, Data, and Access) IP (Internet Protocol) SWITCHES** – [For possible action] – *A review, discussion and possible recommendation to recommend that the 800 MHz Joint Operation Committee (JOC) approve, deny or otherwise modify an Interlocal agreement to split the cost of upgrading the five VIDA IP Switches to SR10A with the Nevada Department of Transportation (NDOT) Users.*

Shawn Tayler – Regional Communications Coordinator, drew attention to the Interlocal agreement with NDOT (Nevada Department of Transportation) which will share the cost of the upgrade of the five (5) VIDA (Voice, Interoperability, Data, and Access) IP (Internet Protocol) switches. Mr. Tayler noted that the upgrade further enhances interoperability and allows the sharing of the costs and benefits equally.

Hearing no public comment Chair Sommers asked for board discussion or a motion.

It was moved by Jake Conely, seconded by Thomas Moore, to recommend that the 800 MHz Joint Operating Committee (JOC) approve the Interlocal Agreement for cost sharing of upgrading the five (5) VIDA (Voice, Interoperability, Data, and Access) IP (Internet Protocol) Switches, as written. MOTION CARRIED.

- 7. 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.*

Shawn Tayler – Regional Communications Coordinator, commented that fewer than 80 LIDs (Logical Identification Number) remained and that he continues to work with NDOT (Nevada Department of Transportation) to identify additional LIDs. Mr. Tayler reiterated his request for member agencies to review their inventory of radios and identify any that might not be in use.

Responding to Chair Sommers' inquiry about a usage report of the Washoe County LIDs over a specific timeline, Mr. Tayler explained he could provide that information and questioned how the board wished to receive the information either by agency or as a complete list of inactive LIDs. Mr. Tayler noted that the report would be the same amount of work regardless of the desired format.

Member Atwell suggested a list showing the lids each agency and the last time the LID was used.

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It was moved by Teresa Wiley, seconded by Duane Meyer, to direct that staff prepare and distribute a list of LIDs (Logical Identification Number) that have not been used in the past year by agency. MOTION CARRIED.

Mr. Tayler stated he would provide the information at the May 15, 2014, meeting.

- 8. AREAS OF LIMITED COMMUNICATIONS** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a proposal to secure a cost estimate to conduct a study of options to address communications coverage issues.*

Shawn Tayler – Regional Communications Coordinator, drew attention to the list of limited communications areas and explained that the primary areas of concern include: 1) the east bound I-80 corridor toward Wadsworth (Nevada); 2) Southern Spanish Springs, including the large box retail outlets that have communications issues; and 3) Red Rock Road. Mr. Tayler asked for comments or other areas of limited communications that should be included in the list.

Chair Sommers noted that this project would require funding and/or the development of a work-around such as a map of limited communications areas showing the location of responders and their location in such areas so that dispatch is aware that there will not be a response in those specific areas.

Hearing no public comment Chair Sommers directed that this remain on the agenda.

No specific action was taken.

- 9. BI-DIRECTION AMPLIFIER (BDA) UPDATE** [Non-action item] – *An informational update a bidirectional amplifier at John Ascuagua's Nugget (Sparks, Nevada). The proposed enhancement will provide radio coverage within the facility where there is little or no radio capability today and where special events create the need for interoperable communications.*

Stu Cronan – The Galena Group, Inc., recalled the active shooter incident at the Nugget during Street Vibrations and the “black hole” for radio communications in the area under the I-80 freeway. Mr. Cronan noted that The Galena Group, Inc., had been asked to produce and RFI (Request for Information) to determine the cost to mitigate the communications issues. The RFI is now completed and will be made public after discussion is complete on whether the City of Sparks or Washoe County would take the lead in issuing an RFP (Request for Proposal).

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

Shawn Tayler – Regional Communications Coordinator, commented that the system continues to operate at its normal level of operations with no critical issues other than some UPS (Uninterrupted Power System), which have not yet been converted to DC power. A recent test of the DC power at the NOC (Network Operations Center) increased the run time from about 35 minutes to 5.5 hours. Mr. Tayler outlined the issues experienced with the Metro system was due to the replacement of a battery in the oscillator. As the oscillator came back on-line there was some distortion cause due to

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an 80-millisecond delay. The issue has been corrected and the manufacturer has indicated that this is a rare malfunction and provided a workaround should there be a similar issue in the future.

11. 800 MHz REBANDING PROCESS AND MANAGEMENT PLAN (Non-action item) – *An informational report on the final stages of the rebanding of 800 MHz frequencies.*

Gwen Brandenburg – The Galena Group, commented that the process has been completed and that Washoe County has received the final payment.

12. CO-LOCATION SERVICES AT THE FOX MOUNTAIN SITE [For possible action] – *An ongoing review, discussion and possible action to recommend that the 800 MHz Joint Operating Committee (JOC) approve, deny or otherwise modify the Allied Nevada Gold Corporation's request for use of WCRCS (Washoe County Regional Communications System) generated power for the Fox Mountain Repeater site building and antenna tower.*

Shawn Tayler – Regional Communications Coordinator, noted that Allied Nevada Gold Corporation has been a tenant at the Fox Mountain location for about a year and was supposed to have vacated Washoe County owned property by December 31, 2013. It now appears that the equipment will be removed within the next several days to a site on the Playa on the Black Rock Desert near Gerlach (Nevada). Mr. Tayler believes that Washoe County has been in contact with Allied Nevada Gold Corporation about any additional rents for the overstay. Mr. Tayler will provide an update at the May 15, 2014, meeting.

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

Chris Magenheimer noted that progress is being made in several centers with an install at the REMSA (Regional Emergency Medical Services Authority) dispatch center. An on-line solution has been identified with Sierra Electronics for the microwave connection between Carson City and the Douglas County station. A Purchase order has been issued to update console at the Carson City facility and staff is waiting for a quote for the Esmeralda project. Equipment for Eureka County is on hand and a solution is in process to address the fiber connection from the Sheriff's Office. Additionally, NDOT (Nevada Department of Transportation) is assisting with the I-80 solution. Mr. Magenheimer believes that several of the rural counties should be on-line by the May 15, 2015, meeting.

Gwen Brandenburg – The Galena Group, Inc., noted that she is working with the Dispatch Centers in Washoe County to provide training and will reach out to provide training to REMSA as well. The intent is to have training occur up front rather than wait until issues arise.

14. 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, commented that this was mostly an informational update and reminded member agencies that the system may expand to include 700 MHz as well. Mr. Tayler strongly encouraged member agencies purchasing new equipment to make

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sure that the equipment would be compatible when the communications systems transitions to the second generation P25 platform.

Duane Meyer left the meeting at 10:47 a.m.

Mr. Tayler encouraged member agencies to contact him directly with any questions so that bids meet system requirements before making a purchase.

No specific action was taken.

- 15. 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 today 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 provided an overview of the work done to date on the Users Guide Booklet and emphasized the need for radio training not only with new hires but also experienced field personnel. Mr. Conely pointed out that the guide is only beneficial when it is within easy reach when needed. During the active shooter incident at a Sparks Middle School, many responders did not know how to move to the next page thus increasing the risk of serious injury. Mr. Conely also noted that when a significant number of individuals try to access a specific frequency such as PSLE1, no one is able to talk due to the sheer volume of users attempting to use the frequency at one time. Mr. Conely noted that law enforcement, like fire fighters, have specific areas of expertise such as the ability to field strip a weapon or a firefighter knowing the line pressure of various sized hoses. Mr. Conely emphasized that radio training should be part of the academy for training new hires as well as an ongoing function of each agency. Mr. Conely suggested that perhaps this body could develop a training program that the JOC (Joint Operating Committee) can incorporate with specific penalties for failure to provide adequate training. Mr. Conely emphasized that a lack of knowledge on the functions of the radio can be deadly to a first responder that is unable to hear or communicate. Mr. Conely suggested that perhaps the JOC could include a budget item to fund training materials that member agencies can use in routine training programs. Mr. Conely pointed out that the user booklets would include photographs of all radios currently on the system with instructions on how to find mutual aid channels.

Ed Atwell pointed that UNR (University of Nevada, Reno) Police periodically do a roll call that includes finding the channel the roll call is being conducted on with it officers.

George Molnar – SWIC (Statewide Interoperability Coordinator), acknowledged Mr. Conely's comments and noted that the Statewide Communications Interoperability Plan speaks to responder training issues and may be useful to this body.

Responding to Chair Sommers' inquiry about proposed language for a motion, Mr. Molnar stated he would not presume to suggest a motion but will work with designees to move the training program forward.

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During the discussion it was suggested that information be provided to the JOC who may be able to influence member agencies to implement/require training programs on the use of radios and perhaps provide funding for various training materials that are in process and nearing completion.

Stu Cronan – The Galena Group, Inc., noted that the intent from the Technical Working Group is to raise the JOC's awareness of training and safety issues. Mr. Cronan explained that the majority of users are not adequately trained on the functions of the radio system, especially in emergency incidents of a regional nature. This issue also limits the use of the full capabilities of the WCRCS (Washoe County Regional Communications System). Mr. Cronan pointed out that the new communications system will most likely be more complicated than the existing system making it necessary to consider funding and/or agency requirements to provide radio training.

It was moved by Teresa Wiley, seconded by David Curtis, to recommend that the 800 MHz JOC (Joint Operating Committee) move forward with a communications plan, consider funding of training program being developed and encourage member agency participation in the training program. MOTION CARRIED.

- 16. 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 May 15, 2014.*

Jake Conely suggested an agenda item to purchase additional equipment for the deployable repeaters that can link VHF to VHF or VHF to 800 MHz when deployed to cover larger areas.

Chair Sommers asked that member agencies review Appendix C of the Interlocal Agreement and provide comment to either Shawn Tayler – stayer@washoecounty.us or himself - rsommers@nltfpd.net to determine whether any agencies were missing or added to the agreement.

- 17. PUBLIC COMMENTS** (Non-action item)

Curtis Steadman drew attention to the upcoming IWCE (International Wireless Communications Expo, at the Las Vegas Convention Center, Las Vegas, Nevada. Mr. Steadman noted that member agencies could contact him at Curtis.Steadman@motorolasolutions.com for passes to the exhibit hall.

Jake Conely pointed out that additional information can be found on the webpage: <http://www.iwceexpo.com/iwce2014/public/enter.aspx>. Mr. Conely pointed out that this is one of the largest exhibitions on wireless communications and is scheduled next week, March 24 through 28, 2014.

Chair Sommers expressed his appreciation to Ed Atwell for his service to the 800 MHz Users and Joint Operating Committee and wish him good luck in his retirement.

Ed Atwell thanks the Chair for his well wishes.

- 19. ADJOURNMENT** (Non-action item)

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Chair Sommers adjourned the meeting at 11:09 a.m.

AS APPROVED BY THE 800 MHz USERS COMMITTEE IN SESSION ON JULY 17, 2014.