

WASHOE COUNTY REGIONAL 800 MHZ COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

Minutes

Tracy Moore, Chair
Rob Larson, Vice-chair
Tom Moore, Secretary

Thursday ~ May 19, 2016 ~ 10:00 a.m.

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

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

Vice-chair Larson called the meeting to order at 10:03 a.m. A quorum was established.

PRESENT: Jeff Bryne – North Lake Tahoe Fire Protection District; Richard Burger – Nevada Department of Transportation; Bonnie Conder – Reno Tahoe Airport Authority; Geoff Daferno – Truckee Meadows Water Authority; James Hawthorne – University of Nevada, Reno; Jon Kelley – Washoe County School District; Chris Ketring – Truckee Meadows Fire Protection District; Rob Larson – City of Reno; Anthony Masten – Nevada Air National Guard; Thomas Moore – Nevada Department of Transportation; Keith Mullen – City of Sparks; Mike Shaffer – Washoe County School District; Jim Whalen – Nevada Department of Transportation; and Paul Wiley – City of Reno. David Paulon – Pyramid Lake Paiute Tribe, joined the meeting at 10:15 a.m.

ABSENT: Bill Ames – Washoe County Sheriff's Office; Ed Atwell – University of Nevada, Reno; Lance Avansino – Reno Sparks Indian Colony; Steve Baker – Truckee Meadows Community College; Bryan Boren – Veterans Administration; David Curtis – Nevada Air National Guard; Pat Dyer – City of Sparks; Andy Gebhardt – Truckee Meadows Water Authority; Clay Griffin – Washoe County Sheriff's Office; Ray Guzman – Reno Sparks Indian Colony; Dan Johnston – Truckee Meadows Community College; Patrick Kendrick – Drug Enforcement Administration; Tim Leighton – Sierra Fire Protection District; Remy Mauro – Reno Tahoe Airport Authority; Charles Moore – Truckee Meadows Fire Protection District; Tracy Moore – Washoe County School District; Tom Nelson – Reno Tahoe Airport Authority; Todd Renwick – University of Nevada Reno; Jason Reynolds – Truckee Meadows Community College; Don Pelt – Pyramid Lake Paiute Tribe; Ryan Sommers – North Lake Tahoe Fire Protection District; Jason Trevino – Washoe County School District; and Teresa Wiley – City of Sparks.

David Watts-Vial – Deputy District Attorney, was also present.

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

There were no public comments.

3. **APPROVAL OF MARCH 17, 2016 MINUTES** (For possible action)

Hearing no public comment Vice-chair Larson asked for Board discussion or a motion.

It was moved by Keith Mullen, seconded by Jon Kelley, to approve the March 17, 2016, minutes, as submitted. MOTION CARRIED.

4. **LID (Logical Identification Number) STATUS UPDATE** [For possible action] – *An ongoing review, discussion and possible recommendation to recommend that the 800 MHz Joint*

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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 after he fills the request for 9 LIDs only 3 of the remaining 12 will still be available. Mr. Tayler noted that a number of radios have been lost/stolen over time yet he is reluctant to reissues the LIDs until a final determination is made. Mr. Tayler explained that several technical issues have been corrected with the recently installed P25 upgrades, which may allow an offloading of some radios to the P-25 system. Mr. Tayler believes that the acceptance testing should be completed before the July meeting and that he will contact other agencies to determine their interest in testing the P-25 system that's in place.

There were no public comments and no specific action was taken.

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

Shawn Tayler – Regional Communications Coordinator, noted that access to the mountain top sites is starting to open as the snow levels dwindle. Crews are starting to conduct inspections and begin maintenance and repair work. During the inspections cooling systems will be inspected along with completion of remaining antenna replacements and upgrades to accommodate 700 MHz communications.

There were no public comments or specific action taken.

6. AREAS OF LIMITED COMMUNICATIONS [For possible action] – *An informational update review, discussion and possible direction to staff on the recently purchased P-25 Phase 2 equipment to cover the Rancho Haven/Red Rock Road and other areas.*

Shawn Tayler – Regional Communications Coordinator, commented that most of the technical issues on the P-25 system have been resolved and that the final testing for acceptance is underway. Mr. Tayler noted that the mobile repeater operates in a phase one capacity when being used as a repeater. To avoid capacity issues, Mr. Tayler would like to have the system fully in place and tested before placing it in operation.

There were no public comments or specific action taken.

7. COMMUNICATIONS SYSTEM RADIO UPDATE [For possible action] – *A review, discussion and possible direction to staff to work with NDOT (Nevada Department of Transportation), NV DPS (Nevada Department of Public Safety) and NV Energy on testing and evaluating possible new radio system technologies.*

Shawn Tayler – Regional Communications Coordinator, introduced Tom Moore – NDOT (Nevada Department of Transportation), who will provide an update on the system upgrade.

Tom Moore – NDOT, noted that progress with partner agencies, Washoe County and NV Energy to develop the RFP (Request for Proposal) is being made and that the governance and coverage

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components are also in process. It is hoped that the RFP will be completed and ready for distribution in September 2016 with a selection being made in early 2017.

David Paulson – Pyramid Lake Paiute Tribe, joined the meeting at 10:15 a.m.

8. 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, reminded members to contact his office before purchasing new equipment to assure compatibility with the incoming P-25 system that he believes could take 7 to 10 years to fully implement.

Suzy Rogers – Reno ECOMM, noted that the new base stations had not come with the priority tone feature.

There was no public comment or specific action taken.

9. ONLINE RADIO SYSTEM TRAINING [For possible action] – *A review, discussion and possible recommendation to the Joint Operating Committee (JOC) to purchase a site license of available online factory training for end user (mobile and portable) radio equipment and dispatch console operation.*

Shawn Tayler – Regional Communications Coordinator, recalled that the 800 MHz JOC (Joint Operating Committee) had been asked previous to fund a training program for end users of the WCRCS (Washoe County Regional Communications System). Mr. Tayler explained that similar training is also needed for dispatch centers as the consoles are upgraded. Mr. Tayler outlined a Harris Communications Training Program that provide up to 500 seats on the use of radios, consoles and related equipment. The request is to recommend that the 800 MHz JOC approve the expenditure of funds for a one year 500 seat training program. Mr. Tayler noted that the training can be divided among the member agencies using the EOC to accommodate a number of individuals at a single time.

Jen Felter – Washoe County PSAP (Public Safety Answering Point), expressed her support for the proposed training program based on her review.

It was moved by Tom Moore, seconded by Vice-chair Larson, to recommend that the 800 MHz JOC (Joint Operating Committee) approve the one year training for up to 100 students in the amount of \$10,126.00.

Responding to Ms. Felter's concern about the potential for non-action in the event the JOC does not meet quorum, Mr. Watts-Vial explained that the matter would be brought back in the event there was not a quorum of JOC member present. The motion as Mr. Watts-Vial understands it is to recommend that the 800 MHz JOC approve funding for the training program.

Mr. Tayler drew attention to Exhibit B of the Interlocal Agreement which reads:

Exhibit B - Process for Approval of Capital Outlay for the WCRCS

The Joint Operating Committee shall approve capital outlay in excess of \$5,000 to the WCRCS microwave and radio frequency backbone. Capital outlay in excess of \$25,000 shall be approved by the Joint Operating Committee prior to expenditure of funds for that capital outlay. Capital outlay in excess of \$5,000 but less than \$25,000 may be approved retroactively by the Joint Operating Committee, after the expenditure of funds for that capital outlay.

Nothing in this Section shall lessen the authority of the WCTS to make emergency capital outlay purchases in the event of system failure of the WCRCS microwave and radio frequency backbone without the prior approval of the Joint Operating Committee, and the responsibility of each participating agency to pay their proportionate cost thereof as provided for in Section 13 of this Agreement.

Mr. Watts Vial suggested that the motion be amended to recommend that the 800 MHz JOC retroactively approve the expenditure for the training.

Tom Moore amended the motion to recommend that the 800 MHz JOC (Joint Operating Committee) reactively approve the expenditure of \$10,125.00 for training. Vice-chair Larson amended the second. MOTION CARRIED.

10. CONSOLIDATION OF TMFPD/SFPD AND UNR/TMCC POLICE [For possible action] – *A review, discussion and possible action on the advice of legal counsel to provide legal notification on the consolidation of TMFPD/SFPD and UNR/TMCC Police containing the following information: (1) the need to terminate SFPD/TMCC as a participating agency due to consolidation (2) the date removal of the agency as a participating member is effective and (3) an affirmation that TMFPD/UNR are now legally responsible for all of the costs imposed by the Interlocal which were formerly attributable to SFPD/TMCC.*

Vice-chair Larson opened the agenda item.

David Watts-Vial – Deputy District Attorney, read the Sections 19.1 and 19.2 of the Interlocal Agreement into the record as follows:

19. Termination of Participation; 19.1 In order to terminate participation prior to the end of the term, the withdrawing agency must provide written notice of intent to terminate participation. This notice must be provided to WCTS by October 1 for termination in the following fiscal year; 19.2 Termination shall be granted provided that the withdrawing party: 19.2.1 Returns to the WCRCS all equipment or the value that the WCRCS Joint Operating Committee determines is required to maintain the WCRCS for all remaining users; and 19.2.2 If an agency that brought frequencies to the WCRCS opts to terminate, the WCRCS Joint Operating Committee shall negotiate a settlement that either returns the same or equivalent operable frequencies, or provides equitable compensation if frequencies are left with the WCRCS. 19.3 Any agency wishing to withdraw from this Agreement, but still use the microwave and radio frequency backbone, remains responsible for paying its share of the annual operating, maintenance, repair, and capital outlay costs as defined in Section 12.

Mr. Watts-Vial pointed out that a written notice had been submitted by UNR combining (University of Nevada, Reno) Police with TMCC (Truckee Meadows Community College) police and that Washoe County had passed an ordinance combining TMFPD (Truckee Meadows Fire Protection District) and

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SFPD (Sierra Fire Protection District) into a single agency. The two remaining agencies will assume all costs formerly associated with TMCC and SFPD effective July 1, 2016. As of July 1, 2016 only the UNR and TMDFPS will remain as voting member of the 800 MHz Users and JOC Committees. Mr. Watts-Vial opined that no specific action was needed for this agenda item, which would go to the 800 MHz JOC on July 15, 2016.

Hearing no public comment Vice-chair Larson stated that this would not go to the 800 MHz JOC (Joint Operating Committee) without any specific action.

- 11. 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 July 21, 2016.*

Tom Moore – NDOT (Nevada Department of Transportation), commented that he would be resigning his positions as the 800 MHz Users Committee Secretary as he was being assigned to another group that meets at the same time as the 800 MHz Users Committee. Therefore, an agenda item should be added to select a new secretary.

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

There were no public comments.

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

Vice-chair Larson adjourned the meeting at 10:43 a.m.

AS APPROVED BY THE 800 MHZ USERS COMMITTEE IN SESSION ON JULY 21, 2016.