

WASHOE COUNTY REGIONAL 800 MHz COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

MINUTES

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

Thursday ~ January 28, 2016 ~ 9:00 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 9:01 a.m. A quorum established.

PRESENT: Ed Atwell – University of Nevada, Reno; Steve Baker – Truckee Meadows Water Authority; Bryan Boren – Veterans Administration; David Curtis – Nevada Air National Guard; Pat Dyer – City of Sparks; Clay Griffin – Washoe County Sheriff's Office; Dan Johnston – Truckee Meadows Community College; Jon Kelley – Washoe County School District; Rob Larson – City of Reno; Tim Leighton – Sierra Fire Protection District; Remy Mauro – Reno Tahoe Airport Authority; Tom Moore – Nevada Department of Transportation; Tracy Moore – Washoe County School District; Keith Mullen – City of Sparks; Ryan Sommers – North Lake Tahoe Fire Protection District; Paul Wiley – City of Reno. Jim Whalen - Nevada Department of Transportation, joined the meeting after roll call was taken.

ABSENT: Lance Avansino – Reno Sparks Indian Colony; Mike Brown – North Lake Tahoe Fire Protection District; Richard Burger – Nevada Department of Transportation; Jeff Byrne – North Lake Tahoe Fire Protection District; Bonnie Conder – Reno Tahoe Airport Authority; Geoff Daforno – Truckee Meadows Water Authority; Ray Guzman – Reno Tahoe Airport Authority; James Hawthorne – University of Nevada, Reno; Patrick Kendrick – Drug Enforcement Administration; Chris Ketring – Sierra Fire Protection District; Anthony Masten – Nevada Air National Guard; Duane Meyer – Washoe County Sheriff's Office; Charles Moore - Truckee Meadows Fire Protection District; Pat Nielson – Truckee Meadows Community College; Tom Nelson – Reno Tahoe Airport Authority; Todd Renwick – University of Nevada Reno; Jason Reynolds – Truckee Meadows Community College; Mike Shaffer – Washoe County School 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. ELECTION OF OFFICERS (For possible action) – 1) Chair; 2) Vice-chair and 3) Secretary

Chair Sommers opened the nominations for election of Chair.

Tim Leighton nominated Tracy Moore to serve as the 800 MHz Users Committee Chair, Dan Johnston seconded the nomination.

Tracy Moore accepted the nomination.

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There were no public comments.

The nomination to elect Tracy Moore as Chair of the 800 MHz Users Committee carried.

Chair Sommers turned the meeting gavel to Tracy Moore.

Chair Moore opened nominations for Vice-chair.

Ryan Sommers nominated Keith Mullen to serve as Vice-chair, seconded by Pat Dyer.

Keith Mullen declined the nomination.

Chair Moore nominated Rob Larson to serve as Vice-chair, seconded by Dan Johnston.

Rob Larson accepted the nomination.

There were no public comments

The nomination to elect Rob Larson as Vice-chair carried.

Chair Moore opened nominations for Secretary.

Chair Moore commented that Duane Meyer was currently serving as Secretary.

Tim Leighton explained that it appears that the Chair, Vice-chair and Secretary positions are typically passed back and forth between a few member agencies. Mr. Leighton noted that there is a need for more individuals to volunteer to be involved in both the 800 MHz Users and 800 MHz JOC Committees as their commitment to the community and the radio infrastructure.

Ryan Sommers concurred.

Ryan Sommers nominated Tom Moore (NDOT) as Secretary, seconded by Ed Atwell.

Tom Moore accepted the nomination.

There were no public comments.

The nomination to elect Tom Moore as Secretary carried.

4. APPROVAL OF NOVEMBER 19, 2015 MINUTES (For possible action)

Hearing no public or Board comments, Chair Moore asked for a motion.

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It was moved by David Curtis, seconded by Rob Larson, to approve the November 19, 2015, minutes, as submitted. MOTION CARRIED.

- 5. FISCAL YEAR 2016-2017 800 MHz OPERATIONS AND MAINTENANCE BUDGET** [For possible action] – *A review, discussion and possible action to recommend that the 800 MHz JOC (Joint Operating Committee) approve, deny or otherwise modify the proposed Fiscal Year 2016-2017 Operations and Maintenance Budget.* [Taken out of agenda order]

Chair Moore reordered the agenda and moved item 5 after agenda item 10.

- 6. ADDING BEON/P25 RADIOS** [For possible action] – *An informational update review, discussion and possible direction to staff on requests that have been made by member agencies about the cost of adding new BEON/P25 units to the system.* [Continued from November 19, 2015]

Shawn Tayler – Regional Communications Coordinator, provided an informational update noting that this would provide an alternate means for communications for non-public safety personnel. Mr. Tayler explained that there appears to be a consensus on billing the BeOn usage the same as radios on the system.

Chair Moore noted that this was also discussed by the JOC at their most recent meeting and had expressed a desire to consider billing the BeOn as if they were radios. It is Chair Moore's belief that the JOC is seeking a recommendation from the Users group before taking final action.

Responding to Dan Johnston's inquiry about whether there has been any pushback from users about not wanting to be billed, Mr. Taylor explained that he had not but wanted input from the Users before moving forward.

Mr. Tayler outlined the licensing costs for 5 licenses at a cost of about \$1,500.00 to the end user and asked that member agencies employing the BeOn app, available for iPhone and Android device contact network operations before deploying the application. Once active the BeOn device will be billed as if it were a radio. Mr. Taylor pointed out that this will not result in system costs increases as the feature is already built in to the system. The only cost is the license, which each agency will absorb plus system usage. Mr. Taylor emphasized that this application is at the discretion of the end user and not a WCRCS requirement. The only request is that member agencies availing themselves of this feature contact network operations. The costs will be billed as if additional radios were brought on the system. Mr. Tayler suggested a motion that as a matter of policy the JOC bill the use of a BeOn unit the same as an LID user on the current EDACS system.

It was moved by Dan Johnston, seconded by Rob Larson, to recommend that the 800 MHz Joint Operating Committee implement a policy that treats and bills the use of the BeOn application as an additional LID user.

There were no public comments.

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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 there are currently 65 LIDs available on the system, which is a very small number. Mr. Tayler noted that a review of the GID being used by Washoe County dispatch consoles are using 811 talk groups that require one LID each. As the region transitions to the IP based consoles additional LIDs will be needed. Mr. Tayler has set up discussions with end users in an effort to determine other methods of providing additional LIDs

Chair Moore encouraged all member agencies to make sure that all resources being billed are in use as the system is at nearly 99.9-percent of its total capacity.

No specific action was taken.

- 8. 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 report (copy on file) and noted the increase in push to talk activity. Mr. Tayler noted that two (2) antennas were lost on Peavine Peak due to weather. One has been replaced and it is hoped that the second one can be replaced tomorrow (Friday, January 29, 2016). Mr. Tayler explained that recent installations to service the Red Rock Road/Rancho Haven area has been installed and should be operating in the next few weeks once the replacement parts for Peavine Peak are received and the newly installed system is accepted.

- 9. 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, as stated in the preceding agenda item, the simulcast system is operational but not yet accepted. Currently the system is being evaluated for coverage and will be tested to see how well it will augment services in the Red Rock/Rancho Haven areas.

No specific action was taken.

- 10. 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.*

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Shawn Tayler – Regional Communications Coordinator, reiterated his previous advice to member agencies to make sure that new equipment is P-25 compatible so it will work with the current and future system. Mr. Tayler pointed out that some of the original equipment 700 Orion and EDACS system support is being discontinued in 2017 and that replacement parts are no longer being manufactured. Mr. Tayler emphasized that new radios must be upgradable to the P-25 system once EDACS is phased out.

No specific action was taken.

5. FISCAL YEAR 2016-2017 800 MHz OPERATIONS AND MAINTENANCE BUDGET [For possible action] – *A review, discussion and possible action to recommend that the 800 MHz JOC (Joint Operating Committee) approve, deny or otherwise modify the proposed Fiscal Year 2016-2017 Operations and Maintenance Budget.* [Taken out of agenda order]

Craig Betts – CIO, Technology Services, provided an overview of the JOC's initial discussion and subsequent scheduling of a special meeting at 9:00 a.m., Friday, February 5, 2016. Mr. Betts noted that the budget highlights indicates a decrease in radios and pointed out the change to the budget shown in the radio count.

Shawn Tayler – Regional Communications Coordinator, noted that a report on active radios is done annually on July 1 to determine the number of push to talks during the previous fiscal year. That is then compiled by member agency and divided into the budget to determine the number and cost of radios per agency.

Mr. Betts outlined the expense per agency column and the additional 5-percent per radio placed in the infrastructure preservation fund. That fund is then used, with 800 MHz Users and JOC, approvals to replace damaged equipment. Mr. Betts drew attention to the proposed 10-percent contribution noting that funds have been used for the DC conversation of the mountain top site. Mr. Betts then explained that the professional services budget is used to augment staff during peak periods rather than increasing the number of FTE (Full Time Equivalent).

Chair Moore noted that there had been significant discussion about the increased contribution to the infrastructure fund by the JOC who asked for additional detail on what the fund is used for. Chair Moore noted that the Users group can modify the contribution to a higher level or leave at the current rate.

Chair Moore opened public comments.

Ryan Sommers asked for clarification on the issues of discussion at the JOC. Mr. Sommers noted that the replacement cost for the communications system could be approximately \$40-million for Washoe County's share to the statewide project.

Annette Van Der Wall explained that expenditures of the expansion and infrastructure funds are brought to both the 800 MHz Users and the 800 MHz JOC before expenditure. Ms. Van Der Wall noted that the JOC approved the use of up to \$200,000.00 to encrypt the open platform P-25 system

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to prevent unauthorized use or modification of the P-25 system. Additionally replacement equipment is also funded from these accounts with authorization.

Ed Atwell recalled that intent of the infrastructure fund had been to prepare for replacement of the system. However, over time funds have been used to address issues as they arose. While the money was well spent, Mr. Atwell believes that the Infrastructure fund was not the correct fund to use for replacement and upgrades to the system. Therefore, it appears that perhaps the Users and JOC Committees have not properly managed the fund, which requires some new recommendations on how to fund the replacement system. After 14 years the infrastructure fund has only \$160,000.00 of the \$40-million proposed for the system replacement.

Chair Moore noted that he, Shawn Tayler and Tom Moore are actively involved in the process and pointed out that NDOT is facing a \$100-million cost for the statewide network with Washoe County having about a \$40-million investment.

Tom Moore noted that while the numbers are somewhat accurate it is a complicated formula depending on the features and capabilities. Mr. Moore noted that partner agencies NV Energy and Washoe County are active participants in the project and that funds for long-term investment sometimes are lost during difficult economic times. Currently Federal Engineering is in the process of identifying features end users are interested in. Once that list is completed the process to determine which feature to keep will begin and may need a review of other ways to fund the project.

Responding to Mr. Atwell's inquiry, Chair Moore noted that the JOC has scheduled a special meeting at 9:00 a.m., Friday, February 5, 2016.

Mr. Atwell suggested that the a committee be established to review the technology needs and develop a proposal for alternate funding sources noting that an additional 5-percent contribution would not begin to cover a \$40-million costs.

Responding to Dan Johnston's question about the decreased number of radios and unused LID's, Mr. Tayler explained that the available number of LIDs has been stable between 60 and 80 at any given time. The intent is to decrease the number of LIDs as there are a number of non-public safety users that could use alternate means of access such as BeOn. The encryption of the P-25 system is to safeguard against unauthorized use which has occurred in the past.

During the discussion it was noted that a significant push-back was experienced when one governing body was asked for \$500,000.00. While some larger agencies may be able to absorb additional costs smaller ones cannot. Of particular concern is the lack of a plan for the \$40-million.

Chair Moore reminded those present that this was a discussion of a budget proposal that the JOC has final authority over. The intent is to seek a recommendation from the 800 MHz Users Committee to the 800 MHz JOC on the budget and whether or not to increase the contribution to the Infrastructure account by 5-percent.

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Keith Mullen suggested that additional funds received in the form of grants or other sources be placed in an account that cannot be used for any purpose other than the new system.

Tom Moore noted that the State Office of Emergency Management been approached on the availability of grant funds for the statewide system. Other cost saving may be achieved by providing installation using local staff rather than outside contractors. The selection of the system manufacturer and system components will be decided after the first of the year (2017).

Chair Moore reminded those present that vendor support for the EDACS system ends in 2017.

Mr. Betts commented that Technology Services staff and others have met with Washoe County Finance and other Executives on options to fund the system. Mr. Betts pointed out that during difficult economic conditions that there had been years when no contribution was made to the infrastructure fund. Mr. Betts noted that Mr. Beekman had recommended a 25-percent contribution with a compromise of 10-percent being presented to this body.

It was moved by Ed Atwell, seconded by David Curtis, to recommend that the 800 MHz Joint Operating Committee, approve the 2016-2017 budget maintaining the current 5-percent contribution. Mr. Atwell also recommended that the Joint Operating Committee form a Subcommittee charged with the development of recommendations for funding of the system at their next meeting.

During the discussion it was explained that the motion is to maintain the current 5-percent contribution and that some member agencies had requested more detail on what an extra 5-percent contribution would be used for.

Mr. Atwell clarified that his motion is to maintain the current 5-percent contribution without any increase and suggested that the fund be limited to expenditures for the replacement system not repairs to the EDACS system.

Responding to concerns about not being able to support, David Watts-Vial – Deputy District Attorney, stated that this is only a recommendation to the 800 MHz JOC who has final budget authority.

MOTION CARRIED.

- 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 March 17, 2016.

The March 17, 2016, meeting agenda may include, but is not limited to, 1) formation of a subcommittee to develop funding plans for replacement of the EDACS system as well as technology requirement.

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Chair Moore noted that there is some testing at the Nevada Test Site that may have some impact on communications.

12. PUBLIC COMMENTS (Non-action item)

Steve Baker noted that TMWA has a cache of 700P radios that can be used for parts.

13. ADJOURNMENT (Non-action item)

Chair Moore adjourned the meeting at 10:26 a.m.

AS APPROVED BY THE 800 MHz USERS COMMITTEE IN SESSION ON MARCH 17, 2016.