

# WASHOE COUNTY REGIONAL 800 MHZ COMMUNICATION SYSTEM

## **800 MHZ USERS COMMITTEE**

### **Minutes**

Rob Larson, Chair  
Keith Mullen, Vice-chair  
Paul Wiley, Secretary

**Thursday ~ March 16, 2017 ~ 10:00 a.m.**

Regional Public Safety Training Center  
Room 105  
5190 Spectrum Boulevard, Reno, Nevada

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

Chair Larson called the meeting to order at 10:00 a.m. A quorum was established.

**PRESENT:** Bill Ames – Washoe County Sheriff's Office; Ed Atwell – University of Nevada, Reno; Richard Burger – Nevada Department of Transportation; Jeff Byrne – North Lake Tahoe Fire Protection District; Collin Cavanaugh – Reno Tahoe Airport Authority; Clay Griffin – Washoe County Sheriff's Office; Ray Guzman – Reno Tahoe Airport Authority; Jon Kelley – Washoe County School District; Chris Ketrung – Truckee Meadows Fire Protection District; Rob Larson – City of Reno; Anthony Masten – Nevada Air National Guard; Jason Reynolds – University of Nevada, Reno; Jim Whalen – Nevada Department of Transportation; Paul Wiley – City of Reno. David Paulson – Pyramid Lake Paiute Tribe, joined the meeting at 10:10 a.m.

**ABSENT:** Lance Avansino – Reno Sparks Indian Colony; Steve Baker – Truckee Meadows Water Authority; Bryan Boren – Veterans Affairs; Bonnie Conder – Reno Tahoe Airport Authority; David Curtis – Nevada Air National Guard; Geoff Daforno; Jason Edmondson – City of Sparks; Andy Gebhardt – Truckee Meadows Water Authority; Sam Hicks – Truckee meadows Fire Protection District; David Hunkup – Reno-Sparks Indian Colony; Thomas Moore – Nevada Department of Transportation; Tracy Moore – Washoe County School District; Keith Mullen – City of Sparks; Tom Nelson – Reno Tahoe Airport Authority; Don Pelt – Pyramid Lake Paiute Tribe; Ryan Sommers – North Lake Tahoe Fire Protection District; Kirt Warren – Washoe County School District; and Teresa Wiley – City of Sparks.

**VACANT:** Drug Enforcement Administration.

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

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

There were no public comments.

#### **3. APPROVAL OF JANUARY 31, 2017 MINUTES (For possible action)**

Hearing no public comment Chair Larson asked for Board discussion or a motion.

***It was moved by Member Whalen, seconded by Member Atwell, to approve the January 31, 2017, minutes, as submitted. The motion carried unanimously.***

#### **4. REGIONAL TRANSPORTATION COMMISSION (RTC) OF WASHOE COUNTY [For possible action] – A review, discussion and possible action to recommend to the Joint Operating Committee that they induct the Regional Transportation Commission of Washoe County as a Participating Member of the Washoe County Regional Communications System.**

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Shawn Tayler – Regional Communications Coordinator, noted that he continues to work with the RTC (Regional Transportation Commission) in the development of their application for WCRCS (Washoe County Regional Communications System) membership. It is Mr. Tayler's opinion that the RTC will be an appropriate addition to the group.

Tina Wu – RTC, explained that she was awaiting information on equipment costs from Dailey Wells and GIS personnel to see which radio can be used and that the application is still in process.

Responding to Member Atwell's question about RTC radios not working on the WCRCS system, Ms. Wu stated that he is correct that RTC's existing radios would not work on the WCRCS system.

In response to Member Atwell's inquiry about whether the Open Sky equipment is owned by WCRCS, Mr. Tayler stated that the Open Sky equipment is owned by NDOT and functions through the VIDA system. Additionally, incoming users have the option of contributing equipment in lieu of a monetary contribution as part of the backbone buy-in and that the costs and method of payment will be determined by the 800 MHz JOC (Joint Operating Committee). Additionally, RTC will be responsible for annual fees for system use. Mr. Tayler explained that the JOC had previously determined that while the 800 MHz Users Committee would make recommendations on new agencies for WCRCS membership the 800 MHz Users Committee would not recommend costs. Mr. Tayler noted that the membership application will be brought to the 800 MHz Users Committee once finalized for recommendation to the 800 MHz JOC.

David Paulon - Pyramid Lake Paiute Tribe, joined the meeting at 10:10 a.m.

Mr. Tayler noted that there have been discussions about the provision of additional open Sky equipment with NDOT to minimize impact to the existing open Sky system. In the absence of an application no action is required of the 800 MHz users Committee on this particular agenda item.

David Watts-Vial – Deputy District Attorney, outlined the application process as defined in the Interlocal Agreement and explained that it is not appropriate to make any decision in the absence of an application.

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

- 5. UPDATE ON THE FISCAL YEAR 2015-2016 800 MHz COMMUNICATIONS SYSTEM OPERATIONS FUND YEAR-END BALANCE** [For possible action] – *A review, discussion and possible action on the Fiscal Year 2015-2016 Operations Fund unspent year-end balance to: 1) transfer all or a portion of the 2015-2016 fiscal year "Net Excess Fund Balance" of \$86,934.49 to the infrastructure and/or expansion accounts; and/or 2) apply all or a portion of the balance to current Fiscal Year 2016-2017 user contributions (in some form of refund).*

Quinn Korbolic – Washoe County Technology Services, provided an overview of the request noting that the board may take action to apply the excess operations fund balance to: 1) Expansion and/or Infrastructure Preservation fund; or 2) refund excess funds to member agencies as outlined in the report (copy on file). In the past action was taken to apply the excess funds to the expansion/infrastructure fund.

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Ed Atwell – UNR, requested that a refund be issued noting that the UNR refund of \$920.47 and TMCC refund of \$325.70 totaled \$1,246.17.

During the discussion it was questioned whether a combination of refunds and allocation to the expansion/infrastructure fund would be possible. It was explained that while such a process might be feasible it would be an administrative nightmare.

***A motion by Ed Atwell, to refund the unspent operations monies to member agencies died due to lack of a second.***

There was some discussion about the balance of the infrastructure fund. It was noted that the Infrastructure fund has a balance of approximately \$715,000.00 and the Expansion fund balance of approximately \$165,000.00. It was noted that a portion of those funds is used to covered larger infrastructure purposes.

***It was moved by Jim Whalen, seconded by Jon Kelley, to allocate the unspent operations funds to the Infrastructure and Expansion fund accounts.***

There were no public comments.

***The motion carried: Members Atwell (UNR) and Wiley (Reno) dissenting.***

**6. 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 were currently 20 LID's (Logical Identification Number) available as additional radios had been confirmed as deactivated. In the event a specific radio LID is lost, it is held until July 1 for the agency. Mr. Tayler asked that member agencies review their radio inventories and relinquish unused LIDs for reuse.

Ed Atwell – UNR, recalled his previous concerns about paying for unused LID's after they become inactive.

Mr. Tayler stated that he is amenable to discussing other options noting that the report is run on July 1 each year and that the owner of record of the LID is responsible for the radio fees. Mr. Tayler noted that any modification to the current billing processes would need to be approved by the JOC (Joint Operating Committee).

Mr. Atwell noted that he finds the requirement to pay for LID's after relinquishing them until the following July 1 is unreasonable in his opinion and should not be an issue to modify the accounting practices.

Mr. Tayler noted that the billing cycle had been changed from its former January 1 date to July 1 to coincide with the fiscal year at the request of the JOC.

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Mr. Atwell voiced his concern about the potential costs increases once NDOT leaves the WCRCS system.

***It was moved by Ed Atwell, seconded by David Paulon, to recommend that the JOC (Joint Operating Committee) modify the accounting process for LIDs (Logical Identification Number) so that the agency assuming the relinquished LID becomes responsible for billing immediately upon the reissue of the LID.***

There were no public comments.

***The motion carried unanimously.***

### **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 report (copy on file) noting that the report indicates the usual seasonal adjustments and that there is a broken VHF antenna on Slide Mountain that may have some impact on TMFPD and other agencies who may notice limited coverage. It is also believed that one of the 700 MHz antennas was lost on Slide Mountain. However, the lack of access to the site prevents an inspection and determination of what if any damage has occurred. Mr. Tayler explained that it appears that there has been some ice fall damage as the ice shielding was not properly installed. The new generator for the Virginia Peak site has been ordered and will be installed when received when access to the site is open.

### **8. 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 the P25 Vehicular Repeater is now functional and that he would like to schedule a vehicular test of the equipment in the Red Rock/Rancho Haven areas with either law enforcement or fire. Mr. Tayler asked that a representative meet with him after today's (March 16, 2017) meeting. Mr. Tayler noted that while only one transmission at a time is allowed on the portable system that it can support up to 64 radios and 32 talk groups with its 3.5 watt operation and can double as a mobile radio if not being used as a repeater.

Jim Whalen – NDOT, commented that his agency may have something similar.

No specific action was taken.

### **9. 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.*

Jim Whalen – NDOT noted that staff had been working on the RFP (Request for Proposal) for the new radio system for over a year and that the agreement for the NSRS (Nevada Shared Radio

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System) agreement will be presented to the BCC (Board of County Commissioners) by the end of March (2017) and State of Nevada Transportation Board on April 10, 2017. Once that process is completed the RFP will be made public and includes the Master Governance and Service level agreements. Mr. Whalen reiterated that the RFP will be released shortly after the two previous mentioned boards have met and accepted the agreements.

David Watts-Vial – Deputy District Attorney, noted that the BCC is tentatively scheduled to hear the matter on March 28, 2017.

There were further comments.

- 10. 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 18, 2017.*

The May 18, 2017, meeting agenda may include, but is not limited to a review discussion and possible recommendation to the JOC on a letter from NDOT (Nevada Department of Transportation) pertaining to the withdrawal of NDOT from the WCRCS (Washoe County Regional Communications System) at a future date.

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

There were no public comments.

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

Chair Larson adjourned the meeting at 10:41 a.m.

**AS APPROVED BY THE 800 MHZ USERS COMMITTEE IN SESSION ON MAY 18, 2017.**