

# WASHOE COUNTY REGIONAL 800 MHz COMMUNICATION SYSTEM

## 800 MHz USERS COMMITTEE

### DRAFT of Minutes

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

Thursday ~ November 16, 2017 ~ 10:00 a.m.

REGIONAL EMERGENCY OPERATIONS CENTER  
5195 SPECTRUM BOULEVARD, RENO, NEVADA

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

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

**PRESENT:** Bill Ames – Washoe County Sheriff’s Office; Ed Atwell – University of Nevada, Reno; Steve Baker – Truckee Meadows Water Authority; Richard Burger – Nevada Department of Transportation; Jeff Burne – North Lake Tahoe Fire Protection District; David Curtis – Nevada Air National Guard; Seth Daniels – Nevada Department of Transportation; Karl Holden – Washoe County Sheriff’s Office; Jon Kelley – Washoe County School District; Chris Ketring – Truckee Meadows Fire Protection District; Nicole Lacap – Reno Tahoe Airport Authority; Rob Larson – City of Reno; Tracy Moore – Washoe County School District; Keith Mullen – City of Sparks; Jason Reynolds – University of Nevada, Reno; Kirt Warren – Washoe County School District; Paul Wiley – City of Reno; and Jim Whalen – Nevada Department of Transportation.

**ABSENT:** Lance Avansino – Reno Sparks Indian Colony; Bryan Boren – Veterans Affairs; Collin Cavanaugh – Reno Tahoe Airport Authority; Geoff Daferno – Truckee Meadows Water Authority; Jason Edmondson – City of Sparks; Andy Gebhardt – Truckee Meadows Water Authority; Ray Guzman – Reno Tahoe Airport Authority; Sam Hicks – Truckee Meadows Fire Protection District; Dave Hunkup – Reno Sparks Indian Colony; Anthony Masten – Nevada Air National Guard; Tom Nelson – Reno Tahoe Airport Authority; David Paulon – Pyramid Lake Paiute Tribe; Don Pelt – Pyramid Lake Paiute Tribe; Ryan Sommers – North Lake Tahoe Fire Protection District; and Teresa Wiley – City of Sparks.

**VACANT:** Drug Enforcement Administration and Federal Bureau of Investigation.

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

Chair Larson advised to meet with the secretary about adding members to the 800 MHz Users Committee.

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

There were no public comments.

#### 3. APPROVAL OF MAY 18, 2017 MINUTES (For possible action)

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

*It was moved by Ed Atwell, seconded by David Curtis, to approve the May 18, 2017, minutes, as submitted. The motion carried unanimously.*

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#### **4. FISCAL YEAR 2018-2019 WCRCS (Washoe County Regional Communications System) 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 2018/2019 WCRCS Budget proposal.*

Quinn Korbolic – Washoe County Technology Services, provided an overview of the 2018-2019 WCRCS (Washoe County Regional Communications System) Budget noting that the budget is slightly higher due to salary and benefit costs increase. Mr. Korbolic also noted that reductions had been made in Professional Services and other areas. Drawing attention to the budget comparison, Mr. Korbolic explained that the cost per radio to cover operational expenses in FY18-19 is \$260.00 which is about \$2.00 less than in FY17-18. Similarly, Mr. Korbolic noted that the cost per radio for FY18-19 including the 10% contribution to infrastructure is \$286. The number of radios currently in use total 5,995 and includes P25 radios and BEON. Mr. Korbolic explained that BEON radios are charged at half of the rate of a regular radio. Staff also recommends a 10-percent contribution to the Infrastructure fund to offset unforeseen costs related to natural hazards such as lightning and severe weather and associated repair costs not covered by insurance as well as the incoming P25 system that will replace the aging EDACS (Enhanced Digital Access Communications System) system.

Responding to Ed Atwell's inquiry about how soon he would have to relinquish additional LID's to reduce costs, Shawn Taylor – Regional Communications Manager Region Communications Manager, explained that if the LID's had been used during the current fiscal year they would still be charged. In the event that another agency wishes to assume the LID's and accepts the costs at time of transfer then the new agency would assume costs for that LID. Mr. Taylor explained that the budget cycle was the result of state and county budget cycles requirements.

***It was moved by Ed Atwell, seconded by Chair Larson, to recommend that the 800 MHz JOC approved the 2018-2019 budget including the 10-percent contribution to the Infrastructure Fund, as written.***

There were no public comments.

***The motion carried unanimously.***

#### **5. 800 MHZ REGIONAL COMMUNICATIONS SYSTEM MEMBER PARTICIPATION** (For possible action) – *A review, discussion and possible action to implement possible remedies intended to improve attendance of 800 MHz Users Committee membership participation, including potential modifications to the Interlocal Agreement."*

Chair Larson noted that the 800 MHz Users Committee had failed to make quorum in May and July, 2017. Chair Larson explained that there had been discussion by the 800 MHz JOC about various ways to address the attendance issue, including amending the Interlocal Agreement to reduce the number of voting agencies. However, it is Chair Larson's belief that the remedy is for member agencies to review their membership rosters and appoint individuals who can and will attend scheduled meetings. The other possibility that will be considered under a separate agenda item is to move to a quarterly meeting schedule that coincides with the 800 MHz JOC meeting schedule. Chair Larson noted that the top 7 users have 96-percent of the radios with a need to have a minimum of nine member agencies present to meet quorum.

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Shawn Taylor – Regional Communications Coordinator, noted that sponsored agencies, such as REMSA, are not eligible to enter into an Interlocal Agreement under NRS.

Ed Atwell noted that he had spent some time reviewing this and ways to address the issues such as associate or other category of non-voting member. Mr. Atwell believes that the reduction in the number of meetings will assist in meeting quorum needs and is far less cumbersome than amending the Interlocal Agreement.

David Watts-Vial – Deputy District Attorney, commented that the Interlocal Agreement only provides for participating agencies and sponsored agencies. Mr. Watts-Vial noted that, in his opinion, member agencies would want to retain voting rights and non-voting member would still count towards quorum.

Keith Mullen noted that those assigned to the 800 MHz Users Committee need to show an interest and if there is little to no interest in attending then the member agency need to replace that member rather than changing the Interlocal Agreement.

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

- 6. CHANGE OF MEETING FREQUENCY** [For possible action] – 1) *A review, discussion and possible action to change to a quarterly meeting schedule that coincides with the 800 MHz JOC meeting schedule; and 2) If part 1 approved a review, discussion and possible action to select the third Thursday of the first month of each quarter: January 18, 2018; April 19, 2018; July 19, 2018; and October 18, 2018.*

Chair Larson opened the agenda item.

David Watts-Vial – Deputy District Attorney, suggested that agenda item 5 be reopened to see if there was any motion.

Chair Larson reopened agenda item 5.

- 5. 800 MHZ REGIONAL COMMUNICATIONS SYSTEM MEMBER PARTICIPATION** (For possible action) – *A review, discussion and possible action to implement possible remedies intended to improve attendance of 800 MHz Users Committee membership participation, including potential modifications to the Interlocal Agreement."*

Chair Larson asked if there was a specific motion on this agenda item. Hearing none, Chair Larson reopened agenda item 6.

- 6. CHANGE OF MEETING FREQUENCY** [For possible action] – 1) *A review, discussion and possible action to change to a quarterly meeting schedule that coincides with the 800 MHz JOC meeting schedule; and 2) If part 1 approved a review, discussion and possible action to select the third Thursday of the first month of each quarter: January 18, 2018; April 19, 2018; July 19, 2018; and October 18, 2018.*

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David Watts-Vial – Deputy District Attorney, noted that this body is required to meet quarterly and may schedule additional meetings as needed with proper public notice.

Ed Atwell commented that the board formerly met on a monthly basis that was changed to the current six meetings per year. The intent is to meet in a manner that allows the 800 MHz Users to discuss and make recommendations to the 800 MHz JOC.

Chair Larson suggested keeping the scheduled January 2018 meeting which is before the next 800 MHz JOC meeting and then move to a quarterly schedule.

No specific action was taken.

- 7. NEVADA DEPARTMENT OF TRANSPORTATION CORRESPONDENCE** [For possible action] – *An ongoing review, discussion and possible action to recommend that the 800 MHz Joint Operating Committee approve, deny or otherwise modify a request from NDOT to waive Section 19.3 of the WCRCS (Washoe County Regional Communications System) Interlocal Agreement.*

Quinn Korbolic – Washoe County Technology Services, commented that with two consecutive 800 MHz Users meeting not meeting quorum, the 800 MHz JOC had taken the following action. At the October 20, 2017, 800 MHz JOC meeting the board directed Deputy District Attorney David Watts-Vial to work with NDOT to amend the Interlocal agreement to remove NDOT from the agreement and to include the ability to waive Section 19.3. Chair Larson emphasized that NDOT's withdrawal from the WCRCS (Washoe County Regional Communications System) system will not occur until such time as the move to the incoming P-25 system from EDACS (Enhanced Digital Access Communications System) is completed. The transition is expected to be completed in 5 to 7 years from now.

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

- 8. WINTER 2017 RADIO TOWERS DAMAGE 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 a recommendation to resolve tower damage caused by the severe weather experienced at the WCRCS (Washoe County Regional Communications System) Slide Mountain and Peavine Sites.*

Shawn Tayler, Regional Communications Coordinator, outlined the ongoing repairs that are nearly 80-percent complete at Slide Mountain and have been hampered by recent weather patterns. The Peavine site is being evaluated given that similar damage was detected and a full report will be provided once the engineering report review is completed and received.

There was no Board or public comment and no specific action was taken.

- 9. 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.*

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Shawn Tayler – Regional Communications Coordinator, noted that there are currently 12 LIDS available that are assigned to agencies that could be relinquished and reassigned. Mr. Tayler noted that some agencies are availing themselves of P25 radios that provide coverage additional coverage

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

### **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, noted that beyond the ongoing repairs at Slide and Peavine, generators and air conditioning equipment at Snow Flake are a potential issue due to limited access and need to use heavy equipment for the installation of new equipment. Alignment of the communications system tower is ongoing and the metro system was completed earlier this week. It is hoped that the Lake Tahoe area can be completed in the near future.

### **11. 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, stated there was not a lot to add as most have been covered under other updates. Mr. Tayler noted that TMFPD has conducted some testing of the vehicle mounted mobile repeated.

Mr. Tayler concurred with Chair Larson's recommendation to remove this agenda item unless there was something to report.

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

### **12. NEVADA SHARED RADIO SYSTEM UPDATE** [For possible action] – *A review discussion and possible action as it relates to the Nevada Shared Radio System contract between the NDOT (Nevada Department of Transportation), NV Energy and Washoe County.*

Jim Whalen – NDOT, noted that the RFP process had started in May 2017 and that vendors had not been provided with sufficient information to prepare an accurate proposal.

Chris Ketring – TMFPD, left the meeting at 10:37 a.m.

Mr. Whalen explained that during the review of the current NSRS proposal it was determined that insufficient information was provided to the proposers for them to provide a proposal that meets the needs for Washoe County, NDOT, and NV Energy. NDOT worked with WC and NV Energy to provide a revision to the current RFP which has been sent to the two current proposers, Motorola and Harris. The revised schedule proposed that questions were due on the 28<sup>th</sup> of November with a one-on-one meeting scheduled December 5, 2017, with Washoe County, NV Energy and NDOT. The final RFP is due by January 3, 2018.

There were no Board or public comment and no specific action was taken.

- 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 January 18, 2018.*

Chair Larson encouraged radio personnel to become active in the 800 MHz Users Committee.

The January 18, 2018, meeting agenda may include, but is not limited to: 1) Election of Officers) and 2) Modification of meeting frequency and schedule.

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

There were no public comments.

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

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

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