

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

Keith Mullen, Chair
Paul Wiley, Vice-chair
Karl Holden, Secretary

Draft Meeting Minutes

**Thursday, March 18, 2021
10:00 a.m.
Meeting held via teleconference**

Agenda

1. CALL TO ORDER AND ROLL CALL [Non-action item]

The meeting was called to order at 10:02 a.m.

Present

- | | |
|---|---------------|
| • City of Sparks | Keith Mullen |
| • Nevada Dept. of Transportation | James Whalen |
| • North Lake Tahoe Fire Protection District | Jeff Byrne |
| • Reno-Sparks Indian Colony | Dave Hunkup |
| • Reno-Tahoe Airport Authority | Brent Finster |
| • Truckee Meadows Fire Protection District | Chris Ketring |
| • Truckee Meadows Water Authority | Pat Neilson |
| • UNR | Ed Atwell |
| • US Dept. of Veterans Affairs | Bryan Boren |
| • Washoe County | Karl Holden |
| • Washoe County School District | Kurt Warren |

Absent

- City of Reno
- Incline Village GID
- Nevada Air National Guard
- Pyramid Lake Paiute Tribe
- US DEA (vacant)

Washoe County Assistant District Attorney David Watts-Vial was also present.

- 2. PUBLIC COMMENTS [Non-action item]** – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 800 MHz Users 800 MHz Users Committee agenda. The 800 MHz Users Committee will also hear public comment during individual action items, with comment limited to three (3) minutes per person. Comments are to be made to the 800 MHz Users Committee as a whole.

800 MHz Users Committee

****Draft Minutes****

March 18, 2021

Page 2 of 3

Quinn Korbolic, Washoe County Technology Services, introduced Melissa Lawney as the new Washoe County Regional Communications Coordinator.

3. **APPROVAL OF DECEMBER 17, 2020, AND JANUARY 14, 2021, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Ed Atwell, UNR, moved to approve both sets of minutes as written. Kurt Warren, Washoe County School District, provided the second. There was no response to the call for Committee or public comment. Upon a call for the vote, the motion carried unanimously.

4. **ELECTION OF OFFICERS** [For Possible Action]

a. Chair

Ed Atwell, UNR, nominated and moved to elect Keith Mullen, City of Sparks, for Chair; Mr. Mullen accepted the nomination. Chris Ketring, Truckee Meadows Fire Protection District, provided the second. There was no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

b. Vice-chair

Ed Atwell, UNR, nominated and moved to elect Paul Wiley, City of Reno, for Vice-chair; Mr. Wiley accepted the nomination. Kurt Warren, Washoe County School District, provided the second. There was no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

c. Secretary

Ed Atwell, UNR, nominated and moved to elect Karl Holden, Washoe County, for Secretary; Mr. Holden accepted the nomination. Kurt Warren, Washoe County School District, provided the second. There was no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

5. **LID (Logical Identification Number) STATUS UPDATE** [Non-action item] – An ongoing review and discussion on the issue of limited LID availability on the Washoe County Regional Communication System. *Melissa Lawney – Regional Communications Coordinator*

Melissa Lawney, Washoe County Regional Communications Coordinator, reviewed her presentation sharing there are only five remaining LIDs and new users will be added only to the P25 system to save the remaining. LIDs in reserve will be necessary to help with the system transition.

In response to questions, it was shared that there is a migration gateway to connect the two systems and minimize the impact though a slight delay has been noted. At present, there is only one mountain-top tower that is on P25 in the metro area.

800 MHz Users Committee

****Draft Minutes****

March 18, 2021

Page 3 of 3

6. **SYSTEM STATUS UPDATE** [Non-action item] – An informational update on the operational status of the 800 MHz Communication System. *Melissa Lawney – Regional Communications Coordinator*

Melissa Lawney, Washoe County Regional Communications Coordinator, reviewed her presentation providing the status of the system focusing on Fox Mountain repairs, the software update management system, the Sparks Dispatch remodel, airport programming remodel, EDACs migration gateway work (March 29, 2021, 1-3 a.m.). She also reviewed on-going project including new radio staging, antennae audit at the Sheriff's Office and WC Courts, and the need to find a solution for night vision goggle glare with the new radios.

In response to the question about purchase deadlines, it was clarified that the deadline to purchase new radios with the contract discounts would be one year after final system acceptance, now expected to be 2024.

7. **PARTNER AGENCY ACCESS TO END-USER EQUIPMENT INVENTORY** [For discussion only] A review and discussion of internet-based access for Washoe County Regional Communication Systems (WCRCS) partner agencies to the WCRCS asset management system, for purposes which include, but are not limited to, end-user equipment inventory tracking and validation. *Melissa Lawney, Don Thornberry – Washoe County Technology Services*

Melissa Lawney, Washoe County Regional Communications Coordinator, reviewed her presentation providing an update on the end-user equipment inventory and the need to coordinate with each partner to validate inventory in preparation for the move to P25. Each agency will be sent an Excel document from the MCM asset system and invited to review and work with Washoe County staff to verify. Assistance from all agencies is appreciated as this will help improve the transition.

8. **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 for June 17, 2021, 10:00 a.m.

No announcements or requests were made.

9. **PUBLIC COMMENTS** [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 800 MHz Users Committee agenda. The 800 MHz Users Committee will also hear public comment during individual action items, with comment limited to three (3) minutes per person. Comments are to be made to the 800 MHz Users Committee as a whole.

There was no response to the call for public comment.

10. **ADJOURNMENT** [Non-action item]

The meeting adjourned at 10:44 a.m.