

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

Keith Mullen, Chair
Austin Mills, Vice-chair
Robert Allen, Secretary

****Meeting Minutes****

Thursday, December 15, 2022

10:00 a.m.

**Washoe County Administration Complex
1001 East Ninth Street, Reno, Nevada, 89512
Building A, Second Floor Caucus Room**

This meeting was held at and physical location with a teleconference option.

Committee website: https://www.washoecounty.gov/technology/board_committees/800mhz_users/index.php

Committee Members

Robert Allen, City of Reno	Joe Schum, Truckee Meadows Fire Protection District
Keith Mullen, City of Sparks	Ian Dasmann, Truckee Meadows Water Authority
Vacant, Incline Village GID	Chuck Atkinson, Truckee Meadows Water Authority
Matthew Lund, Nevada Air National Guard	Ed Atwell, UNR
Richard Burger, Nevada Dept. of Transportation	Jeremy Irwin, UNR
Jeff Byrne, North Lake Tahoe Fire Protection District	Vacant, US DEA
Don Pelt, Pyramid Lake Paiute Tribe	Bryan Boren, US Dept. of Veterans Affairs
Vacant, Reno-Sparks Indian Colony	Amelia Galicia, Washoe County
Tracy Moore, Reno-Tahoe Airport Authority	Darrin Rice, Washoe County
Nicole Lacap, Reno-Tahoe Airport Authority	Jenn Felter, Washoe County
Shane Akerson, Truckee Meadows Fire Protection District	Austin Mills, Washoe County School District

AGENDA

1. CALL TO ORDER AND DETERMINATION OF QUORUM [Non-action item]

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

Present

- | | |
|---|----------------|
| • City of Reno | Robert Allen |
| • City of Sparks | Keith Mullen |
| • Nevada Air National Guard | Matthew Lund |
| • Nevada Dept. of Transportation | Richard Burger |
| • North Lake Tahoe Fire Protection District | Jeff Byrne |
| • Reno-Tahoe Airport Authority | Nicole Lacap |
| • Truckee Meadows Fire Protection District | Shane Akerson |
| • Truckee Meadows Water Authority | Chuck Atkinson |
| • UNR | Ed Atwell |
| • Washoe County | Darrin Rice |
| • Washoe County School District | Austin Mills |

Absent

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- Incline Village GID (vacant)
- Pyramid Lake Paiute Tribe
- Reno-Sparks Indian Colony (vacant)
- US Dept. of Veterans Affairs
- US DEA (vacant)

Washoe County Deputy District Attorney Brandon Price was 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 Committee agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the 800 MHz Users Committee as a whole.

There was no response to the call for public comment; no emails had been submitted prior to the meeting.

3. **APPROVAL OF SEPTEMBER 15, 2022, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Austin Mills, Washoe County School District, moved to approve the minutes as written; Robert Allen, City of Reno, 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. **FISCAL YEAR 2023-2024 WCRCS (WASHOE COUNTY REGIONAL COMMUNICATIONS SYSTEM) BUDGET** [For Possible Action] – A review, discussion, and possible action to recommend that the 800MHz Joint Operating Committee approve the fiscal year 2023/2024 WCRCS Budget. *Quinn Korbulic & Melissa Lawney, Washoe County Technology Services*

Quinn Korbulic, Washoe County Technology Services, reviewed his [staff report](#), the proposed [FY24 budget](#) and [agency contribution comparison](#).

WCRCS FY23/24 Proposed Budget Highlights
Overview of Budget Proposal: <ul style="list-style-type: none">• Total Radio Count increase of 208.5• 2.9% Operations budget increase over FY22 - 23.• Staff continues to recommend the 10% contribution for Infrastructure enhancement.<ul style="list-style-type: none">○ Cost per radio <i>decrease</i> of \$1.14 per radio per year to \$255.87 (Operations only).
Operations: <ul style="list-style-type: none">• Total Operations Budget: \$1,812,813.31• Operations Budget increase: \$45,524.18• Covers 4.75 FTE staff including the Regional Communications Coordinator, a Sr. Network Engineer, and two Network Engineers.

Shane Akerson, Truckee Meadows Fire Protection District, moved to recommend that the 800MHz Joint Operating Committee approve the fiscal year 2023/2024 WCRCS Budget. Austin

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Mills, 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 & RADIO COUNTS** [Non-action item] – An ongoing review and status update on the issue of limited LID availability on the current contractual obligations of our end users and current remaining radio counts. Washoe County Regional Communication System. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services reviewed her [presentation](#) (slides 1-4) reviewing the current status of LIDs, radio purchase progress, Harris sales representative contact information. Agencies are being asked to audit their fleets and LIDs are being issued on a case-by-case basis.

Harris is expected to be onsite beginning December 2022 beginning the 14-month window they will be available for programming and installations. The current contracted pricing will be available for one year after final system acceptance (~2026).

LID Status

- Remaining LIDs: 35
 - UNR
 - Issued 2 LIDs to DRI
 - Pending requests
 - TMFPD (15) – Audited existing LIDS- ready to reuse discovered LIDs
 - WC alternative Sentencing (2)
 - WCSD (4)- Auditing existing LIDS
 - Issuance of LIDs will be looked at **case by case** and prioritized accordingly. Please allow for a few weeks to get back to all requests.
 - **REQUEST for ALL agencies to free up LIDS** Please contact us for a list of active LIDS for your agency to conduct your own internal Audit.**

6. **SYSTEM STATUS UPDATE** [Non-action item] – An informational update on the operational status of the 800 MHz Communication System. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services reviewed her [presentation](#) (slides 6-10) reviewing the System Status Update focusing on microwave installations and related planned outages, the core and software updates, Cold Springs site construction status, and the Radio Shop move. No further outages are planned for this year. Radio programming was discussed including use of channels and shortcuts. Agencies were encouraged to plan radio purchase timing to ensure contract pricing. The videos that the Radio Shop team had prepared were appreciated and found helpful.

7. **WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM INFRASTRUCTURE MAINTENANCE AND REPLACEMENT UPDATE** [Non-action item] – A review of maintenance

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and replacement needs for WCRCS Infrastructure. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services reviewed her [presentation](#) (slides 11-15) providing updates on system maintenance focusing on battery replacement, Dehydrator/Waveguide pressure testing, and inspections and repairs of HVAC, generators, towers, radios, security cameras, and interference. There was discussion of the generation at the Slide Mountain site. The goal is to over time replace and standardize the generators with regular review of lifespan and availability of parts. The interference issues were investigated with the help of an outside vendor. 35 bi-directional amplifiers were visited; 13 were turned off, 12 were fixed and one is awaiting review by the FCC.

- 8. IN-BUILDING COVERAGE INFRASTRUCTURE UPDATE** [Non-action item] – A review of in-building radio coverage infrastructure, to include but not be limited to: FCC licensing requirements, registration requirements, and various technologies related to in-building radio system coverage. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services reviewed her [presentation](#) (slides 16-18) detailing the proposed process to ensure bi-directional amplifier (BDA) registration with Washoe County and the FCC, including an in-building coverage responsibility flow chart. Ms. Lawney invited others to consider participating in the Safer Building Coalition with free membership for public agencies.

- 9. 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 March 16, 2023, 10:00 a.m.

None

- 10. PUBLIC COMMENT** [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. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the 800 MHz Users Committee as a whole

There was no response to the call for public comment.

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

The meeting adjourned at 11:03 p.m.

Approved as written in session September 21, 2023.