

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

Keith Mullen, Chair
Vacant, Vice-chair
Robert Allen, Secretary

****Draft Meeting Minutes****

Thursday, September 21, 2023

10:00 a.m.

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

This meeting will be held at the physical location listed above and via teleconference, as provided below.

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

Committee Members

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

AGENDA

1. CALL TO ORDER AND DETERMINATION OF QUORUM [Non-Action Item]

The meeting was called to order at 10:01 a.m.; a quorum was reached at 10:13 a.m.

Present

- | | |
|--|------------------------------------|
| • City of Reno | Robert Allen (joined 10:13 a.m.) |
| • City of Sparks | Keith Mullen |
| • Nevada Air National Guard | David Todd Curtis |
| • Nevada Dept. of Transportation | Richard Burger (joined 10:20 a.m.) |
| • Pyramid Lake Paiute Tribe | Don Pelt |
| • Reno-Tahoe Airport Authority | Nicole Lacap |
| • Truckee Meadows Fire Protection District | Shane Akerson |



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- UNR Jeremy Irwin
- Washoe County Jenn Felter
- Washoe County School District Jon Kelly

Absent

- Incline Village General Improvement district (vacant)
- North Lake Tahoe Fire Protection District
- Reno-Sparks Indian Colony (vacant)
- Truckee Meadows Water Authority
- US Dept. of Veterans Affairs
- US DEA (vacant)

Washoe County Deputy District Attorney Brandon Price was also present. He provided the details to participate in the meeting and to provide public comment.

2. **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. Each person addressing the Committee shall give their first and last name. Comments are to be made to the 800 MHz Users Committee as a whole.

Keith Mullen, City of Sparks, introduced Division Chief Keller as a new Joint Operating Committee member for the City of Sparks.

3. **ELECTION OF OFFICERS** [For Possible Action] Discussion and possible action to elect Committee Vice-Chair.

Keith Mullen, City of Sparks, nominated and moved to appoint Shane Akerson, Truckee Meadows Fire Protection District, as Vice-Chair; Member Akerson accepted the nomination. Jenn Felter, Washoe County provided the second. There were no further nominations or Committee discussions. There was no response to the call for public comment. Upon a call for the vote, the motion carried unanimously.

4. **APPROVAL OF THE DECEMBER 15, 2022, AND MARCH 16, 2023, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Shane Akerson, Truckee Meadows Fire Protection District, moved to approve the December 15, 2022, and the March 16, 2023, minutes as written. Jenn Felter, Washoe County, 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.

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7. **WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM INFRASTRUCTURE MAINTENANCE AND REPLACEMENT UPDATE** [Non-Action Item] – A review, status update, and discussion of maintenance and replacement needs for WCRCS Infrastructure. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services reviewed her [presentation](#) (slides 6-8) for this item focusing on DC battery bank and rectifier testing, HVAC, generator and security alarm inspection and repairs; tower inspections and remote alarms, radio maintenance and alignment. There will be a future request for a new generator for Fox Mountain.

8. **WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM REPLACEMENT OF VIRGINIA PEAK & PEAVINE PEAK HVAC UNITS** [For Possible Action] – A review, discussion, and possible action to recommend that the 800MHz Joint Operating Committee approve funding for labor and materials to replace the Heating, Ventilation, Air Conditioning (HVAC) units at both Virginia Peak and Peavine Peak communication sites at a cost not to exceed \$55,000 for both sites; funded through the Washoe County Regional Communications System Operations and Maintenance Budget, equipment capital account. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services reviewed her [presentation](#) (slides 9-10) for this item requesting cooling with heat pumps for Virginia and Peaving Peaks. There was need to clarify if the quotes were for one or two units per site. No action was taken on the item.

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 December 21, 2023, 10:00 a.m.

- Bidirectional Amplifiers and registration process update
- Melissa Lawney, Washoe County Technology Services, shared John Byerly and John Rees will be available coordinating the meetings and be available during her scheduled leave (mid-December through February).

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. Each person addressing the Committee shall give their first and last name. Comments are to be made to the 800 MHz Users Committee as a whole.

Andrea Esp, Northern Nevada Public Health, shared they may be able to free up some LIDs that are currently assigned to stationary locations.

11. **ADJOURNMENT** [Non-Action Item]

The meeting adjourned at 10:45 a.m.