

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

Keith Mullen, Chair
Shane Akerson, Vice-chair
Robert Allen, Secretary

****Meeting Minutes****

Thursday, March 21, 2024

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

AGENDA

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

The meeting was called to order at 10:00 a.m.

Present

• City of Reno	Robert Allen
• City of Sparks	Keith Mullen
• Nevada Air National Guard	David Todd Curtis
• 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



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|---------------------------------|-------------|
| • UNR | Ed Atwell |
| • Washoe County | Jenn Felter |
| • Washoe County School District | Jon Kelly |

Absent

- Incline Village General Improvement district (vacant)t
- Pyramid Lake Paiute Tribe
- Reno-Sparks Indian Colony (vacant)
- Truckee Meadows Water Authority
- US Dept. of Veterans Affairs
- US DEA (vacant)

Deputy District Attorney Lindsey Liddell, Washoe County Deputy District Attorney's Office, was in attendance.

2. INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE [Non-Action Item].

Washoe County Deputy District Attorney Lindsey Liddell provided the instructions for providing public comment: This was an in-person meeting; however, Committee members and members of the public may attend this meeting by teleconference via this Teams Meeting link (Meeting ID: 281 506 162 13, Passcode: nXFB78), or by telephone by dialing 775-325-0620 and entering Conference ID: 530 377 908#. Members of the public may provide public comment in person, attending via teleconference, or by telephone. To provide public comment via Teams, log into the Teams Meeting at the above link and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, press *5. Press *6 to mute/unmute.

3. 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.

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

4. APPROVAL OF THE DECEMBER 21, 2023, MINUTES [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Ed Atwell, UNR, moved to approve the December 21, 2023, minutes as written. Shane Akerson, Truckee Meadows Fire Protection 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.

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5. **ELECTION OF OFFICERS** [For Possible Action] -- Discussion and possible action to elect Committee officers, including a Chair, Vice-Chair, and Secretary.

Ed Atwell, UNR, nominated and moved to reappoint all current officers (Keith Mullen, City of Sparks, as Chair; Shane Akerson, Truckee Meadows Fire Protection District, as Vice-chair; and Robert Allen, City of Reno, as Secretary). Jenn Felter, Washoe County, seconded the motion. All nominees accepted. 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.

6. **LID (LOGICAL IDENTIFICATION NUMBER) STATUS UPDATE** [Non-Action Item] – A review and status update on the issue of limited LID availability for end users. *Melissa Lawney and John Byerly, Washoe County Regional Communications System*

Melissa Lawney, Washoe County Technology Services, shared there are 98 remaining LIDs with pending requests from several agencies some of which need to have the correct agreements in place prior to issuance; there are expected to be enough LIDs to fulfill all requests. Work continues to review and confirm radio inventory assignments in MCM (asset management system).

7. **SYSTEM STATUS UPDATE** [Non-Action Item] – An informational update and discussion on the operational status of the 800 MHz Communication System, including but not limited to, recent outages, repairs, and maintenance; software updates, system changes, or staffing updates. *Melissa Lawney and John Byerly, Washoe County Regional Communications System*

Melissa Lawney, Washoe County Technology Services, spoke to the need for the team to focus resources on in-building infrastructure inspections. In response to questions about the program process, it was shared that Washoe County continued work on defining Code requirements, creating checklists and tools and working with others involved in the permitting process for the fire agencies. Ms. Lawney expressed a desire to have only Class A devices be permitted and to require four-hour rated cable even with a sprinkler system. It was clarified that a building could be constructed with the wiring inspected prior to a system being setup. Moving forward, Washoe County is continuing to construct a website and process for registration and mapping, as well as defining the steps for initial and annual inspections. Given the scope of the inspection process, there is a potential to consider implementing a fee reliant on direction from this Committee and the Joint Operating Committee; and executing any required agreements. Next steps include working with updated Accela coding to add inspections to the building review process of other agencies.

8. **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 and John Byerly, Washoe County Regional Communications System*

Melissa Lawney, Washoe County Technology Services, shared the weather change has permitted work on the radio alignments with continued work on remediation in preparation for next deployments for P25 planned if the weather continues to permit.

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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 June 20, 2024, 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. 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.

There was no response to the call for public comment.

11. ADJOURNMENT [Non-Action Item]

The meeting adjourned at 10:24 a.m.

Approved as written in session June 20, 2024.