

# **WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM**

## **P25 TECHNICAL ADVISORY COMMITTEE**

Keith Mullen, Chair, City of Sparks  
Robert Allen, Secretary, City of Reno  
Jenn Felter, Washoe County  
Shane Akerson, Truckee Meadow Fire  
Protection District  
Shawn Tayler

***\*\*Meeting Minutes\*\****

**Thursday, March 21, 2024**

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

This meeting was scheduled to begin directly after the 800 MHz Users Committee meeting but no earlier than 10:30 a.m.

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](https://www.washoecounty.gov/technology/board_committees/800mhz_users/index.php)

### **AGENDA**

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

The meeting was called to order at 10:34 a.m.

##### **Present**

- |  |               |
|--|---------------|
| • City of Reno                             | Robert Allen  |
| • City of Sparks                           | Keith Mullen  |
| • Truckee Meadows Fire Protection District | Shane Akerson |
| • Washoe County                            | Jenn Felter   |
| • At Large                                 | Shawn Tayler  |

##### **Absent**

All members were present.

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



QUALITY  
PUBLIC SERVICE



INTEGRITY



EFFECTIVE  
COMMUNICATION

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### **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 P25 Technical Advisory 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 P25 Technical Advisory 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 JUNE 15, 2023, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Jenn Felter, Washoe County, moved to approve the minutes as written; Ed Atwell (non-Committee member), 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.

[This item will be added to the next agenda for corrective action.]

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

Jenn Felter, Washoe County, nominated and moved to appoint 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. Shawn Tayler seconded the motion. 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. NEVADA SHARED RADIO SYSTEM UPDATE** [Non-Action Item] – A review, status update, and discussion on the progress of Washoe County, NDOT, and NV Energy on the Nevada Shared Radio System (NSRS) project, including but not limited to: progress of planning, design and construction activities in Region 2 of NSRS, end-user equipment installation and

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programming, and project expenses. *Quinn Korbolic & Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, shared construction and some weather considerations continue to push out the expected regional acceptance date.

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

Melissa Lawney, Washoe County Technology Services, shared the inspection process for bi-directional amplifiers (BDAs) takes a considerable amount of time and there may be need to consider implementing an associated fee or otherwise address current resource limitations. Updates have been made in Accela for the building permit process for new buildings to include the inspection and will be available to the other jurisdictions soon. Washoe County as the FCC license holder is required to monitor and ensure that devices are not creating interference. In response to questions about models other jurisdictions have employed, it was shared that some have fees and tied compliance with issuance of a certificate of occupancy; and many others are similarly early in determining what will work. Staff anticipates seeking direction from the Joint Operating Committee in April.

Member Akerson expressed appreciation for work done to this point and support for continuing to evaluate and refine the process. He shared he'd prefer the inspection process not be outsourced unless there's a training component.

Ed Atwell, UNR, shared concerns with funding and questioned the plan to bring existing buildings into compliance.

Member Tayler encouraged that the Joint Operating Committee be presented with any data available showing the amount of time for the inspections and related activities. He questions the plan for follow-up after first inspection and maintenance; and how to address interference issues that haven't been resolved. Member Felter questioned how change of ownerships were going to be managed and if there was an effort to share the requirements with vendors to help ensure compliance.

There was discussion of compiling a list of vendors and the potential to issue local fines (in addition to those imposed by the FCC) to owners of BDAs that are causing interference and not being corrected.

- 8. ALTERNATIVE FUNDING SOURCES FOR P25 RADIO SYSTEM SITE CONSTRUCTION** [Non-Action Item] A review and discussion on alternative sources of funding for P25 Radio System construction including, but not limited to, discussion of funding by source, funding amounts, and funding application processes. *Quinn Korbolic, Washoe County Technology Services*

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Quinn Korbolic, Washoe County Technology Services, shared Washoe County was actively exploring alternative funding sources including federal grants to cover the expected \$5.8 million shortfall. It may be helpful to consider enlisting the services of a contractor to help with finding the correct funds and possibly to assist with appropriate grant applications. Ed Atwell, UNR, suggested LexiPol as an example of a service that could be considered. There was discussion of the grant services available within the County and the potential benefits of hiring a consultant that could focus their time on the specific needs of the system and be more responsive to grant deadlines.

- 9. P25 TECHNICAL ADVISORY COMMITTEE MEMBER/STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-Action Item] – No discussion among P25 Technical Advisory Committee members will take place on this item. The next regular meeting is scheduled for June 20, 2024, after the conclusion of the 800 MHz Users meeting and no earlier than 10:30 a.m.

- In-building coverage infrastructure updates

- 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 P25 Technical Advisory 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 P25 Technical Advisory Committee as a whole.

There was no response to the call for public comment.

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

The meeting adjourned at 11:34 a.m.

Approved as amended in session June 20, 2024.