

911 Emergency Response Advisory Committee

Minutes

THURSDAY ~ MARCH 19, 2015 ~ 1:30 P.M.
REGIONAL EMERGENCY OPERATIONS CENTER
5195 SPECTRUM BOULEVARD, RENO, NEVADA

MEMBERS

Chris Maples, Chair
Daniel Johnson, Vice-chair
Mike Brown
Duane Meyer
Aaron Kenneston
Rob Van Diest
Teresa Wiley

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

Chair Maples called the meeting to order at 1:30 p.m. A quorum was established.

PRESENT: Michael Brown, Daniel Johnson, Chris Maples, Duane Meyer and Rob Van Diest. Aaron Kenneston joined the meeting at 1:32 p.m.

ABSENT: Teresa Wiley.

Jen Gustafson – Deputy District Attorney, was also present.

2. PUBLIC COMMENTS [Non-action item]

Annette Van Der Wall – Washoe County Technology Services, introduced Craig Betts.

Mr. Betts commented that he assumed the CIMO (Chief Information Management Officer) position as of March 1, 2015, and had come from a similar position in Douglas County (Nevada). Mr. Betts noted that he resided in area since 1988.

3. APPROVAL OF MINUTES [For possible action] – January 22, 2015

It was moved by Member Van Diest, seconded by Member Meyer, to approve the January 22, 2015, minutes, as submitted. The motion carried: Members Brown, Johnson, Kenneston, Meyer, Van Diest and Chair Maples assenting; and Member Wiley absent.

4. REVENUE/PAYABLES AND ENDING FUND BALANCE REPORTS [For possible action] – A review, discussion and possible action to accept the Revenue/Payables and Uncommitted Ending Fund Balance reports.

Annette Van Der Wall – Technology Services, outlined the reports (copies on file) noting that collections are coming in on average at \$1,085.00 more per month than anticipated through the end of January 2015 and that the Uncommitted Ending Fund Balance as of February 28, 2015, indicates a balance of \$688,000.00 at the end of the fiscal year (June 30, 2015).

Aaron Kenneston joined the meeting at 1:32 p.m.

Hearing no public comment Chair Maples asked for board discussion or a motion.

It was moved by Member Brown, seconded by Member Meyer, to accept the Revenue/Payables and Uncommitted Ending Fund Balance reports, as presented. The motion carried: Members

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Brown, Johnson, Kenneston, Meyer, Van Diest and Chair Maples assenting; and Member Wiley absent.

- 5. REQUEST FOR FUNDING 911 COMPUTER WORKSTATIONS SPARKS PSAP (Public Safety Answering Point)** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a request for funding in an amount not to exceed \$20,305.60 for replacement of seven (7) computer workstations at the City of Sparks PSAP.*

Doug Campbell - Sparks Police Department, outlined the \$20,305.60 funding request for seven (7) computer workstations. Mr. Campbell noted that the current PC's are nearing end of life and will not meet Tiburon requirements that take effect June 1, 2015.

Hearing no public comment Chair Maples asked for board discussion or a motion.

Responding to questions, Mr. Campbell explained that the life expectancy for most computers is about five (5) years. However, since the equipment is used 24/7 the expectancy is shortened to about three (3) or four (4) years.

Clay Griffin – Washoe County, noted that the Washoe County PSAP (Public Safety Answering Point) had refreshed their computers in 2014 and that the Washoe County PSAP is on a three (3) to five (5) year refresh schedule.

Mr. Campbell stated that the Sparks PSAP would purchase computers that are consistent with those being used by the Reno and Washoe County PSAPs.

It was moved by Member Brown, seconded by Member Meyer, to approve funding in an amount not to exceed \$20,305.60 for replacement of seven (7) computer workstations at the City of Sparks PSAP. The motion carried: Members Brown, Johnson, Kenneston, Meyer, Van Diest and Chair Maples assenting; and Member Wiley absent.

- 6. RADIO CONSOLE PURCHASE FOR DISPATCH** [For possible action] – *A review, discussion and possible action to approve deny or otherwise modify a request to fund five (5) Symphony Consoles for the Washoe PSAP (Public Safety Answering Point) at a cost not to exceed \$225,000.00.*

Clay Griffin – Washoe County PSAP (Public Safety Answering Point), outlined the request noting that the Maestro consoles currently in use are no longer supported and not compatible with newer technology. Mr. Griffin explained that two (2) IP (Internet Protocol) consoles had been purchased and are waiting for implementation of the SR1. The five (5) new consoles will also provide encryption so that personal data does not have to be given over plain talk frequencies. Additionally, the new equipment will also be NCIC (National Crime Information Center) compliant.

Hearing no public comment Chair Maples asked for Board comment or motion

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Member Johnson pointed out that he believes funding of this request would reduce the \$500,000.00 reserve previously approved by this body.

Responding to Member Meyer's inquiry about whether the number of consoles could be phased in over time, Mr. Griffin stated that the consoles could be phased in over a 6-month timeline. Mr. Griffin suggested that the request be reduced to three (3) consoles, which should come in at about \$135,000.00. Mr. Griffin will obtain a revised cost estimate.

Chair Maples asked that the request be accompanied by a detailed staff report at the May 7, 2015, meeting.

7. VERINT QUOTE FOR TRANSFER OF EXACOM DATA TRANSFER [Non-action item] – *An informational update on Verint's ability to transfer Exacom data.*

Clay Griffin – Washoe County PSAP (Public Safety Answering Point), explained that the Verint solution previously discussed would be very labor intensive in that it would require the transfer of one call at a time. Mr. Griffin noted that the Reno and Washoe County PASP's handled \pm 500,000 calls annually and that the Verint solution for transfer of records is being withdrawn for that reason.

8. UPDATE ON THE EXACOM MAINTENANCE CONTRACT [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a request to: 1) renew the Exacom contract for a one year period February 7, 2015 to February 6, 2016, in an amount not to exceed \$18,615.00; or 2) approve an option to pay \$498.00 for initial consultation and \$249.00 for each additional hour of support.*

Gary Beekman – Washoe County Technology Services, outlined the agenda item noting that the maintenance contract would be for one year increments at a cost of \$37,230.00 compared to the hourly charge of \$498.00 for the initial consultant per incident and \$249.00 for each additional hour.

Hearing no public comment Chair Maples asked for Board discussion or motion.

Responding to Member Meyer's inquiry about staff's recommendation, Mr. Beekman stated that staff suggests approval of the hourly scenario. Additionally, Exacom has indicated that the recording equipment is owned by the region.

It was moved by Member Meyer, seconded by Member Brown, to authorize staff to implement the hourly maintenance process, which includes an initial consultation fee per incident and hourly rate as presented. The motion carried: Members Brown, Johnson, Kenneston, Meyer, Van Diest and Chair Maples assenting; and Member Wiley absent.

9. REVIEW OF THE 5-YEAR MASTER PLAN TO SET PRIORITIES FOR FISCAL YEAR 2015-2016 [For possible action] – *A review, discussion and possible action to develop priorities for the FY 2015-2016 as required by the 5-year Master Plan.*

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Jen Gustafson – Deputy District Attorney, commented that the 911 Emergency Response Advisory Committee is required to review the 5-year Master Plan annually, take public comment and review priorities.

Chair Maples commented that he had read both the 2007 and 2013 versions of the 5-year Master Plan and suggested that Board members start their review with the existing vision and mission statements to determine what, if any, changes were warranted. Additionally Chair Maples asked Deputy District Attorney Jen Gustafson whether the bylaws he has (copy on file) were adequate and if the bylaws should include a signature/date to show that they had been formally adopted.

Member Brown drew attention to the Matrix Report that provides an overview of the intent of the statute as well as the scope of work the board is responsible for.

Member Kenneston concurred and suggested that there be a few presentations by the PSAP Managers on interoperability, funding needs to cover future equipment and technology upgrades to carry the region into the future with a sustainable system.

Member Johnson pointed out that within the current 5-year Master Plan there is a priority list of projects. Member Johnson suggested that the staff report include a list of future project priorities in order of need along with estimated implementation costs.

It was moved by Member Brown, seconded by Member Johnson, review the 5-year Master Plan Update prepared by the Galena Group as presented and request a presentation by the PSAP (Public Safety Answering Point) Managers and Technology Services staff to develop a list of funding priorities. The motion carried: Members Brown, Johnson, Kenneston, Meyer, Van Diest and Chair Maples assenting; and Member Wiley absent.

10. APCO (Association of Public Safety Communication Officials) TRAINING UPDATE [Non-action item] – *An informational update on the August 2014 APCO seminar.*

There was no presentation on this agenda item.

11. 911 EMERGENCY RESPONSE ADVISORY COMMITTEE MEMBER AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS [Non-action item] – *No discussion among committee members will take place on this item. The next regular meeting is scheduled at 1:30 p.m., May 7, 2015.*

The May 7, 2015, meeting agenda may include, but is not limited to: 1) Continued discussion of Washoe County PSAP (Public Safety Answering Point) funding request for five (5) radio consoles; 2) Informational Presentation on the linkages and interoperability capabilities as well as policies on when the REOC (Regional Emergency Operations Center) is activated; 3) Discussion of reverse 911 capabilities and possible funding of CodeRed or similar services/vendors; and 4) Discussion and possible action to form a committee to provide guidance and recommendations on strategic plan objectives and priorities.

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12. PUBLIC COMMENT [Non-action item]

There were no public comments.

13. ADJOURNMENT [Non action item]

Chair Maples adjourned the meeting at 2:03 p.m.

AS AMENDED AND APPROVED BY THE 911 EMERGENCY RESPONSE ADVISORY COMMITTEE IN SESSION ON MAY 7, 2015.