

911 Emergency Response Advisory Committee

DRAFT of Minutes

Thursday, September 21, 2017 ~ 1:30 P.M.
REGIONAL EMERGENCY OPERATIONS CENTER
5195 SPECTRUM BOULEVARD, RENO, NEVADA

MEMBERS

Bill Ames, Chair
Teresa Wiley, Vice-chair
Duane Meyer (at-large)
Dena Avansino
Aaron Kenneston
Mac Venzon
Jim Reid

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

Chair Ames called the meeting to order at 1:30 p.m.

PRESENT: Bill Ames, Aaron Kenneston, Duane Meyer, Mac Venzon and Teresa Wiley.

ABSENT: Dena Avansino and Jim Reid.

Herb Kaplan – Deputy District Attorney, was also present.

2. PUBLIC COMMENTS [Non-action item]

Jenny Jensen – Reno Public Safety Dispatch, introduced herself and noted that she is replacing Suzy Rogers for Public Safety Dispatch and will be present at future meetings.

3. APPROVAL OF AUGUST 3, 2017, MINUTES [For possible action]

This item was continued pending correction of several minor edits and will be heard at the November 16, 2017 meeting.

4. REVENUE/PAYABLES REPORTS [For possible action] – *A review, discussion and possible action to accept the Revenue/Payables reports.*

Quinn Korbolic – Technology Services, introduced Sara DeLozier who replaces Annette Vanderwall who previously provided the updates.

Sara DeLozier - Washoe County Technology Services, drew attention to the revenue report for July and the partial report for the month of August 2017. Ms. DeLozier noted that staff is reviewing possible modification to the report that will make them easier to understand.

Hearing no public comment, Chair Ames asked for Board discussion or a motion.

It was moved by Member Wiley, seconded by Chair Ames, to accept the Revenue and Payable report, as presented. The motion carried: Members Kenneston, Meyer, Venzon, Wiley and Chair Ames assenting; and Members Avansino and Reid absent.

5. FUND BALANCE REPORTS [For possible action] – *A review, discussion and possible action to accept the Uncommitted Fund Balance reports.*

Sara DeLozier – Washoe County Technology Services, noted that the budget for travel/training for Fiscal Year 2018 had been approved by the BCC (Board of County Commissioners) in the amount of

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\$94,771.65. Ms. DeLozier explained that salaries and other professional costs that the fund is obligated to pay is accounted for somewhat differently than encumbered funds.

Member Meyer suggested that perhaps the discretionary and encumbered fund items be modified to more clearly reflect the financial obligations by encumbering all funds that are earmarked for other expenses.

Quinn Korbolic – Washoe County Technology Services, further explained that past practice has been to deduct known expenses such as salary, benefits and other recurring expenses from the estimated balance available. Mr. Korbolic noted that in some instances expenses are not shown as encumbered as bills will be submitted for payment. Staff will review the suggestion and see if there are other ways in which to modify the report for greater clarity and transparency.

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

It was moved by Member Meyer, seconded by Member Wiley, to accept the uncommitted Fund Balance reports, as submitted. The motion carried: Members Kenneston, Meyer, Venzon, Wiley and Chair Ames assenting; and Members Avansino and Reid absent.

6. **INFORMATIONAL UPDATE ON BODY WORN CAMERA LEGISLATION [SB 176]** [Non-action item] – *A informational update on the 2017 body worn camera legislation, and its impacts to the 911 Emergency Response Advisory Committee (“ERAC”) and 911 surcharge funds.*

Chair Ames commented that he did not have an update on this particular item.

7. **FIVE YEAR MASTER PLAN UPDATE (JANUARY 2018)** [For possible action] - *A review of progress on the 5 Year Master Plan for the purpose of: (1) updating the existing 5 Year Master Plan for the enhancement of the 911 telephone system for reporting emergencies, which expires in January 2018; and (2) formulating a 5 Year Master Plan for purchasing and maintaining portable and vehicular event recording devices.*

Quinn Korbolic - Technology Services, noted that Stu Cronan – Galena Group, was present to provide an update on the process thus far.

Stu Cronan – Galena Group, explained that the document is being prepared in two sections, one for 911 and the second to address body cameras. The two sections will conclude in a third section which will focus on the financial aspects of the 5 year plan. Mr. Cronan pointed out that the Master Plan update will not address individual agency policies/procedures and focus solely on technology and the associated costs/expenses. The legislation also requires a change in the makeup of the 911 Emergency Response Advisory Committee. Mr. Cronan noted that he had included John Scruggs in this endeavor given his expertise with the City of Portland and State of Oregon legislation on body cameras. Mr. Cronan noted that he had started interviews with the City of Sparks and that issues will be separated as they pertain to 911 Dispatch and Body Cameras. The discussions will cover a wide range of issues from additional technology, equipment including the cameras as well as additional

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staffing to handle evidence requests over the next few weeks. It is anticipated that the process will conclude in December (2017).

There were no public comment and no specific action was taken.

- 8. ADDITION AND/OR SUBSTITUTION OF MEMBERS TO THE 911 EMERGENCY RESPONSE ADVISORY COMMITTEE AS AN IMPACT OF SB 176** [For possible action] - *A ongoing review, discussion and possible action to request that applicable law enforcement agencies appoint necessary committee members to satisfy the following categories: the chief law enforcement officer or his or her designee from each office of (a) the county sheriff, (b) police department of an incorporated city within the county, and (c) department, division or municipal court of a city or town that employs marshals within the county.*

Chair Ames opened the agenda item noting that he did not have any specific update.

Jamie Rodriguez – Washoe County Manager's Office, noted that the BCC (Board of County Commissioners) will conduct the first reading of the ordinance that changes the membership from seven to nine on September 26, 2017. The intent is to stagger the terms of the appointees, so 1 member from each locality will have an initial 2 year term, while the other 2 members will have 4 year terms. The current board is set to expire on November 16. Ms. Rodriguez explained that Washoe County, the City of Reno and City of Sparks would appoint their representative in accordance with the legislation. Ms. Rodriguez explained that she believes the intent is to modify the membership of the board after the November 16, 2017, meeting with new members assuming their positions after the conclusion of the November 16, 2017, E911 advisory board meeting.

There were no public comments and no specific action was taken.

- 9. NENA TRAINING REPORT** [Non-action item] – *An informational update on the NENA (National Emergency Number Association) training June 4 through 7, 2017.*

Member Wiley recalled that one of the requirement of the training program was for the 911 Emergency Response Advisory Committee to receive reports after the training is completed.

There was no formal presentation provided.

- 10. PUBLIC SAFETY TRAINING CONFERENCE FOR SPARKS POLICE DEPARTMENT PSAP (Public Safety Answering Point)** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a request for reimbursement for the costs associated with attending the National APCO (Association of Public Safety Communication Officials) conference on August 12, 2017, through August 17, 2017 in Denver, CO. in the amount of \$4,890.00.*

Member Wiley outlined the reimbursement request noting that a report had been submitted (copy on file).

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

It was moved by member Venzon, seconded by Member Kenneston, to approve the request to reimburse the City of Sparks for the August 12 through 17, 2017, APCO (Association of Public Safety Communication Officials) training in Denver, Colorado in an amount not to exceed \$4,890.00. The motion carried: Members Kenneston, Meyer, Venzon, Wiley and Chair Ames assenting; and Members Avansino and Reid absent.

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., November 16, 2017.*

Aaron Kenneston suggested that an agenda item be added to receive an update on the RFP process on collection of underpaid 911 surcharge fees.

12. **PUBLIC COMMENT** [Non-action item]

Jenny Hansen suggested that the Master Plan (once ratified) be utilized as a road map of sorts in creating training curriculum. From the Goals of the Strategic Plan, actionable objectives be created that may result in training courses including items like: FirstNet and Implications to 9-1-1; Next Generation 9-1-1 and the Northern Region of Nevada; MLTS and Enhanced 9-1-1 in Washoe County.

13. **ADJOURNMENT** [Non action item]

Chair Ames adjourned the meeting at 1:58 p.m.