- **DATE:** 05-04-17
- TO: 911 Emergency Response Advisory Committee
- **FROM:** Teresa Wiley, Sparks Police Department Dispatch, twiley@cityofsparks,us 775-353-2420
- THROUGH: Brian Allen, Chief of Police, Sparks Police Department
- **SUBJECT:** REQUEST FOR TRAVEL AND TRAINING FOR SPARKS POLICE DEPARTMENT, PSAP : A review, discussion and possible action to approve, deny or otherwise modify a request for funding for the costs associated with attending NENA 2017, a training conference in San Antonio, TX, from June 3, 2017 through June 8, 2017, for two dispatchers from Sparks Police Department for a cost not to exceed \$5,683.00 for travel, registration, seminars, and meetings. Reno Police Department will not be sending anyone to this conference

SUMMARY

PUBLIC SAFETY TRAINING CONFERENCE FOR PRIMARY PSAP (Public Safety Answering Point) SPARKS POLICE DEPARTMENT:

A review, discussion and possible action to approve, deny or otherwise modify a request for funding for the costs associated with attending NENA 2017, a training conference in San Antonio, TX, from June 3, 2017 through June 8, 2017, for two dispatchers from Sparks Police Department for a cost not to exceed \$5,683.00 for travel, registration, seminars, and meetings. Reno Police Department will not be sending anyone to this conference.

NRS APPLICABLE: *NRS 244A.7645* Provides approval of costs associated with maintenance, upgrade and replacement of equipment necessary for the operation of the enhanced telephone system.

STAKEHOLDER REVIEW(s)

Stakeholder is a primary Public Safety Answering Points (PSAP) – Sparks Police Department Dispatch and Washoe County Sheriff's Office.

PREVIOUS ACTION BACKGROUND

Yearly a request is made for funding for two (2) individuals from each of the three (3) primary PSAP's to attend the conference. This conference will provide critical training on 911 technology operations, policies and education issues.

FISCAL IMPACT

The Enhanced 911 Fund is a special revenue fund which receives revenue pursuant to NRS 244A.7643 in the form of telephone surcharges collected to support the emergency reporting system. Budget authority exists within the E911 Fund to the travel and training to the public safety training conferences for registrations, seminars and meetings.

NENA 2017 training conference in San Antonio, TX, LA, registration is \$749.00 per person, airfare is approximately \$540.00 per person round trip, travel and lodging is \$1552.29 per person, for a total not to exceed \$5,683.00. Attending for Sparks Police Department are Shelley Burkhart and Maureen Dyette, both are dispatchers.

RECOMMENDATION

It is recommended that the E911 Emergency Response Advisory Committee approve the request for funding for the costs associated with attending the NENA 2017 training conference not to exceed \$5,683.00.

POSSIBLE MOTION

Move to approve the recommendation to fund the NENA 2017 training conference not to exceed \$5,683.00

Sparks City of Sparks RWG							ised	1	1	Sparks	
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Shelley Burkh	nart			Police						Date	4/5/17
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6/3/17	^{Time} 6:15 AM	Return Date 6/8/17	Time	Time Subsistence Rate							
6/3/17 6:15 AM 6/8/17 10:30 PM \$64.00 Place "1-4" if P-Card or "5" Paid in advance through A/P Check Here ↓											
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Traveler's Signature					Department Head's Signature						
hereby certify that I have received the following check:					Check Number:						
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Sparks .				Travel Expense Form City of Sparks			Rei	ised	Check Request Num	heck Request Number	
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Travel Location San Antonio,			Purpose To attend th	ence							
6/3/17	Time 6:15 AM	Return Date 6/8/17	To attend the NENA 2017 Conference Time Subsistence Rate 10:30 PM \$64.00								
Place "1-4" if P-Card or "5" Paid in advance through A/P Check Here ↓											
Date	6/3	6/4	6/5	6/6	6/7	6/8		T T		Total	
Air Travel	Sat 539.96	Sun	Mon	Tue	Wed	Thu			1	\$539.96	
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Traveler's Signature I hereby certify that I have received the following check:						Department Head's Signature					
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