

**DATE:** January 2, 2019

**TO:** 911 Emergency Response Advisory Committee

**FROM:** Douglas Campbell, Sparks Police Department, IT Administrator, 775-353-2241 ext. 5545, dcampbell@cityofsparks.us

**THROUGH:** Brian Allen, Chief of Police

**SUBJECT:** REQUEST FOR TRAVEL AND TRAINING FUNDING FOR CITY OF SPARKS POLICE DEPARTMENT: A review, discussion and possible action to approve, deny or otherwise modify a request for funding for the costs associated with two staff members to attend the Central Square 2019 Conference for a cost not to exceed \$6,000.00 for travel, registration, seminars, and meetings.

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### **SUMMARY**

Request to approve 911 funding for two (2) individuals from Sparks Police Department to attend the Central Square (formerly TriTech) 2019 Conference, March 17, 2019 through March 20, 2019 in San Antonio, TX not to exceed the amount of \$6,000.00.

### **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)**

Stakeholders are the Sparks Police Department Public Safety Answering Point.

### **PREVIOUS ACTION & BACKGROUND**

Annually a request is made for funding of 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 with regards to our Central Square Tiburon dispatch and records management systems.

### **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.

The Central Square (formerly TriTech) 2019 Conference is in San Antonio, TX. Conference early registration is \$699 per person, airfare is approximately \$850 per person round trip,

per diem/meals & incidentals is approximately \$250 per person, transportation to and from the airport \$60 per person, round trip (no free shuttle is provided), and lodging is approximately \$980 per person, for an approximate total cost per person of \$2,839. Attending for Sparks Police Department are IT Administrator Douglas Campbell and Manager Lisa Rose-Brown.

### **RECOMMENDATION**

It is recommended that the E911 Emergency Response Advisory Committee approve the request for funding for the costs associated with two (2) staff members attending the Central Square 2019 conference, not to exceed funds of more than \$6,000.00 total for Sparks Police Department.

### **POSSIBLE MOTION**

Move to approve the recommendation to fund costs associated with two (2) staff members attending the Central Square 2019 conference in San Antonio, TX., not to exceed \$6,000.00 for Sparks Police Department.