

**DATE:** May 28, 2019  
**TO:** 911 Emergency Response Advisory Committee  
**FROM:** Jenn Felter, Communications Supervisor, Washoe County 775/333-7017, [jfelter@washoecounty.us](mailto:jfelter@washoecounty.us)  
**THROUGH:** Sheriff Darin Balaam, Washoe County Sheriff's Office  
**SUBJECT:** REQUEST FOR TRAVEL AND TRAINING FOR WASHOE COUNTY SHERIFF'S OFFICE COMMUNICATIONS PSAP: A review, discussion and possible action to approve, deny or otherwise modify a request for reimbursement for the costs associated for attending NENA 2019 conference a public safety training conference for two dispatchers for a total cost not to exceed \$7,000.00 for travel, registration, seminars, lodging, and meetings.

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**SUMMARY**

**PUBLIC SAFETY TRAINING CONFERENCE FOR PRIMARY PSAP (Public Safety Answering Point) WASHOE COUNTY SHERIFF'S OFFICE COMMUNICATIONS:**

A review, discussion and possible action to approve, deny or otherwise modify a request for reimbursement for two (2) individuals from Washoe County Sheriff's Office Communications to attend NENA 2019 conference, June 14, 2019 through June 19, 2019 – Orlando, FL, not to exceed a reimbursement amount of \$7,000.00

**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)**

Stakeholder is a primary Public Safety Answering Points (PSAP) – Washoe County Sheriff's Office Communications.

**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 2019 conference in Orlando, FL registration is \$849.00 per person, airfare is approximately \$1,000.00 per person round trip, lodging is approximately \$1,700.00 (estimated as taxes, resort fee's, and other fee's not included) for both travelers, and per diem/meals is approximately \$330.00 per person, for an approximate total per person of \$2,300.00, with a shared cost on rooms at approximately \$1,700.00. Attending for Washoe County Sheriff's Office are Supervisor Heather Meredith, and Supervisor Karinah Prevost, both assigned to Washoe County Communications.

**RECOMMENDATION**

It is recommended that the E911 Emergency Response Advisory Committee approve the request for the reimbursement costs associated with attending the NENA 2019 conference not to exceed \$7,000.00 total for Washoe County Communications PSAP.

**POSSIBLE MOTION**

Move to approve the recommendation to fund NENA 2019 conference in Orlando, FL not to exceed \$7,000.00.