

911 Emergency Response Advisory Committee

~Draft Minutes~

Thursday, March 12, 2020 ~ 1:30 P.M.
Washoe County Administration Building
Central Conference Room, Building C
1001 E. 9th Street, Reno, Nevada

MEMBERS

Blaine Beard, Washoe County, Chair
Shawn McEvers, City of Sparks, Vice Chair
Doug Campbell, City of Sparks
Gregg Deighton, City of Reno
Alexander Kukulus, Washoe County
Robert Leighton, City of Reno
Tracy Moore, School District
Jamie Rodriguez, Washoe County
Lisa Rose-Brown, City of Sparks
Mac Venzon, City of Reno

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

Members Present

City of Reno, Municipal Court
City of Reno, At-Large
City of Sparks, Police
City of Sparks, Municipal Court
City of Sparks, At-Large
Washoe County, Sheriff
Washoe County, At-Large
Washoe County, At-Large

Gregg Deighton (arrived 1:42 p.m.)
Robert (Bob) Leighton
Lisa Rose-Brown
Doug Campbell
Shawn McEvers (arrived 1:42 p.m.)
Blaine Beard
Alexander Kukulus
Jamie Rodriguez

Members Absent

City of Reno, Police
Washoe County School District

Mac Venzon
Tracy Moore

Jennifer Gustafson, Washoe County Deputy District Attorney, was also present.

Chair Beard noted that no action would be taken on Items 6a and 6c of this agenda.

2. PUBLIC COMMENTS [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 911 Emergency Response Advisory Committee agenda.

Jennifer Gustafson, Washoe County Deputy District Attorney, introduced Deputy District Attorney Lindsay Liddell, announcing she had been assigned as counsel to the Committee moving forward. DDA Gustafson indicated she has enjoyed working with the group and seeing the progress.

Blaine Beard, on behalf of the Committee, expressed appreciation for Ms. Gustafson's work and contributions.

3. APPROVAL OF JANUARY 16, 2020, MINUTES [For Possible Action]

Jamie Rodriguez, Washoe County, moved to approve the January 16, 2020 minutes as written; Blaine Beard, Washoe County, provided the second. There was no response to the call for Committee or public comment. Upon the call for a vote, the minutes were approved unanimously, as written.

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4. **FINANCIAL SUMMARY** [For Possible Action] – A review, discussion, and possible action to accept the Financial Summary updates.

Sara DeLozier, Washoe County Technology Services, reviewed the Financial Summary dated February 28, 2020, noting the surcharge revenue is always a month behind. The report had not yet been updated to reflect the previously approved expenses for conferences that have since been cancelled or rescheduled. She indicated the May meeting would be the last opportunity to receive approval for reimbursements within Fiscal Year 2020. Lisa Rose-Brown, City of Sparks, moved to accept the Financial Summary; Gregg Deighton, City of Reno, provided the second.

There was no response to the call for Committee or public comment. Upon the call for a vote, the Financial Summary was accepted unanimously.

5. **FISCAL YEAR 2020-2021 BUDGET PROPOSAL** [For Possible Action] – A review, discussion and possible action to recommend that the Board of County Commissioners approve and/or approve with modifications the proposed Fiscal Year 2020-2021 E911 budget.

Quinn Korbolic, Washoe County Technology Services, reviewed his staff report and the proposed budget dated March 2, 2020, noting the change that had been made since the January presentation was to include the approximately \$40,000 from the City of Reno's bodycamera contract amendment. The bottom-line budget is the same with the difference being subtracted from the Equipment Capital General Ledger line. It was clarified that the end of year fund balance could exceed the indicated \$3.1 million depending on how much of the \$2 million made available in the Equipment Capital was utilized. The ending fund balance could exceed the \$5 million cap.

Alex Kukulus, Washoe County, moved to approve the proposed Fiscal Year 2020-2021 E911 budget; Jamie Rodriguez, Washoe County, seconded the motion. There was no additional Committee discussion or response to the call for public comment. Upon a vote, the motion carried unanimously.

6. **Consent Items [For Possible Action]**

Funding Requests – Training and Travel

**Items 6a. and 6c were not discussed or acted upon as the related event, Central Square 2020 was rescheduled.

- 6a. **REQUEST FOR TRAINING AND TRAVEL FOR CITY OF RENO PUBLIC SAFETY DISPATCH PSAP – CENTRAL SQUARE 2020** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with sending three attendees to the Central Square 2020 Conference in Las Vegas, Nevada, March 17-20, 2020, in an amount not to exceed \$6,350.

Dena Moore, City of Reno

- 6b. **REQUEST FOR TRAINING AND TRAVEL FOR CITY OF RENO PUBLIC SAFETY DISPATCH PSAP – NAVIGATOR IAED 2020** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with sending two attendees to the Navigator IAED 2020 Conference in Orlando,

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Florida, April 29-May 1, 2020, in an amount not to exceed \$4,400.

Dena Moore, City of Reno

6c. REQUEST FOR TRAINING AND TRAVEL FOR CITY OF SPARKS POLICE DEPARTMENT – CENTRAL SQUARE 2020 [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with sending two attendees to the Central Square 2020 Conference in Las Vegas, Nevada, March 17-20, 2020, in an amount not to exceed \$6,000.
Doug Campbell, City of Sparks

6d. REQUEST FOR TRAINING AND TRAVEL FOR CITY OF SPARKS POLICE DEPARTMENT PSAP – NAVIGATOR IAED 2020 [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with sending two attendees to the Navigator IAED 2020 Conference in Orlando, Florida, April 29-May 1, 2020, in an amount not to exceed \$5,000.
Lisa Rose-Brown, City of Sparks

6e. REQUEST FOR TRAINING AND TRAVEL FOR CITY OF SPARKS POLICE DEPARTMENT PSAP – NENA 2020 [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with sending two attendees to the NENA 2020 Conference in Long Beach, California, June 12-18, 2020, in an amount not to exceed \$8,200.
Lisa Rose-Brown, City of Sparks

It was noted that Items 6a. and 6c had been withdrawn from the agenda as the related event, Central Square 2020 has been rescheduled; neither item was discussed or acted upon.

[Gregg Deighton, City of Reno, and Shawn McEvers, City of Sparks, joined the meeting.]

There was no response to the call for further changes to the Consent Agenda. Robert Leighton, City of Reno, moved to approve the Consent Agenda; Lisa Rose-Brown, City of Sparks, provided the second. There was no response to the call for Committee comment or public comment. Upon a call for a vote, the motion carried unanimously.

End of Consent Items

Funding Requests – Bodyworn Camera Related

7. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE BODYCAM AND RELATED SUPPLIES NOT TO EXCEED \$202,836 [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the November 2019 amendment to the Washoe County Axon Contract (\$182,736) and related hardware, network and equipment for the expansion (\$20,100.00) in an amount not to exceed \$202,836. *Russ Pedersen, Washoe County*

Jamie Rodriguez, Washoe County, moved to approve the request to reimburse the costs associated with the November 2019 amendment to the Washoe County Axon Contract (\$182,736) and related hardware, network and equipment for the expansion (\$20,100.00) in an amount not to

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exceed \$202,836; Doug Campbell, City of Sparks, seconded the motion. There was no additional Committee discussion or response to the call for public comment. Upon a vote, the motion carried unanimously.

Funding Requests – Other

8. **SALARY REIMBURSEMENT REQUESTS, GIS DATABASE UPDATE AND MAINTENANCE** [For Possible Action] – A review, discussion and possible action to approve, deny or otherwise modify requests for reimbursement of staff salary supporting E911 GIS Database update and maintenance services for Fiscal Year 2020-2021 – City of Reno (\$188,000.00), City of Sparks (\$122,006.00), and Washoe County (\$177,418.00); for a total not to exceed (\$487,424.00).

Quinn Korbolic, Washoe County Technology Services, confirmed the staffing numbers had not changed but the amounts had increased to reflect increases in salary and benefits.

Jamie Rodriguez, Washoe County, moved to approve the request for reimbursement of staff salary supporting E911 GIS Database update and maintenance services for Fiscal Year 2020-2021 – City of Reno (\$188,000.00), City of Sparks (\$122,006.00), and Washoe County (\$177,418.00); for a total not to exceed (\$487,424.00); Lisa Rose-Brown provided the second. There was no further Committee discussion and no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

9. **CODE RED FY21 FUNDING REQUEST** [For Possible Action] – A review, discussion and possible action to approve, deny or otherwise modify a request for funding for the Code Red Reverse 911 System in an amount not to exceed \$10,000.00 in FY21.

Quinn Korbolic, Washoe County Technology Services, clarified this was not a multi-year contract. Gregg Deighton, City of Reno, moved to approve for funding for the Code Red Reverse 911 System in an amount not to exceed \$10,000.00 in FY21; Shawn McEvers, City of Sparks, provided the second. There was no response to the call for Committee or public comment. The motion carried unanimously.

10. **REGIONAL COMPUTER AIDED-DISPATCH (CAD) SYSTEM REPLACEMENT UPDATE** [Non-action item] – An informational update and discussion of the Regional CAD System Replacement Project.

Rishma Khimji, City of Reno, reviewed her staff report and presentation for this item, reviewing the timeline and next steps for the RFQ process including the method and timing for scoring. In response to questions, she clarified that the RFQ had been broken into three separate components, one for the CAD, a second for the Records Management System (RMS), and a third the Jail Management System (JMS). Each member of the panel that assisted with the RFQ's creation would be asked to score the responses individually with a subsequent collective scoring planned.

Aaron Abbott, REMSA, expressed concern that a REMSA representative had not been included in the RFQ's drafting and that the process was, therefore, not in alignment with the direction provided by the City of Reno's City Council at their February 10, 2020, meeting to organize a regional dispatch committee. He voiced additional concern that potentially two parallel processes were

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occurring. He indicated REMSA would like to be part of the discussion and would of course expect to the funding to be kept separate.

In response to Mr. Abbott's comments, several Committee members expressed value for the involvement of potential stakeholders. Ms. Khimji recommended that the concerns be brought forward with the City of Reno's Attorney's Office as this process is being managed by the City of Reno. It was acknowledged that the Committee had discretion to make a recommendation to the City of Reno but not the authority to dictate the City of Reno's management of the process. Bob Leighton, City of Reno, indicated he was a member of the END work group that had been created subsequent to the City Council's direction and that REMSA was also represented.

No action was taken on this 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 for May 21, 2020, 1:30 p.m.

Doug Campbell, City of Sparks, noted the regularly scheduled date of May 21, 2020, is after the planned date for the RFQ approval and asked if a special meeting needed to be considered. Ms. Khimji indicated she would make an amendment to the timeline to allow for a recommendation to be presented to the Committee at its regularly scheduled May meeting.

Alex Kukulus, Washoe County, asked which items would be considered appropriate for the Consent portion of the agendas. Deputy District Attorney Gustafson stated the initial threshold had been established to include requests less than \$10,000, noting the items could be removed from the Consent Agenda to accommodate a presentation or questions and that staff reports and proper supporting materials were still required.

12. **PUBLIC COMMENT** [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 911 Emergency Response Advisory Committee agenda.

There was no response to the call for public comment.

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

The meeting adjourned at 2:05 p.m.