

# 911 Emergency Response Advisory Committee

**\*\*Draft Minutes\*\***

**Thursday, January 21, 2021**

**1:30 p.m.**

**Meeting held via teleconference**

## 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  
Tracy Moore, Washoe County School District  
Jamie Rodriguez, Washoe County  
Lisa Rose-Brown, City of Sparks  
Zachary Thew, City of Reno  
Jeff Voskamp, City of Reno

## **AGENDA**

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

The meeting was called to order at 1:32 p.m.

#### **PRESENT**

Blaine Beard	Washoe County (Sheriff)
Doug Campbell	City of Sparks (Municipal Court)
Alexander Kukulus	Washoe County (At-Large)
Shawn McEvers	City of Sparks (At-Large)
Jamie Rodriguez	Washoe County (At-Large)
Lisa Rose-Brown	City of Sparks (Police)
Zachary Thew	City of Reno (Police)
Jeff Voskamp	City of Reno (At-Large)

#### **ABSENT**

Gregg Deighton	City of Reno (Municipal Court)
Tracy Moore	Washoe County School District

Lindsay Liddell, Washoe County Deputy District Attorney, was also in attendance.

### **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.**

There was no response to the call for public comment; no emails had been submitted prior to the meeting.

### **3. ELECTION OF OFFICERS [For Possible Action]**

#### **a. Chair (City of Sparks)**

Doug Campbell, City of Sparks, moved to elect Shawn McEvers, City of Sparks as Chair; Lisa Rose-Brown, City of Sparks, provided the second. There was no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

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**b. Vice-Chair (City of Reno)**

Blaine Beard, Washoe County, nominated and moved to elect Zach Thew, City of Reno, as Vice-Chair; Jeff Voskamp, City of Reno, provided the second. There was no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

**4. APPROVAL OF NOVEMBER 19, 2020, MINUTES [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.**

Alex Kukulus, Washoe County moved to approve the draft November 19, 2020, meeting minutes; 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 unanimously approved as written.

**5. FINANCIAL SUMMARY [For Possible Action] – A review, discussion, and possible action to accept the Financial Summary. *Sara DeLozier, Washoe County Technology Services***

Sara DeLozier, Washoe County Technology Services, presented the Financial Summary dated December 31, 2020. She noted the Committee needed to be aware of the fund's budget authority being different than the amount of money within the fund, or cash account. While the surcharge revenue is expected to exceed the projections, the ability to fund or reimburse requests was limited to the total amount of the FY21 budget. She asked that agencies review the items previously approved for reimbursement and provide an update on what fiscal year those reimbursement requests are to be submitted or if there were items that had expired and could be removed.

Lisa Rose-Brown, City of Sparks, moved to accept the Financial Summary; Blaine Beard, Washoe County, provided the second. There was no response to the call for Committee discussion or the call for public comment. Upon the call for a vote, the Financial Summary was accepted unanimously.

**6. FISCAL YEAR 2021/2022 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 FY 2021-2022 E911 budget. *Quinn Korbolic, Washoe County Technology Services***

Quinn Korbolic, Washoe County Technology Services, reviewed his staff report dated January 21, 2021. He noted that while this budget reflected the familiar annual costs expenditures, the budget authority for FY22 had been expanded to provide for the ability to provide for the new CAD system buildout and expanding agency needs and allows for expenditures to be greater than the expected FY22 revenue. The proposed budget would leave a fund balance of approximately one million dollars. It has become apparent that staff and the Committee will need to work together to identify expenses one, two or three years in advance so projected expenditures can be best planned for. The CAD project is planned to be a one-time expense with the cost split between FY22 and FY23.

Lisa Rose-Brown, City of Sparks, shared the City of Sparks expected an see an increase in the Axon Bodycam Contract of approximately \$110,000.

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Blaine Beard, Washoe County, moved to approve the proposed FY 2021-2022 E911 budget with consideration of the increase in the City of Sparks Axon bodycam contracts; Jamie Rodriguez, Washoe County, provided the second. There was no response to the call for further Committee comment or public comment. Upon a call for a vote, the motion carried unanimously.

## 7. Consent Items [For Possible Action]

- 7a. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO PUBLIC SAFETY DISPATCH PSAP – DISPATCH HEADSETS, KEYBOARDS AND ACCESSORIES** [For Possible Action] – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of ten Plantronics SHS1926 In-line Amplifiers (\$1,074.00) and eight Plantronics HW540 EncorePro Convertible Headsets (\$568.64), an amount not to exceed \$1,642.64. *Dena Moore, City of Reno*

There were no changes to the Consent Agenda. Jamie Rodriguez, Washoe County, moved to make a recommendation to approve the Consent Agenda; Blaine Beard, Washoe County, 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**

8. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS AXON FLEET CAMERA YEAR THREE CONTRACT AND BODY WORN CAMERA NETWORKING COSTS NOT TO EXCEED \$93,312** [For Possible Action] – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the City of Sparks for: (a) FY21 Axon Fleet Camera System, year three (NTE \$69,312); and (b) FY21 dedicated internet service provided by Charter/Spectrum in support of the body worn camera program (NTE \$24,000). Total request not to exceed \$93,312. *Chris Crawforth, City of Sparks*

Jamie Rodriguez, Washoe County, moved to make a recommendation to approve the request to reimburse the City of Sparks for: (a) FY21 Axon Fleet Camera System, year three (NTE \$69,312); and (b) FY21 dedicated internet service provided by Charter/Spectrum in support of the body worn camera program (NTE \$24,000), for a total request not to exceed \$93,312. Blaine Beard, Washoe County, 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.

9. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO AXON FLEET CAMERA YEAR ONE CONTRACT NOT TO EXCEED \$507,024** [For Possible Action] – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the City of Reno for year one of a five-year contract for Axon Fleet Camera System not to exceed \$507,024. *Zach Thew, City of Reno*

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Blaine Beard, Washoe County, moved to make a recommendation to approve the request to reimburse the City of Reno for year one of a five-year contract for Axon Fleet Camera System not to exceed \$507,024; Jamie Rodriguez, Washoe County, 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.

## Funding Requests – Other

- 10. REQUEST FOR REIMBURSEMENT FOR CITY OF RENO FIRE DEPARTMENT – MOBILE DATA COMPUTERS** [For Possible Action] (Continued from November 19, 2020 Agenda) – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of fifteen Mobile Data Computers (MDCs) for the Reno Fire Department emergency apparatus, in an amount not to exceed \$58,200.00. *Jeff Voskamp, City of Reno*

Jeff Voskamp, City of Reno, noted that this was an item that was continued from the last meeting to allow time to review considerations and research questions that had arisen. He expressed the computers as a needed and integral part of the current and new CAD system and an extension of dispatch. The request would allow for the replacement of equipment that is at end of life.

As requested at the last meeting, agencies had provided the number of Mobile Data Computers (MDCs) so that the Committee could gain a wider perspective of the potential impact of an approval. Quinn Korbolic, Washoe County Technology Services, shared the device counts provided below and estimated it would cost approximately \$2.3-2.4 million, or \$220,000 annually to replace them all based on a five-year lifespan. It would take further work with the agencies to refine these estimates and build them into the fund budget.

- Sparks – 66
- Reno – 230
- Washoe County – 136 with Truckee Meadows Fire Protection District
- Washoe County School District – 28
- REMSA – provided only cost, not number of devices

Mr. Voskamp shared there was openness to move to tablets which would be less expensive. In response to questions, he shared his request included cost for only the hardware and antennae and the new equipment was expected to work with the new CAD system. The devices allow for the flow of information between Dispatch and those in the field without announcing information over the radio.

There was discussion of the impact of one agency's device selection impacting the others, CJIS requirements, consideration of a per agency cap for device reimbursement, lower prioritization of requests.

Jamie Rodriguez, Washoe County, voiced strong concern that these devices could be considered similar to radios and with creating a precedent. She expressed appreciation for the importance and need for the devices but didn't see it as a permissive use of the fund. Lisa Rose-Brown, City of Sparks, expressed concern with the delineation for dispatch concerning what is necessary for the function of dispatch and what is furniture.

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Alex Kukulius, Washoe County, shared that while there is a potential to use the devices for alternate purposes, they exist as an apparatus for the sole purpose to connect to Dispatch and are not used for engine-to-engine communication.

Shawn McEvers, City of Sparks, expressed concern with the ability to respond to growth and improvements in technology; he spoke in favor of a regional approach and consideration of NRS being updated to acknowledge the needs of system and agencies.

Jamie Rodriguez, Washoe County, suggested moving the item to the next agenda to allow for a further breakout of needs by agency and department and the planned replacement cycle.

Stu Cronin, Galena Group, suggested the need to also consider whether to include the needs of the secondary PSAPS such as REMSA or the School District. Deputy District Attorney Liddell shared REMSA had come up in the past and may again. Jenn Felter, Washoe County Dispatch, shared iPads with MFA have been in use across the country and encourage caution in review of the device functionality and compatibility with the new CAD specifications

Jamie Rodriguez, Washoe County, moved to continue the item to the March agenda with the potential to add this item to the Master Plan Update. Blaine Beard, Washoe County, provided the second. There was no response to the call for further Committee comment or public comment. Upon a call for the vote, the motion carried unanimously.

11. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO FIRE DEPARTMENT – FY21 CELLULAR SERVICE FOR MOBILE DATA COMPUTERS** [For Possible Action] (Continued from November 19, 2020 Agenda) – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the costs associated with the monthly cellular service for 73 Mobile Data Computers (MDCs) operated by the Reno Fire Department emergency apparatus, in an amount not to exceed \$35,100.00 for FY21.  
*Jeff Voskamp, City of Reno*

Jeff Voskamp, City of Reno, noted that this was an item related to the prior agenda item and similarly continued from the last meeting. The annual cost to cover all known agency requirements for cellular service for Mobile Data Computers (MDCs) has been estimated to be \$220,000 per year based on the City of Reno's plan price. There was discussion of the options for payment or reimbursement annually or based on priority or fund availability.

Jamie Rodriguez, Washoe County, moved to continue the item to the March agenda with the potential to add this item to the Master Plan Update. Jeff Voskamp, City of Reno, provided the second. There was no response to the call for further Committee or public comment. Upon a call for a vote, the motion carried unanimously.

12. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS PSAP – HARRIS SYMPHONY RADIO WORKSTATIONS** [For Possible Action] – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase (\$210,209.26) and installation (\$2,080) of four (4) Harris Symphony Radio Workstations under the Washoe County/NSRS Contract in an amount not to exceed \$212,289.26. *Lisa Rose-Brown, City of Sparks*

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Lisa Rose-Brown, City of Sparks, shared this request is to update and replace the previously approved request for \$182,000 to reflect the correct contract pricing [1/16/20 approval - Item 21].

Jeff Voskamp, City of Reno, moved to make a recommendation to approve the request to reimburse the costs associated with the purchase (\$210,209.26) and installation (\$2,080) of four (4) Harris Symphony Radio Workstations under the Washoe County/NSRS Contract in an amount not to exceed \$212,289.26; Blaine Beard, Washoe County, 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.

- 13. REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH AND FIRE – PHOENIX G2 AUTOMATED FIRE STATION ALERTING SYSTEM [For Possible Action] –** A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the costs associated with a 60-month contract for Phoenix G2 Automated Fire Station Alerting System (\$966,025.06) and installation (\$264,894.64) for a total not to exceed \$1,231,000. *Rishma Khimji, City of Reno*

Rishma Khimji, City of Reno, reviewed her staff report dated January 7, 2021. The proposed reimbursement would provide for a direct dispatch to station alerting with a separate installation cost. The system could be pre-paid or broken down into annual payments. The system is meant to last beyond the extent of the contract allowing for the maintenance to be moved. This was identified to be one of the more robust of the options that will meet the needs of the City of Reno with multi-tonal alerts, automation functionality, and longevity. The current system is end-of-life and out of its maintenance agreement and hasn't been previously funded by the E911 Fund. If possible, the installation would be a FY22 expense and is anticipated to take approximately two months for all stations. It would be an average of \$65,000 per station with possibly \$2.2 million for a regional approach with a 5 -10 year replacement rate.

Shawn McEvers, City of Sparks, questioned if another vendor such as Zetron had been contacted for a quote adding this would be a good item to have built into the Five-Year Master Plan. Lisa Rose-Brown, City of Sparks, questioned the appetite for all agencies to adopt the same alerting system noting approval of moving forward with an annual reimbursement. She expressed concern with the need to manually page-down through the radio system. Mr. McEvers spoke in favor of a regional solution recognizing funding has been an issue in the past.

Jenn Felter, Washoe County Dispatch, spoke to the need to have the ability for mutual aid, and possibly mutual aid agreements. Ms. Khimji indicated an ability to build an interface with the CAD system for interoperability noting other agencies would have the ability to joiner to the contract. Jaime Rodriguez, Washoe County, asked if this could be added to the Five-Year Master Plan update to provide for a better regional approach and comprehensive budget impact; additionally, she asked what the cost would be to go with an annual payment rather than full pre-payment. Jeff Voskamp, City of Reno, expressed concern with the current system going down routinely and hesitation in delaying such a dire need. Mr. McEvers expressed agreement and spoke in favor of pursuing an upgrade. Ms. Khimji shared the City of Reno could move forward with the project at this time without approval but would need to find an alternative budget funding.

Jaime Rodriguez, Washoe County, moved to make a recommendation to add this item to the Five-Year Master Plan update to consider the needs across all agencies; Lisa Rose-Brown, City of Sparks, provided the second. There was no response to the call for further Committee comment. Under public comment, Chris Crawforth, City of Sparks, spoke to a benefit of a

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regional approach and concern with the liability associated with a six-month delay. There was no further response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

- 14. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PSAP – DISPATCH CONSOLES** [For Possible Action] – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of two Harris Symphony Radio Dispatch Consoles for new workstations, in an amount not to exceed \$120,724. *Jenn Felter, Washoe County*

Blaine Beard, Washoe County, moved to make a recommendation to approve the request to reimburse the costs associated with the purchase of two Harris Symphony Radio Dispatch Consoles for new workstations, in an amount not to exceed \$120,724; 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.

- 15. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PSAP – CARBYNE c-LIVE UNIVERSE SOLUTION** [For Possible Action] – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the costs associated with a 60-month contract for Carbyne's c-Live Universe Solution providing cloud-based software-as-a-service to locate callers with emergencies through PSAP initiated text or video. Two payment proposals have been submitted for consideration: (a) \$60,900 paid annually for five years for a total not to exceed \$304,500, **OR** (b) \$304,500 pre-payment for 60 months with Universe Voice added, once available, at no additional cost for the duration of the contract, for a cost not to exceed \$304,500. *Jenn Felter, Washoe County*

Jenn Felter, Washoe County Dispatch, shared Washoe County has been demo-ing the software for free for the last 12 months. Should the other agencies decide to join at anytime during the agreement period, there may be the possibility for reduced pricing. The difference between the two pricing options is Option B would provide the Universe Voice module for free. The software has proven helpful for backcountry EMS providing connectivity via text (with photos and video) which is low-band and allows for the possibility to see the incident being responded to in real-time.

Lisa Rose-Brown, City of Sparks, noted this technology could bridge the gap until the Intrado system is able to catch up using Next-Gen 911. It is important to be able to get text messages with photos and video.

There was discussion of whether the new CAD would be able to provide the service, integration with the CAD system, what the options would be if the company were to fold before the end of the five-year term, the ability and possible penalty to cancel.

Jeff Voskamp, City of Reno, moved to make a recommendation to approve the request to reimburse the costs associated with a 60-month contract for Carbyne's c-Live Universe Solution providing cloud-based software-as-a-service to locate callers with emergencies through PSAP initiated text or video \$60,900 paid annually for five years for a total not to exceed \$304,500; Blaine Beard, Washoe County, 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.

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[Recess 4:27 p.m. – 4:35 p.m.]

- 16. REQUEST FOR REIMBURSEMENT FOR TRUCKEE MEADOWS FIRE PROTECTION DISTRICT – FIRST DUE FIRE RESPONSE SOFTWARE** [For Possible Action] – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of a one-year contract for First Due fire response software that will provide CAD data and routing to responding resources, pre-incident planning and high-risk occupant-related data management for a total not to exceed \$15,000. *Alex Kukulus, Truckee Meadows Fire Protection District*

Alex Kukulus, Truckee Meadows Fire Protection District, shared that the requested software would tie into the CAD and GIS database in the Assessor's Office to allow for end-users to customize a response layout ahead of time, with real-time capabilities. Additional features noted include the ability for specialized response requirements as may be required by COVID-19, for the elderly, those with a keypad entry, or involving a biohazard. It was clarified the amount requested would be for a one-year contract.

Blaine Beard, Washoe County, moved to make a recommendation to approve the request to reimburse the costs associated with the purchase of a one-year contract for First Due fire response software that will provide CAD data and routing to responding resources, pre-incident planning and high-risk occupant-related data management for a total not to exceed \$15,000; Jeff Voskamp, City of Reno, 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.

- 17. 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*

Rishma Khimji, City of Reno IT Director, shared the final High-Level Needs Assessment Memo would be shared soon and be used to begin the process of developing the highly detailed RFP for the CAD, RMS and CMS Systems. Though separated due to funding sources, the RFPs will be released together.

- 18. 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 March 18, 2021, 1:30 p.m.

- Appointments expiring June 30, 2021
  - Reno Police (appointment through August 31, 2023; full term would be through June 30, 2025)
  - Reno Municipal Court
  - Sparks Municipal Court
  - Sparks At-Large
  - Washoe County Sheriff
  - Washoe County At-Large

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Quinn Korbolic, Washoe County Technology Services, shared the Master Plan update was underway and Federal Engineering would be reaching out to members for information and input relative to the plan beginning next week.

- 19. 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; no emails had been submitted prior to the meeting.

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

The meeting adjourned at 4:48 p.m.