

911 Emergency Response Advisory Committee

****Draft Meeting Minutes****

Thursday, March 31, 2022

1:30 p.m.

Meeting held via teleconference

MEMBERS

Joseph Robinson, City of Reno, Chair
Jamie Rodriguez, Washoe County, Vice-Chair
Doug Campbell, City of Sparks
Jennifer Felter, Washoe County
Alexander Kukulus, Washoe County
Shawn McEvers, City of Sparks
Tracy Moore, Washoe County School District
Lisa Rose-Brown, City of Sparks
Jeff Voskamp, City of Reno
Vacant, City of Reno (Municipal Court)

MEETING AGENDA

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

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

PRESENT

Doug Campbell	City of Sparks (Municipal Court)
Jenn Felter	Washoe County (Sheriff)
Alexander Kukulus	Washoe County (At-Large)
Shawn McEvers	City of Sparks (At-Large)
Tracy Moore	Washoe County School District
Joseph Robinson	City of Reno (Police)
Jamie Rodriguez	Washoe County (At-Large)
Lisa Rose-Brown	City of Sparks (Police)
Jeff Voskamp	City of Reno (At-Large)

ABSENT

Vacant	City of Reno (Municipal Court)
--------	--------------------------------

Keith Munro, 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.

911 Emergency Response Advisory Committee

Draft Minutes

March 31, 2022

Page 2 of 8

3. **APPROVAL OF FEBRUARY 10, 2022, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Shawn McEvers, City of Sparks, moved to approve the February 10, 2022, meeting minutes as written; Jenn Felter, 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.

4. **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, reviewed the Financial Summary prepared for the March 17, 2022, meeting. She noted Item 16 of this agenda had been withdrawn, the City of Reno had withdrawn an October 2020 approval for Pro-QA EMD for \$151,000, and the City of Reno had confirmed the amounts for their Axon contracts. A breakout of which items had been included in the budgeted/expected expenditures was provided on page four of the summary.

There is enough budget authority to approve all items requested on this agenda. If all items were to be approved, approximately \$30,000 would be left for the year. Lisa Rose-Brown, City of Sparks, shared the approval for the console cellular plan could be removed and would be brought forward again closer to implementation. In response to a question, Quinn Korbolic, Washoe County Technology Services, shared the revenue projection for FY23 was \$5.9 million.

5. **FISCAL YEAR 2022/2023 BUDGET AMENDMENT** [For Possible Action] – A review, discussion, and possible action to amend the 911 Fund budget approved by the Emergency Response Advisory Committee on February 10, 2022, and recommend that the Board of County Commissioners approve and/or approve with modifications the amended Fiscal Year 2022-2023 E911 budget. *Quinn Korbolic, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, reviewed the staff report for this item and the proposed FY23 budget. The proposed change is to allow sufficient budget authority in FY23 to be able to reimburse the Truckee Meadows Fire Protection District's (TMFPD) Fire Station Alerting System expenses as it is not expected the systems will be fully installed in FY22. The change will increase the FY23 bottom line from approximately \$8.2 million to \$9.2 million. Washoe County and TMFPD share an accounting system preventing Washoe County from creating a Purchase Order to encumber the funds as it does for the other agencies.

It was recommended that the full FY22 budget authority (\$8.2 million) not be spent or encumbered in order to allow an adequate amount to be carried forward in the fund balance to cover the first station alerting in FY23. Utilizing \$7.2 million of the FY22 budget authority and the full amount proposed for FY23 would leave approximately a \$700,000 fund balance at the end of FY23.

Mr. Korbolic indicated he would add an item to the May agenda to review in detail the items planned for in the FY23 budget to allow agencies the ability to review and provide any updates. The tentative FY23 budget is due to the State April 15 and the final by June 1 after being

911 Emergency Response Advisory Committee

Draft Minutes

March 31, 2022

Page 3 of 8

approved by the BCC in May, so it would not be possible to delay action on this item until the May 19, 2022, meeting.

Jeff Voskamp, City of Reno, moved to recommend that the Board of County Commissioners approve the amended Fiscal Year 2022-2023 E911 budget as presented. 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.

[Item 17 opened after Item 5.]

6. Consent Items [For Possible Action]

- a. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PSAP – NENA & APCO MEMBERSHIP** [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 NENA and APCO memberships for the Sparks Emergency PSAP, in an amount not to exceed \$3,192. *Lisa Rose-Brown, City of Sparks*
- b. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PSAP – TV DATA LINES** [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 installing TV data lines to connect NDOT traffic cameras, security cameras, and other local/national news and weather services to Sparks Emergency Communications Center, in an amount not to exceed \$2,796. *Lisa Rose-Brown, City of Sparks*
- c. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PSAP – CONSOLE INTERFACE CABLES** [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 Console Interface Cables, for an amount not to exceed \$466. *Cody Shadle, City of Reno*

Jamie Rodriguez, Washoe County, moved to recommend approval of Consent Items 6a-6c. 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

7. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF RENO DISPATCH PSAP – 2022 NAVIGATOR CONFERENCE** [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 2022 Navigator Training Conference and Pre-Conference, currently scheduled for (but subject to change) April 27-29, 2022, in Nashville, Tennessee, for three attendees, in an amount not to exceed \$11,200. *Cody Shadle, City of Reno*

911 Emergency Response Advisory Committee

Draft Minutes

March 31, 2022

Page 4 of 8

Lisa Rose-Brown, City of Sparks, moved to make a recommendation to approve the request to reimburse the costs associated the 2022 Navigator Training Conference and Pre-Conference, currently scheduled for (but subject to change) April 27-29, 2022, in Nashville, Tennessee, for three attendees, in an amount not to exceed \$11,200. Jenn Felter, 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.

8. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PSAP – PRO-QA EMERGENCY FIRE DISPATCH (EFD)** [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 FY22 renewal of the Priority Dispatch Pro-QA Emergency Fire Dispatch software, in an amount not to exceed \$12,000. *Lisa Rose-Brown, City of Sparks*

Jamie Rodriguez, Washoe County, moved to make a recommendation to approve the request to reimburse the costs associated with the FY22 renewal of the Priority Dispatch Pro-QA Emergency Fire Dispatch software, in an amount not to exceed \$12,000. Shawn McEvers, 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.

9. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PSAP – PRO-QA DISPATCH QUALITY PERFORMANCE REVIEW** [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 Priority Dispatch Pro-QA Quality Performance Review Service (EFD), in an amount not to exceed \$16,872. *Lisa Rose-Brown, City of Sparks*

Shawn McEvers, City of Sparks, moved to make a recommendation to approve the request to reimburse the costs associated with Priority Dispatch Pro-QA Quality Performance Review Service (EFD), in an amount not to exceed \$16,872. 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.

10. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PSAP – LIVE911 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 Live911 Software, in an amount not to exceed \$16,380. *Lisa Rose-Brown, City of Sparks*

Jamie Rodriguez, Washoe County, moved to make a recommendation to approve the request to reimburse the costs associated with the Live911 Software, in an amount not to exceed \$16,380. 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.

911 Emergency Response Advisory Committee

Draft Minutes

March 31, 2022

Page 5 of 8

11. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO FIRE DEPARTMENT – MOBILE DATA COMPUTERS** (continued from February 10, 2022, agenda) [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 seventeen Mobile Data Computers (MDCs) for the Reno Fire Department emergency apparatus, in an amount not to exceed \$65,960. *Jeff Voskamp, City of Reno*

Jamie Rodriguez, Washoe County, and Jenn Felter, Washoe County, voiced concern with supporting the request due to the potential inability to fund the request for other agencies. Ms. Felter added concern with the direction the region is going with the new CAD/RMS/JMS systems. Doug Campbell, City of Sparks, echoed Member Felter's comments adding that the new system may utilize additional devices such as tablets and phones; he noted concern with the projected \$700,000 fund balance being too low to comfortably absorb all related expenses.

Lisa Rose-Brown, City of Sparks, moved to deny the request reimburse the costs associated with the purchase of seventeen Mobile Data Computers (MDCs) for the Reno Fire Department emergency apparatus. Jamie Rodriguez, Washoe County, seconded the motion. Upon a request for a roll-call vote, the motion to deny the request carried with six in favor (Members Rodriguez, Campbell, Felter, Kukulius, McEvers, Rose-Brown), two opposed (Members Robinson and Voskamp), and one vacancy; Washoe County School District is a non-voting member.

12. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO FIRE DEPARTMENT – CELLULAR SERVICE FOR MOBILE DATA COMPUTERS** (continued from February 10, 2022, agenda) [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 monthly cellular service for 73 Mobile Data Computers (MDCs) operated by the Reno Fire Department emergency apparatus, in a year-one amount not to exceed \$35,100. *Jeff Voskamp, City of Reno*

Jamie Rodriguez, Washoe County, moved to deny the request reimburse the costs associated with the monthly cellular service for 73 Mobile Data Computers (MDCs) operated by the Reno Fire Department emergency apparatus. Jenn Felter, Washoe County, seconded the motion. Upon a request for a roll-call vote, the motion to deny the request carried with six in favor (Members Rodriguez, Campbell, Felter, Kukulius, McEvers, Rose-Brown), two opposed (Members Robinson and Voskamp), and one vacancy; Washoe County School District is a non-voting member.

Funding Requests – Body worn Camera Related

13. **REQUEST FOR REIMBURSEMENT FOR THE WASHOE COUNTY SCHOOL DISTRICT – AXON YEAR THREE CONTRACT FOR BODY WORN CAMERAS** [For Possible Action] – A review, discussion and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the Washoe County School District for FY22, Year Three, Axon body worn Camera Contract, in an amount not to exceed \$33,411. *Tracy Moore, Washoe County School District*

911 Emergency Response Advisory Committee

Draft Minutes

March 31, 2022

Page 6 of 8

Jamie Rodriguez, Washoe County, moved to make a recommendation to approve the request to reimburse the costs associated with the Washoe County School District's FY22, Year Three, Axon body worn Camera Contract, in an amount not to exceed \$33,411. Shawn McEvers, 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.

14. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF SPARKS – AXON YEAR TWO CONTRACT FOR AXON BODY WORN CAMERA AND FLEET CAMERA CONTRACT AND NETWORK FIBER** [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) FY22 Axon Body worn Camera and Fleet Camera Contract, year two (NTE \$352,008); and (b) FY22 dedicated internet service provided by Charter/Spectrum in support of the body worn camera program (NTE \$24,000). Total request not to exceed \$376,008. *Tara Edmonson, City of Sparks Police Department*

Jamie Rodriguez, Washoe County, moved to make a recommendation to approve the request to reimburse the costs associated with (a) FY22 Axon Body worn Camera and Fleet Camera Contract, year two (NTE \$352,008); and (b) FY22 dedicated internet service provided by Charter/Spectrum in support of the body worn camera program (NTE \$24,000). Total request not to exceed \$376,008. Doug Campbell, 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 TECHNOLOGY SERVICES – BODY WORN CAMERA FIBER LINES** [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 fiber line connections supporting the body worn camera docking stations for the agency's body worn camera program, in an amount not to exceed \$88,159 (FY22). *James Wood, Washoe County Technology Services*

Lisa Rose-Brown, City of Sparks, moved to make a recommendation to approve the request to reimburse the costs associated with the fiber line connections supporting the body worn camera docking stations for Washoe County's body worn camera program, in an amount not to exceed \$88,159 (FY22). 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.

16. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE – AXON BODY WORN CAMERA AND FLEET (2022 ADDITIONS)** [For Possible Action] – A review, discussion, and possible action to make a recommendation to approve, deny, or otherwise modify a request to reimburse the Washoe County Sheriff's Office for the costs associated with a new Axon contract for 22 Body worn Cameras and 4 vehicle fleet kits. (a) If funded to begin in FY22, for a total first-year cost not to exceed \$68,540.40; or (b) If funded to begin in FY23, for a total first-year cost not to exceed \$71,810.09. *Russ Pedersen, Washoe County Sheriff's Office*

911 Emergency Response Advisory Committee

Draft Minutes
March 31, 2022
Page 7 of 8

This item was withdrawn.

- 17. CITY OF RENO DISPATCH AND PUBLIC SAFETY CENTER [For Discussion Only]** – An informational update and discussion of the implementation timeline and construction-related costs for City of Reno Dispatch at the Public Safety Center and relevant to infrastructure located on the 911 Kuenzli Street parcel; as well as related offsite costs that may be necessary to establish Dispatch and 911 communication-related infrastructure into the site. *Cody Shadle, City of Reno*

[This item was opened after Agenda Item 5.]

Cody Shadle, City of Reno Dispatch, reviewed the memo dated February 8, 2022, providing an overview of the construction- and infrastructure-related costs for the Dispatch Safety Center to be located on the 911 Kuenzli Street parcel. Creation of the new Center is in alignment with the Master Plan objective to provide backup PSAPs. He called attention to Item 6 of the memo and the separate table further detailing the construction items noting many of the requests are similar to requests approved for other PSAPs but will be more expensive due to the need to bring a non-public safety building up to public safety standards. There will likely be a need to return with updated quotes closer to implementation.

Jamie Rodriguez, Washoe County, questioned how much had been included in the FY22 budget for these expenses. Quinn Korbolic, Washoe County Technology Services, shared one million dollars per year had been planned for in the projections for FY24 and FY25 but nothing for FY22 or FY23. While there is a contingency amount available in FY23, it is not enough to cover the full amounts for both Item 3 and 6. As such, it may be necessary for the Committee to review expenditures and consider changes such as to the reimbursement of bodycam expenses as those are not recommended by the FCC, though they are permissible by the State. Member Rodriguez requested an item for the next meeting and requested several options be provided concerning expected expenditures. There was discussion of which types of items were potentially permissible uses of the fund and which had been previously approved for other PSAPs; it was requested that when the items are brought to the Committee for action, the staff report include details of which items had been approved for other PSAPs and provide a level of priority for each component/request.

- 18. REGIONAL COMPUTER AIDED-DISPATCH (CAD) SYSTEM REPLACEMENT UPDATE [For Discussion Only]** – An informational update and discussion of the Regional CAD System Replacement Project, including but not limited to discussion of CAD and Records Management System governance. *Quinn Korbolic, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, shared the pool of vendors for the CAD, Jail Management and Records Management Systems had been narrowed. Next steps are to conduct reference checks and schedule site visits.

- 19. 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 19, 2022, 1:30 p.m.

911 Emergency Response Advisory Committee

Draft Minutes

March 31, 2022

Page 8 of 8

Items requested:

- A brief presentation on the Reno Dispatch Center to respond to Committee comments and questions.
- Item to provide further clarity as to which agenda items have been budgeted for in Five Year Master Plan.

Announcements:

- Member Campbell reminded the Committee that the contract with Tiburon will be ending in November and the new systems will have a financial impact on all agencies and the E911 Fund.
- Member Kukulius announced his retirement and resignation from the Committee after the May meeting.

- 20. 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.

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

The meeting adjourned at 2:44 p.m.