

DATE: May 25, 2022
TO: 911 Emergency Response Advisory Committee
FROM: Cody Shadle, City of Reno Public Safety Dispatch Manager
shadlec@reno.gov
THROUGH: Joseph Robinson, Commander, Reno Police Department
SUBJECT: REQUEST FOR TRAVEL AND TRAINING FOR CITY OF RENO PUBLIC SAFETY DISPATCH PSAP: A review, discussion and possible action to approve, deny, or otherwise modify a request for funding for the costs associated with three (3) staff members to attend the 2022 APCO Training Conference for a cost not to exceed \$7,200.00 for travel, registration, lodging, and per diem.

SUMMARY

PUBLIC SAFETY TRAINING FOR REGIONAL PRIMARY PSAPS (Public Safety Answering Point) RENO PUBLIC SAFETY DISPATCH:

A review, discussion and possible action to approve, deny, or otherwise modify a request for funding for the costs associated with three (3) staff members to attend the 2022 APCO Training Conference for a cost not to exceed \$7,200.00 for travel, registration, pre-conference courses, lodging, and per diem.

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 area Primary Public Safety Answer Points (PSAP) – City of Reno Public Safety Dispatch, City of Sparks Emergency Communications and the Washoe County Sheriff's Office Communications.

PREVIOUS ACTION & BACKGROUND

Yearly a request is made for funding for individuals from each of the three (3) primary PSAP's to attend four Dispatch Training Conferences. APCO is one of these pre-approved conferences. This conference will provide critical training on 9-1-1 technology, operations, policies, and education issues and current events.

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.

The 2022 APCO Training Conference is being held in Anaheim, California. The cost breakdown is as follows; Conference registration is \$440.00 per person, airfare is approximately \$385.00 per person round trip, per diem/meals, travel to and from the hotel, and incidental expenses are approximately \$408.00 per person, and lodging is approximately \$1,160.00 per person, for an approximate total of \$2,400.00 per person.

RECOMMENDATION

It is recommended that the E911 Emergency Response Advisory Committee approve the request for funding for the costs associated with three (3) staff members to attend the 2022 APCO Training Conference for a cost not to exceed \$7,200.00.

POSSIBLE MOTION

Move to approve the recommendation to reimburse the City of Reno Public Safety Dispatch for the costs associated with three (3) staff members attending the 2022 APCO Training Conference, for a cost not to exceed \$7,200.00.



FY 2022 Per Diem Rates for Los Angeles, California

Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Los Angeles	Los Angeles / Orange / Ventura / Edwards AFB less the city of Santa Monica	\$74	\$17	\$18	\$34	\$5	\$55.50



AUG 6 - 11
✈️ RNO → SNA

City of Reno

Trip & Price Details

Price

Payment

Confirmation

✈️ Flight [Modify](#)

	Sat 8/6	RNO → SNA	3 hr 5 min	1 stop 	<u>Wanna Get Away</u>
		5:10 AM → 8:15 AM			
	Thu 8/11	SNA → RNO	4 hr 20 min	1 stop 	<u>Wanna Get Away</u>
		2:25 PM → 6:45 PM			

Price per Passenger	\$311.76
Taxes and fees per Passenger	\$70.58
Total per Passenger	\$382.34
Passenger(s)	x1
Flight total	\$382.34

Helpful Information:

- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards[®] points, your points balance may not immediately update in your account..

 **Add a Car** [Products not confirmed until purchase.](#)

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Book now. Pay later!
From \$537.29*/week in Orange County/Santa Ana

*Taxes and fees excl. Terms apply.

 Book now

PICK-UP LOCATION	PICK-UP DATE	PICK-UP TIME
Orange Coun	8/06 	9:00 AM 
<small>Orange County/Santa Ana, CA - SNA</small>	<small>Sat, Aug 6, 2022</small>	
RETURN LOCATION	RETURN DATE	RETURN TIME
Orange Coun	8/11 	1:00 PM 
<small>Orange County/Santa Ana, CA - SNA</small>	<small>Thu, Aug 11, 2022</small>	
RENTAL COMPANY (Optional)	VEHICLE SIZE (Optional)	
No preference 	No preference 	

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Each aircraft is equipped with HEPA air filters providing fresh, outdoor air every 2-3 minutes.

¹Failure to cancel a reservation at least 10 minutes prior to scheduled departure may result in forfeited travel funds.

BAG FEE ²	\$0.00
SUBTOTAL	\$311.76
TAXES & FEES	\$70.58
TRIP TOTAL	\$382.34

[Show price breakdown](#)

⁴1st and 2nd checked bags fly free³. [Weight and size limits apply.](#)

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By clicking 'Continue', you agree to accept the [fare rules](#) and want to continue with this purchase.

¹First and second checked bags. Weight and size limits apply. A golf bag or skis in a container acceptable to Southwest can be substituted for one checked bag.

²If you need to change an upcoming flight itinerary, you'll only pay the cost in fare difference. ³Failure to cancel a reservation at least 10 minutes prior to departure may result in forfeited Travel Funds.

⁴Flight credit is valid for 12 months from the original date of purchase as long as the flight is canceled more than 10 minutes prior to scheduled flight departure. See My Account for flight credit expiration dates.

⁵Transferable flight credit allows you to transfer your flight credit to someone else. Both must be Rapid Rewards® Members and only one transfer is permitted. The expiration date is 12 months from the date the ticket was booked. For bookings made through a Southwest® Business channel, there is a limitation to transfer only between employees within the organization.

⁶If there's an open seat on a different flight that departs on the same calendar day as your original flight and it's between the same cities, you can get a seat on the new flight free of airline charges. If there isn't an open seat on this different flight, you can ask a Southwest Gate Agent to add you to the same-day standby list for a flight between the same city pairs that departs on the same calendar day prior to your originally scheduled flight, and you will receive a message if you are cleared on the flight. For both the same-day change and same-day standby benefits, you must change your flight or request to be added to the same-day standby list at least 10 minutes prior to the scheduled departure of your original flight or the no-show policy will apply. Based on the flight status contact preference selected during booking, the message regarding your standby status will be an email or text message with a link to access the boarding pass via the Southwest app, mobile web, or you can visit a Southwest Gate Agent to print off the boarding pass. If there are any government taxes and fees associated with these itinerary changes, you will be required to pay those. Your original boarding position is not guaranteed.

⁷Refundable, as long as you cancel your reservation at least ten (10) minutes prior to the scheduled departure of your flight. If you cancel, you're eligible to receive 100% of your ticket value as a refund to your original form of payment. A Southwest flight credit from a previous reservation that is applied toward a Business Select or Anytime fare will be refunded as a flight credit. For travel booked with Rapid Rewards points. If canceled, points will be returned to the Rapid Rewards account holder who booked the ticket.

⁸Priority Lanes and Express Lanes, (where available), are designed to speed our Business Select and Anytime Customers, as well as A-List, and A-List Preferred Members, through check-in and security lines. Priority Lanes are at Southwest check-in counters, and Express Lanes are at security checkpoints.

⁹EarlyBird Check-In means you will automatically be checked in to your flight 36 hours prior to scheduled departure. For Anytime fares purchased between 36 and 24 hours, the boarding position assignment process has begun so this may impact the boarding position assigned to you. If you purchase an Anytime fare within 24 hours of your flight's scheduled departure, you will not receive the EarlyBird Check-In benefit. In an irregular operation situation, the boarding position is not guaranteed.

¹⁰Flights traveling 175 miles or less only serve water.

¹¹Points can be earned from (a) qualifying flights booked and flown through Southwest or (b) through qualifying purchases with our Rapid Rewards partners. Qualifying flights include flights paid entirely with dollars, LUV Vouchers, gift cards or flight credits, and with no portion of the purchase price paid for with Rapid Rewards points.

July 2022

S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2022

September 2022

S	M	T	W	T	F	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3	4	5	6 17 18 34 5
7 17 18 34 5	8 28 17 34 5	9 17 34 5	10 17 18 34 5	11 17 18 34 5	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3



Hotel & Travel

APCO International has negotiated special rates for conference attendees at various Anaheim hotels. To take advantage of the discount, you must make reservations, using our designated housing provider, Orchid.Events.

Hotel reservations are taken on a first-come, first-served, space-available basis. Submit your request as soon as possible for the best opportunity of receiving your hotel choice.

[Book Your Room](#)

Hotel Name and Location	Rate
Anaheim Marriott (Host Hotel) <i>>1 block to convention center; ADA bus provided</i>	\$232
DoubleTree Suites Anaheim Resort <i>.5 mile (8 min walk) to convention center; ADA bus provided</i>	\$200-245
Embassy Suites Anaheim South <i>.9 mile (19 minute walk) to convention center; bus transportation provided</i>	\$185
Hampton Inn Anaheim/Garden Grove <i>.8 mile (18 minute walk) to convention center; bus transportation provided</i>	\$179
Hilton Anaheim <i>>1 block to convention center; ADA bus provided</i>	\$219
Hilton Garden Inn Anaheim/Garden Grove <i>.9 mile (19 minute walk) to convention center; bus transportation provided</i>	\$179
Homewood Suites Anaheim Resort <i>.4 mile (8 min walk) to convention center; ADA bus provided</i>	\$234
Hotel Lulu <i>.5 mile (9 min walk) to convention center; ADA bus provided</i>	\$175
Hyatt Place Anaheim Resort <i>.4 mile (8 min walk) to convention center; ADA bus provided</i>	\$229
Hyatt Regency Orange County <i>1.1 mile (22 minute walk) to convention center; bus transportation provided</i>	\$189
Residence Inn Anaheim Resort <i>.5 mile (10 min walk) to convention center; ADA bus provided</i>	\$234
Springhill Suites Anaheim Resort <i>.5 mile (10 min walk) to convention center; ADA bus provided</i>	\$224



[Click to see larger map](#)

Shuttle buses will run between the Convention Center and select conference hotels. ADA buses will be available by request between all hotels and the convention center.

Deadline

All reservations must be received by **July 8, 2022**, to guarantee availability and conference rates. After this date, reservations will be made based on availability and hotel may charge a higher rate.

Ways to Book Hotel Reservations

1. Online: [BOOK YOUR HOTEL ONLINE](#). APCO hotel rooms with reduced rates are reserved for registered APCO attendees.

2. Telephone: Agents available 9:00 a.m. to 4:00 p.m. Mountain Standard Time, Monday through Friday
Toll-free (US): (877) 505-0684 International: +1 (801) 505-5250

Deposit

All reservation requests must be accompanied by a credit card guarantee for deposit of one night's room and tax for each room reserved. Your credit card **WILL NOT BE CHARGED** during this initial stage and will be held as a GUARANTEE only.

Acknowledgments

Orchid.Events will send reservation acknowledgements within 24 hours via email if booked online or by telephone. If you do not receive your acknowledgement in this time frame, contact Orchid.Events.

Cancellations/Changes/Refunds

Cancellations after **July 8, 2022**, will be subject to a \$50 processing fee. One night's room and tax will be forfeited entirely if cancellation occurs within 72 hours of arrival date.

Through **July 26, 2022**, send requests for changes and cancellations in writing to Orchid.Events via e-mail (help@orchid.events) or fax to (801) 355-0250. After July 26, 2022, contact hotels directly to make changes and cancellations.

Questions or Special Requests?

For questions or special requests, please contact Orchid.Events at (877) 505-0684 or e-mail questions, cancellations, or changes to your reservation to help@orchid.events. Special requests are not guaranteed. Hotels will assign specific room types upon check-in, based on availability.

- One complimentary one year APCO Membership* (excludes Commercial and International membership categories)
- Entrance into all professional development tracks Sunday through Wednesday
- Entrance into the exhibit hall Monday and Tuesday
- Two (2) \$10 lunch credits redeemable at the exhibit hall food outlets
- Entrance into the *APCO Block Party!* (no ticket issued, badge needed for entry)
- One (1) attendee bag ticket
- One (1) attendee gift ticket

* All memberships end on December 31. APCO prorates memberships in the second year.

Member Day Passes

\$145 per day through 7/8/2022

\$195 per day on-site

Available to **current members** of APCO International.

Includes:

- Entrance into professional development tracks and exhibit hall (*does not include a lunch credit*)
- One (1) attendee bag ticket (based on availability)
- One (1) attendee gift ticket (based on availability)
- Entrance into the *APCO Block Party!* (Tuesday Day Pass only. No ticket issued, badge required for entry)

A day pass must be purchased for each day you attend. Day passes are available Sunday through Wednesday. Other event tickets must be purchased separately.

Non-Member Day Passes

\$245 per day through 7/8/2022

\$295 per day on-site

Includes:

- Entrance into professional development tracks and exhibit hall (*does not include a lunch credit*)
- One (1) attendee bag ticket (based on availability)
- One (1) attendee gift ticket (based on availability)
- Entrance into the *APCO Block Party!* (Tuesday Day Pass only. No ticket issued, badge needed for entry)

A day pass must be purchased for each day you attend. Day passes are available Sunday through Wednesday. Other event tickets must be purchased separately.

Member Exhibit Hall Only Pass

\$65 through 7/8/2022

\$85 on-site

Available to **current members** of APCO International.

Includes:

- Access to exhibit hall **only** (includes both Monday & Tuesday) (*does not include a lunch credit*)

Non-Member Exhibit Hall Only Pass

\$95 through 7/8/2022

\$115 on-site

Includes:

- Access to exhibit hall **only** (includes both Monday & Tuesday) (*does not include a lunch credit*)

Spouse, Guest or Child Registration (over 5 years of age)

\$125

You must be registered as a full registrant in order to add this to your purchase.

Includes:

- Entrance into the exhibit hall Monday and Tuesday
- Two (2) \$10 lunch credits redeemable at the exhibit hall food outlets
- Entrance into the *APCO Block Party!* (no ticket issued, badge required for entry)
- One (1) attendee bag ticket
- One (1) attendee gift ticket

Event Tickets for Purchase (not included with any registration)

Distinguished Achievers Breakfast (Tuesday)	\$20
Food for Thought Luncheon (Wednesday)	\$20
Connect & Celebrate Dinner (Wednesday)	\$50

*Admittance to the Block Party is included in the purchase of a Full Conference Registration, Spouse/Guest Registration, Exhibitor Registration (green badge) or a Tuesday Day Pass. Admittance will ONLY be available to these groups; **no additional individual tickets will be available for purchase.** You must wear your badge for entry.

Additional Items for Purchase

Attendee Bag Ticket	\$10
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