

911 Emergency Response Advisory Committee

****Draft Meeting Minutes****

Thursday, May 19, 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
Lisa Rose-Brown, City of Sparks
Cody Shadle, City of Reno, Municipal Court
Christopher Szabo, Washoe County School District
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

Jennifer Felter	Washoe County (Sheriff)
Chris Ketring	Washoe County (At-Large)
Shawn McEvers	City of Sparks (At-Large)
Joseph Robinson	City of Reno (Police)
Jamie Rodriguez	Washoe County (At-Large)
Lisa Rose-Brown	City of Sparks (Police)
Cody Shadle	City of Reno (Municipal Court)
Christopher Szabo	Washoe County School District
Jeff Voskamp	City of Reno (At-Large)
	(joined approximately 1:40 p.m.)

ABSENT

Doug Campbell	City of Sparks (Municipal Court)
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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.

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- 3. APPROVAL OF MARCH 31, 2022, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Jamie Rodriguez, Washoe County, moved to approve the March 31, 2022, minutes, as written. Shawn McEvers, City of Sparks, provided the second. There was no response to the call for public comment. Upon the call for a vote, the motion carried unanimously.

[Items Four and Five were opened together.]

- 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.

Jenn Felter, Washoe County, moved to accept the Financial Summary; Jamie Rodriguez, Washoe County, provided the second. There was no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

- 5. 911 FUND 5-YEAR REVENUE AND EXPENSE PLANNING** [Discussion Only] – A review and discussion of projected revenue and planned expenses in Fiscal Years 2022-2026. *Quinn Korbolic, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, reviewed his [presentation](#) for this item. There was discussion of different spending scenarios and questions about the CAD system cost potentially increasing and the ability to modify the budget. Mr. Korbolic share through the competitive bidding process may result in a lower cost than currently projected. \$750,000 had been set aside in FY21 and \$2.6 million was planned for in both FY23 and FY24. There are limited reasons to modify the budget after submitted to the state (such as increased revenue) and Board of County Commission approval would be necessary. It may become necessary to begin to have conversation about funding priorities or seeking direction from the Board of County Commissioners on increasing the surcharge.

Alex Kukulus, Washoe County, expressed interest in being aware of the worst case scenarios and the potential to see increases in spending for contracted items that may leave little room for discretionary spending. Lisa Rose-Brown, City of Sparks, spoke to the challenge to understand how the fund has gotten to the point of potentially not being able to fund current needs; she noted the last surcharge increase was to support the bodycam programs so it seems contradictory to consider not funding. There was discussion of the body camera program being mandated by state law.



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6. Consent Items [For Possible Action]

- a. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PSAP – BLUE DATA CABLES & INSTALLATION** [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 and installation of six Blue Data Cables, for an amount not to exceed \$1,795. *Cody Shadle, City of Reno*
- b. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF’S OFFICE DISPATCH PSAP– NENA AND APCO MEMBERSHIPS** [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 the purchase of NENA and APCO memberships in an amount not to exceed \$3,192. *Karinah Prevost, Washoe County Sheriff’s Office*
- c. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF’S OFFICE DISPATCH PSAP– EFD/EPD/EMD AND CPR/BLS TRAINING** [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 International Academy of Emergency Dispatching (IAED) EFD/EPD/EMD and CPR/BLS training and certification for new employees in an amount not to exceed \$3,800. *Karinah Prevost, Washoe County Sheriff’s Office*

Jamie Rodriguez, Washoe County, moved to make a recommendation to approve Consent Items 6a-6c. Shawn McEvers, City of Sparks, provided the second. There was no response to the call for public comment. Upon the call for a vote, the motion carried unanimously.

End of Consent Items

7. **911 FIVE-YEAR MASTER PLAN IMPLEMENTATION PROPOSAL** [For Possible Action] – Review and discussion of a proposal from Galena Group, Inc. to implement Five-Year Master Plan update recommendations including establishment of PSAP tactical backup strategies, assessment of NG911 readiness and current upgrades, establishing a structured process for funding 911 programs and equipment including funding prioritization; and to develop a process and format to track and report PSAP metrics to the committee; and, possible action to approve the proposal and direct staff to execute a contract with Galena Group for a cost not to exceed \$46,375. *Quinn Korbolic, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, reviewed the staff report and proposal for this item. Cody Shadle, City of Reno, asked if a surcharge audit had been included. Mr. Korbolic indicated it had not been. Previous efforts to request requests for proposals were stalled due to a lack of a funding mechanism so would have to be redone. Jamie Rodriguez, Washoe County, added several of those proposals had a payment structure based on a percentage of the past due amounts identified to which the Board of County Commissioners expressed a disinterest in recovering to prevent providers from go back to customers to recover. It was suggested it may be efficient to pursue a state-wide audit to include all Nevada counties that have a surcharge.

Cody Shadle, City of Reno, moved to make a recommendation to approve the request to approve a proposal from Galena Group, Inc. to implement Five-Year Master Plan update

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recommendations including establishment of PSAP tactical backup strategies, assessment of NG911 readiness and current upgrades, establishing a structured process for funding 911 programs and equipment including funding prioritization; and to develop a process and format to track and report PSAP metrics to the committee; and, possible action to approve the proposal and direct staff to execute a contract with Galena Group for a cost not to exceed \$46,375. Jeff Voskamp, City of Reno, provided the second. There was no response to the call for public comment. Upon the call for a vote, the motion carried unanimously.

- 8. REQUEST FOR REIMBURSEMENT FOR THE CITY OF RENO DISPATCH PSAP – 2022 NENA 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 NENA Conference, currently scheduled for (but subject to change) June 11-16, 2022, in Louisville, Kentucky, for three attendees, in an amount not to exceed \$13,550. *Cody Shadle, City of Reno*

Jenn Felter, Washoe County, moved to make a recommendation to approve the request to reimburse the costs associated with the 2022 NENA Conference, currently scheduled for (but subject to change) June 11-16, 2022, in Louisville, Kentucky, for three attendees, in an amount not to exceed \$13,550. Jeff Voskamp, City of Reno, provided the second. There was no response to the call for public comment. Upon the call for a vote, the motion carried unanimously.

[Items 9 and 10 opened together]

- 9. REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PSAP – DISPATCH INFRASTRUCTURE CONSTRUCTION** [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 and installation of an independent and isolated HVAC system used to maintain environmental control for technology supporting emergency phone lines, radio equipment and computer-aided dispatch (CAD) for Reno Public Safety Dispatch's new location within the Public Safety Center, in an amount not to exceed \$315,000. *Cody Shadle, City of Reno*

Cody Shadle, City of Reno, reviewed the request sharing some expenses are coming up sooner than expected. The Dispatch Center will need an independent and isolated HVAC system to meet industry standards for a Tier 3 center. Development of the new Dispatch facility will support the Master Plan goal to allow all the PSAPs with the ability to support one another.

Jamie Rodriguez, Washoe County, asked if more specifics could be provided along with cost proposals. She stated she did not feel comfortable supporting this request without a breakdown of the costs and without funding planned in FY22 or FY23. She questioned whether this fund was the correct funding source while acknowledging support to provide for expenses that have been afforded to other agencies.

Jeff Voskamp, City of Reno, moved to make a recommendation to approve the request to reimburse the costs associated with the purchase and installation of an independent and isolated HVAC system used to maintain environmental control for technology supporting emergency phone lines, radio equipment and computer-aided dispatch (CAD) for Reno Public Safety Dispatch's new location within the Public Safety Center, in an amount not to exceed

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\$315,000. Joseph Robinson, City of Reno, provided the second. There was no response to the call for public comment. Upon the request for a rollcall vote, the motion failed with four in favor (Members McEvers, Robinson, Shadle and Voskamp) and four opposed (Members Felter, Kukulus, Rodriguez, and Rose-Brown). [Washoe County School District is a non-voting member.]

- 10. REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PSAP – DISPATCH INFRASTRUCTURE CONSTRUCTION** [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 and installation of an independent and isolated electrical infrastructure, including an electrical backup generator and uninterruptible power system (UPS) to directly support and connect radio, telephone and computer-aided dispatch (CAD) equipment for Reno Public Safety Dispatch’s new location within the Public Safety Center, in an amount not to exceed \$905,000. *Cody Shadle, City of Reno*

Cody Shadle, City of Reno, reviewed the request noting it is similar to Item 9 of this agenda. The system will directly support only Dispatch. Committee members echoed concerns raised in Item 9 with not having more defined quotes for costs and ability to fund. Member Shadle withdrew the item. No action was taken on this item.

- 11. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF’S OFFICE – AXON BODY WORN CAMERA AND FLEET (JULY 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, for a total first-year cost not to exceed \$30,821.99 (FY23). *Russ Pedersen, Washoe County Sheriff’s Office*

Alex Kukulus, Washoe County, expressed concern that costs will continue to increase as the community grows.

Jenn Felter, Washoe County, moved to make a recommendation to approve the request to reimburse the costs associated with 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, for a total first-year cost not to exceed \$30,821.99. Lisa Rose-Brown, City of Sparks, provided the second. There was no response to the call for public comment. Upon the call for a vote, the motion carried unanimously.

- 12. 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 withdrawn.

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- 13. 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 teams would be travelling next week to two different locations for site visits. Cody Shadle, City of Reno, shared the variance in cost between the lowest and highest bids begin to even out considering time and cost for implementation, software and maintenance.

- 14. 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 July 21, 2022, 1:30 p.m.

- Discussion of increasing surcharge
- Discussion of audit of remittances
- Discussion of Axon contracts and future costs

- 15. 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.

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

The meeting adjourned at 3:28 p.m.

Committee website:

http://www.washoecounty.gov/technology/board_committees/911_response/index.php