

911 Emergency Response Advisory Committee

Notice and Agenda of Meeting

Thursday, November 17, 2022

1:30 p.m.

**Washoe County Administration Complex
1001 East Ninth Street, Reno, Nevada
Building A – Second Floor Caucus Room**

Teleconference participation options provided below.

MEMBERS

Joseph Robinson, City of Reno, Chair
Jamie Rodriguez, Washoe County, Vice-Chair
Doug Campbell, City of Sparks
Jennifer Felter, Washoe County
Chris Ketring, Washoe County
Shawn McEvers, City of Sparks
Lisa Rose-Brown, City of Sparks
Cody Shadle, City of Reno
Christopher Szabo,
Washoe County School District
Jeff Voskamp, City of Reno

This meeting will be held at the physical location above and by teleconference via this [Teams Meeting link](#) or by calling 775-325-0620 using Conference ID: 164 470 718# Passcode: 3sfnoe. Please note, the Teams Meeting link option will require a computer or phone with internet access or the Microsoft Office product "Teams" application and with audio capabilities. Members of the public may also provide public comment by participating in the teleconference **via this [Teams Meeting link](#) or by calling 775-325-0620 using Conference ID: 164 470 718# Passcode: 3sfnoe.** Public comment may also be submitted ahead of time by emailing sdelozier@washoecounty.gov. Please try to provide comments by 5 p.m. on November 16, 2022.

Committee website:

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

AGENDA

- 1. CALL TO ORDER AND ROLL CALL** [Non-action item]
- 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.
- 3. APPROVAL OF SEPTEMBER 15, 2022, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.
- 4. FINANCIAL SUMMARY** [For Possible Action] – A review, discussion, and possible action to accept the Financial Summary. *Sara DeLozier, Washoe County Technology Services*
- 5. REVIEW OF 911 SURCHARGE SPENDING AND REVENUE** [For possible action] – A detailed review, discussion, and possible action to accept a report of historical, current, and projected expenditures from the 911 Fund to include but not be limited to a presentation of specific expenditures over the last three fiscal years. *Quinn Korbolic, Washoe County.*
- 6. 911 SURCHARGE AUDIT** [For possible action] – A review, discussion, and possible action to recommend that the Board of County Commissioners direct staff to initiate the process of retaining a firm to perform an audit of all telecommunication providers operating within Washoe County and the basis the providers use to determine the amount of their 911 Surcharge remittances. *Quinn Korbolic, Washoe County*

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7. Consent Items [For Possible Action]

- a. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (“PSAP”) – AMPLIFIER CABLE** [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 five Plantronics Standard Headset Amplifier Cables, for an amount not to exceed \$799.75. *Sara Skroch, City of Reno*
- b. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PSAP – CABLING INFRASTRUCTURE** [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 new Category 6 Cabling Infrastructure to support network services, for an amount not to exceed \$4,401.64. *Sara Skroch, City of Reno*
- c. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF SPARKS DISPATCH PSAP – 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 a group APCO membership, for an amount not to exceed \$1,719.00. *Lisa Rose-Brown, City of Sparks*
- d. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF SPARKS DISPATCH PSAP – WIRELESS ADAPTERS** [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 10 Plantronics PTT Wireless adapters, for an amount not to exceed \$4,049.50. *Lisa Rose-Brown, City of Sparks*
- e. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF SPARKS DISPATCH PSAP – 2023 NENA STANDARDS & BEST PRACTICES 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 2023 NENA NG911 Standards & Best Practices Conference, currently scheduled to be held January 16-19, 2023, in Clearwater, Florida, for two attendees, for an amount not to exceed \$8,000.00. *Lisa Rose-Brown, City of Sparks*
- f. **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, for an amount not to exceed \$3,319. *Karinah Prevost, Washoe County Sheriff’s Office*

End of Consent Items

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Items in FY23 Budget Projections

8. **REQUEST FOR RENO, SPARKS, WASHOE COUNTY – FY23 AGENCY SALARIES FOR GIS DATABASE UPDATE AND MAINTENANCE** [For Possible Action] – A review, discussion and possible action to approve, deny or otherwise modify requests for reimbursement or provide funding for the staff salaries supporting E911 GIS Database update and maintenance services for Fiscal Year 2022-2023 – City of Reno (\$205,000), City of Sparks (\$145,000), and Washoe County (\$214,000); for a total not to exceed (\$564,000). *Quinn Korbolic, Washoe County Technology Services*
9. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF RENO – AXON FLEET CONTRACT YEAR ONE (FY22)** [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 City of Reno’s Axon Contract for Fleet Cameras, Year One (FY22), for an amount not to exceed \$227,136.00. *Rob Larson, City of Reno*
10. **REQUEST FOR REIMBURSEMENT FOR TRUCKEE MEADOWS FIRE PROTECTION DISTRICT – ProQA 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 purchase of the system license renewal services and support of Pro-QA Priority Dispatch Fire Software licensing for Emergency Fire Dispatch (EFD), for an amount not to exceed \$15,000. *Charles Moore, Truckee Meadows Fire Protection District*

End of Items in FY23 Budget Projections

11. **INTRADO CHANGE ORDER FOR SESSION INITIATION PROTOCOL (“SIP”) LINES** [For possible action] – A review, discussion, and possible action to make a recommendation to the Board of County Commissioners to approve a Change Order to the Intrado Service Order effective November 13, 2020, to include a total of eighty-four SIP lines at regional dispatch centers for a total annual cost not to exceed [\$60,480] and a one-time fee of [\$2,000] in fiscal year 2022/2023. *Jenn Felter, Washoe County Sheriff’s Office*
12. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PSAP – ProQA FOR EMERGENCY MEDICAL DISPATCH (EMD)** [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 ProQA for Priority Dispatch Medical Software licensing, training, quality assurance, accreditation and support associated with implementing Emergency Medical Dispatch (EMD) services, for an amount not to exceed \$120,585.00. *Lisa Rose-Brown, City of Sparks*
13. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF’S OFFICE – AXON BODY WORN CAMERA AND FLEET CONTRACTS (AUGUST 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 FY23 Axon contract expenses for fifteen body worn cameras and four vehicle fleet kits, and related supplies, for an amount not to exceed \$90,164.61. *Amelia Galicia, Washoe County Sheriff’s Office*

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14. **REGIONAL COMPUTER AIDED-DISPATCH (CAD) SYSTEM REPLACEMENT UPDATE**
[Non-action item] – An informational update on 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
15. **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 January 19, 2023, 1:30 p.m.
16. **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.
17. **ADJOURNMENT** [Non-action item]

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**Posting of Agenda** - Pursuant to NRS 241.020, the Agenda for the 911 Emergency Response Advisory Committee has been posted at the Washoe County Administration Building, 1001 East Ninth Street, Reno, Nevada; and, electronically posted at <https://notice.nv.gov> and [http://www.washoecounty.gov/technology/board\\_committees/911\\_response/index.php](http://www.washoecounty.gov/technology/board_committees/911_response/index.php)

**How to Get Copies of Agenda and Supporting Materials** - The support documentation for the items on the agenda, provided to the 911 Emergency Response Advisory Committee, is available to members of the public at the County's Technology Services office or by emailing Lona Tette, [ltette@washoecounty.gov](mailto:ltette@washoecounty.gov) (1001 E. Ninth Street, Building C, Suite C220, Reno, NV 89512) or Sara DeLozier, [sdelozier@washoecounty.gov](mailto:sdelozier@washoecounty.gov) (1001 E. Ninth Street, Building C, Suite C220, Reno, NV 89512); or on the County's website at: [http://www.washoecounty.gov/technology/board\\_committees/911\\_response/index.php](http://www.washoecounty.gov/technology/board_committees/911_response/index.php)

**Possible Changes to Agenda and Timing** - The 911 Emergency Response Advisory Committee may consider items on the agenda out of order, may combine two or more agenda items for consideration, may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The consent agenda is a single agenda item, is considered as a block and will not be read aloud.

**Public Comment** – Public comments are welcomed during the Public Comment periods for all matters, whether listed on the agenda or not, and are limited to three (3) minutes per person. Additionally, public comment of three (3) minutes per person will be heard during individual action items on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the 911 Emergency Response Advisory Committee meeting. Persons may not allocate unused time to other speakers.

**Forum Restrictions and Orderly Conduct of Business** – The 911 Emergency Response Advisory Committee conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

**Responses to Public Comments** – The 911 Emergency Response Advisory Committee can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the Public Comment period, speakers may address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the 911 Emergency Response Advisory Committee. However, responses from 911 Emergency Response Advisory

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Committee to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the 911 Emergency Response Advisory Committee will consider, the 911 Emergency Response Advisory Committee may choose not to respond to public comments, except to correct factual inaccuracies, ask for Washoe County staff action or to ask that a matter be listed on a future 911 Emergency Response Advisory Committee meeting agenda. The 911 Emergency Response Advisory Committee may do this either during the Public Comment item or during the following item: **“911 EMERGENCY RESPONSE ADVISORY COMMITTEE MEMBER AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS [Non-action item].”**

**Special Accommodations** - Persons with disabilities who require special accommodations or assistance (e.g., sign language, interpreters or assisted listening devices) at the meeting should notify Regional Emergency Operations Center, 775-337-5859, or Washoe County Technology Services, 775-328-2350, 48 hours before the meeting.