

911 Emergency Response Advisory Committee

Notice of Meeting and Agenda

Thursday, May 18, 2023

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

Jamie Rodriguez, Washoe County, Chair
Lisa Rose-Brown, City of Sparks, Vice-Chair
Doug Campbell, City of Sparks
Jennifer Felter, Washoe County
Chris Ketring, Washoe County
Kevin Jakubos, City of Sparks
Joseph Robinson, City of Reno
Cody Shadle, City of Reno
Christopher Szabo,
Washoe County School District
Andrew Ancho, City of Reno

This meeting will be held at the physical location above and by teleconference via this [Teams Meeting link](#) (Meeting ID: 222 786 265 24 Passcode: JATCUc), or by calling 775-325-0620 using Conference ID: 949 252 033#. Please note: The Teams Meeting link option will require a computer or phone with internet access and the Microsoft Office product "Teams" application, as well as audio capabilities.

Committee website:

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

AGENDA

- 1. CALL TO ORDER AND DETERMINATION OF QUORUM** [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. Comments are to be made to the 911 Emergency Response Advisory Committee as a whole.
- 3. APPROVAL OF MARCH 16, 2023, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.
- 4. FINANCIAL SUMMARY** [Non-action item] – A presentation of the current Financial Summary. *Sara DeLozier, Washoe County Technology Services*
- 5. E911 FIVE-YEAR MASTER PLAN IMPLEMENTATION UPDATE** [Non-action item] – A review and discussion of E911 Five-Year Master Plan implementation activities to date. Such review shall include but not be limited to, a discussion of PSAP Metrics tracking and reporting; the definition of acceptable and not acceptable expenses, analysis of the regulations, and gaining concurrence with a prioritization of the Committee's fundable list; an assessment of NG9-1-1 readiness and present status of current upgrades; status of current emergency dispatch backup strategies and preparation for long-term (future) PSAP backup strategies. This will include the present status of known 911 related legislation in the current Nevada session and FCC related developments. *Stuart Cronan, Galena Group, Inc.*

911 Emergency Response Advisory Committee

Agenda

May 18, 2023

Page 2 of 5

6. **911 SURCHARGE INCREASE UPDATE** [Non-action item] – A review and discussion on progress towards a possible update of the 911 Surcharge from \$0.85 per access line and mobile line and \$8.50 per trunk line to \$1.00 per access line and mobile line and \$10.00 per trunk line, to include, but not be limited to, a report on the BCC's adoption of the 911 Surcharge Business Impact Statement and timeline for possible approval of a resolution implementing the increased surcharge. *Quinn Korbolic, Washoe County Technology Services*
7. **CONSENT AGENDA** [For Possible Action] – A review, discussion, and possible action to provide direction on criteria to determine which items should be included on the Consent portion of the 911 Emergency Response Advisory Committee agendas.

Items in FY23 Budget Projections

8. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – PRO-QA EMERGENCY FIRE DISPATCH (EFD)** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the FY23 renewal of the Priority Dispatch Pro-QA Emergency Fire Dispatch software, in an amount not to exceed \$12,000; and if approved, forward such recommendation to the Board of County Commissioners. *Lisa Rose-Brown, City of Sparks*
9. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS – FIRST DUE FIRE RESPONSE SOFTWARE** [For Possible Action] – A review, discussion and possible action 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 the City of Sparks Fire Department for a total first-year cost not to exceed \$20,000; and if approved, forward such recommendation to the Board of County Commissioners. *Kevin Jakubos, City of Sparks Fire Department*
10. **REQUEST FOR REIMBURSEMENT FOR THE WASHOE COUNTY SCHOOL DISTRICT – AXON YEAR FOUR CONTRACT FOR BODY WORN CAMERAS** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the Washoe County School District for FY23, Year Four, Axon body worn Camera Contract, in an amount not to exceed \$33,411; and if approved, forward such recommendation to the Board of County Commissioners. *Christopher Szabo, Washoe County School District*
11. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY TECHNOLOGY SERVICES – BODY WORN CAMERA FIBER LINES** (continued from March 16, 2023, agenda) [For Possible Action] – A review, discussion and possible action 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 Washoe County Sheriff's Office and Department of Alternative Sentencing's body worn camera program, for an amount not to exceed \$91,152.90 (FY23); and if approved, forward such recommendation to the Board of County Commissioners. *James Wood, Washoe County Technology Services*

End of Items in FY23 Budget Projections

911 Emergency Response Advisory Committee

Agenda

May 18, 2023

Page 3 of 5

12. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – IAED EFD RECERTIFICATIONS** (continued from March 16, 2023, agenda) [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of International Academies of Emergency Dispatch (IAED) Emergency Fire Dispatcher (EFD) recertifications, for an amount not to exceed \$2,449.50; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
13. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – DISPATCH EQUIPMENT** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of two SHS 1926 inline amplifiers (\$107.89 each), five HW 540 Headsets (\$76.82 each), 20 Plantronics ear cushions (\$5.73 each), eight HW 540 Headsets (\$60.59 each), three spare earloops (\$6.30 each), and ten spare ear cushions (\$3.22 each), for a total amount not to exceed \$1,250.30; and if approved, forward such recommendation to the Board of County Commissioners. *Sara Skroch, City of Reno*
14. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – NENA 2023 CONFERENCE** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with sending two attendees to the NENA 2023 Conference, currently scheduled, but subject to change, in Grapevine, Texas, on June 17-22, 2023, for an amount not to exceed \$5,500.00; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
15. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – SPARE BATTERIES** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of twelve Plantronics CA12CD spare batteries, for an amount not to exceed \$719.40; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Sheppard, City of Sparks*
16. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – RADIO EQUIPMENT** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of five Harris Symphony Nano Radio Console Speakers, eight belt clips, fifteen silicone ear buds, and five radio headsets, for an amount not to exceed \$1,368.77; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Sheppard, City of Sparks*
17. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF SPARKS – 911 COMPUTER WORKSTATIONS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of six computer workstations for an amount not to exceed \$9,654.30; and if approved, forward such recommendation to the Board of County Commissioners. *Douglas Campbell, City of Sparks*

911 Emergency Response Advisory Committee

Agenda

May 18, 2023

Page 4 of 5

18. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – DISPATCH EQUIPMENT** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of six headsets, three spare batteries, three wireless PTT cordless adapter base units, and one 10-pack headset replacement foam earpad cushions, for an amount not to exceed \$2,200.00; and if approved, forward such recommendation to the Board of County Commissioners. *Karinah Prevost, Washoe County Sheriff's Office*
19. **FIRE STATION ALERTING UPDATES** [Non-action item] – A review and informational update on the Fire Station Alerting Projects for City of Reno, City of Sparks, and Truckee Meadows Fire Protection District.
20. **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 and staffing required for CAD system maintenance. *Quinn Korbolic, Washoe County Technology Services*
21. **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 20, 2023, at 1:30 p.m.
22. **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. Comments are to be made to the 911 Emergency Response Advisory Committee as a whole.
23. **ADJOURNMENT** [Non-action item]

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**Posting of Agenda.** Pursuant to NRS 241.020(4)(b), 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 has been 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.** Copies of this agenda and the supporting materials for the items on the agenda, provided to the 911 Emergency Response Advisory Committee, are available to members of the public at the County's Technology Services office or by emailing Sharon Ruff, [sruff@washoecounty.gov](mailto:sruff@washoecounty.gov) (230 Edison Way, Reno, Nevada 89502) or Sara DeLozier, [sdelozier@washoecounty.gov](mailto:sdelozier@washoecounty.gov) (1001 E. Ninth Street, Building C, Suite C220, Reno, NV 89512); and are also posted 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 may delay discussion of an item on the agenda at any time. The consent agenda is a single agenda item, is considered as a block unless otherwise requested by a Committee member, and will not be read aloud.

**Public Comment.** Public comments are welcomed during the Public Comment periods at the beginning and end of the meeting for all matters, whether listed on the agenda or not. Additionally, public comment specific to the action item will be heard during individual action items on the agenda. Public comments

# 911 Emergency Response Advisory Committee

Agenda

May 18, 2023

Page 5 of 5

are limited to three (3) minutes per person per comment period. Persons may not allocate unused time to other speakers.

Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference or attending by telephone only. To provide public comment via Teams, log into the Teams Meeting at the above link and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, press \*5. Press \*6 to mute/unmute.

Additionally, persons are invited to submit public comments in writing by emailing Sara DeLozier at [sdelozier@washoecounty.gov](mailto:sdelozier@washoecounty.gov). The County will make reasonable efforts to send all email comments received by 4:00 p.m. on May 17, 2023, to the Committee members prior to the meeting.

**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. The Open Meeting Law does not expressly prohibit responses to public comments by the 911 Emergency Response Advisory Committee. However, responses from Committee members to unlisted public comment topics could become deliberation on a matter without notice to the public. To avoid this situation and to ensure the public has notice of all matters the 911 Emergency Response Advisory Committee will consider, members may choose not to respond to public comments, except to correct factual inaccuracies, ask for further information from Washoe County staff, 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, at least 48 hours before the meeting.