

911 Emergency Response Advisory Committee

Notice of Meeting and Agenda

Thursday, July 20, 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: 272 567 230 666 Passcode: Hnuxzy), or by calling 775-325-0620 using Conference ID: 917 958 798#. 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 MAY 18, 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 including, but not limited to, the first reporting of PSAP metrics to the Committee including review of the data presented; Emergency Dispatch backup planning and strategies with preparation for long-term PSAP Backup Strategies and possible FCC updates related to 911. *Stuart Cronan, Galena Group, Inc.*

911 Emergency Response Advisory Committee

Agenda
July 20, 2023
Page 2 of 4

Items in FY24 Budget Projections

6. **REQUEST FOR APPROVAL TO UTILIZE E911 FUNDS FOR TWO STAFF POSITIONS FOR THE UPDATE AND MAINTENANCE OF THE 911 DATABASE AND ADMINISTRATION OF THE COMPUTER AIDED DISPATCH SYSTEM** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to utilize E911 Funds, not to exceed [\$295,000], for two staff positions, one at Washoe County and one at the City of Reno, to support the update and maintenance of the 911 database and administration of the Computer Aided Dispatch (CAD) system; and if approved, forward such recommendation to the Board of County Commissioners. *Quinn Korbolic, Washoe County, Cody Shadle, City of Reno*

End of Items in FY24 Budget Projections

7. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – PRO-QA DISPATCH QUALITY PERFORMANCE REVIEW** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with FY23 Priority Dispatch Pro-QA Quality Performance Review Service Q Plus for EFD, in an amount not to exceed \$16,872; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
8. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – QUALITY PERFORMANCE REVIEW SERVICE (YEAR ONE)** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with Priority Dispatch Quality Performance Review Service Q Plus, in an amount not to exceed \$16,800 for year one; and if approved, forward such recommendation to the Board of County Commissioners. [Reoccurring annual cost \$16,800]. *Elaina Hooper, City of Reno*
9. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF SPARKS – AXON CONTRACT ADDITIONS (10 BODYCAMERA & 4 FLEET) (JUNE 2023 ADDITIONS)** [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 ten body worn camera systems and four fleet camera systems, and related hardware and equipment not previously in inventory, in an initial purchase amount not to exceed \$14,629.40; and if approved, forward such recommendation to the Board of County Commissioners. *Tara Edmonson, City of Sparks Police Department*
10. **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 5 Poly Mute Switch for Headsets (\$85.95), and 18 spare earloop kits EncorePro HW540 (\$111.96), for a total amount not to exceed \$197.91; and if approved, forward such recommendation to the Board of County Commissioners. *Sara Skroch, City of Reno*

911 Emergency Response Advisory Committee

Agenda

July 20, 2023

Page 3 of 4

11. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (“PSAP”) – APCO 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 APCO 2023 Conference, currently scheduled, but subject to change, in Nashville, Tennessee, August 6-9, 2023, for an amount not to exceed \$5,900.00; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
12. **NEVADA OPEN MEETING LAW AND ETHICS PRESENTATION** [Non-action item] – An informational presentation on the requirements of Nevada’s Open Meeting Law (“OML”), as codified in NRS Chapter 241, and ethics in government, as codified in NRS Chapter 281A. *Jen Gustafson, Deputy District Attorney*
13. **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 September 21, 2023, at 1:30 p.m.
14. **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.
15. **ADJOURNMENT** [Non-action item]

~~~~~

**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 Neville, [sneville@washoecounty.gov](mailto:sneville@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

July 20, 2023

Page 4 of 4

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 July 19, 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 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, at least 48 hours before the meeting.