

DATE: February 29, 2024
TO: 911 Emergency Response Advisory Committee
FROM: Cody Shadle, City of Reno Public Safety Dispatch Manager
shadlec@reno.gov
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 two (2) staff members to attend the 2024 Navigator Training Conference for a cost not to exceed \$5,500.00 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 two (2) staff members to attend the 2024 Navigator Training Conference for a cost not to exceed \$5,500.00 for travel, registration, 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. Navigator 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 2024 Navigator Training Conference is being held in National Harbor, Maryland. The cost breakdown is as follows; Conference registration is \$665.00 per person, airfare is approximately \$666.00 per person round trip, per diem/meals, travel to and from the hotel, and incidental expenses are approximately \$355.00 per person, and lodging is approximately \$1,036.00 per person, for an approximate total of \$2725.00 per person.

RECOMMENDATION

It is recommended that the E911 Emergency Response Advisory Committee approve the request for funding for the costs associated with two (2) staff members to attend the 2024 Navigator Training Conference for a cost not to exceed \$5,500.00.

POSSIBLE MOTION

Move to approve the recommendation to approve, deny, or otherwise modify a request for funding for the costs associated with two (2) staff members to attend the 2024 Navigator Training Conference for a cost not to exceed \$5,500.00 for travel, registration, lodging, and per diem.

The Gaylord National Resort & Convention Center Reservation Confirmation

The Gaylord National Resort & Convention Center Team <info@cvent.com>

Tue 11/21/2023 12:30 PM

To: Joanna Aitken <AitkenJ@reno.gov>



Gaylord National

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Dear Emily,

We are pleased to confirm your reservations for the IAED NAVIGATOR at Gaylord National Harbor Resort & Convention. Our entire staff is looking forward to your arrival.

Below is a summary of your booking and room information. Should your travel plans change and you need to make updates to your reservation, please [click here](#) or call 877-491-0468.

We look forward to seeing you soon!

- Gaylord National Harbor Resort & Convention

Reservation Details

Online Acknowledgment Number: 54Q09MOH

Hotel Confirmation Number: 95494786

Date Booked: Nov 21, 2023

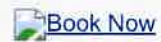
Reservation Name: Emily Good

Arrival Date: Apr 15, 2024

Departure Date: Apr 19, 2024

Room Type: Deluxe Guest Room

To update your reservation online, click the button below



Special Requests:

Number of Rooms: 1

Number of Guests: 1

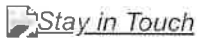
	Date	Guests	Status	Rate
Nightly Rate & Status:	Apr 15, 2024	1	Confirmed	259.00
	Apr 16, 2024	1	Confirmed	259.00
	Apr 17, 2024	1	Confirmed	259.00
	Apr 18, 2024	1	Confirmed	259.00
	Apr 18, 2024	1	Confirmed	259.00

Additional Guest	Rate
Second Guest	0.00
Third Guest	20.00
Fourth Guest	20.00

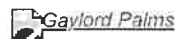
Total Charges: 1,036.00

Tax Disclosure: Room rates shown do not include 18.00% Sales Tax Per Night (subject to change) and a \$27 daily resort fee. Total charges presented on the website will include all room taxes but not any applicable resort fees.

Cancellation Policy: One night's room and tax advance deposit due at the time of booking. Cancellations made within 72 hours of arrival will forfeit one night's room and tax.



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IAED NAVIGATOR

April 11, 2024 - April 19, 2024

Your reservation is complete!

Thank you for booking!



+ USD 90.00 ,
+Taxes & Fees

[View](#)



Gaylord National Harbor Resort & Convention

201 Waterfront Street
National Harbor , MD 20745 , UNITED STATES

HOTEL REWARDS PROGRAM



[Click here to join Marriott Bonvoy!](#)

> Deluxe Guest Room

Acknowledgment number: 54Q09MOH

[Edit](#)

[Cancel](#)

[Add to calendar](#)

CHECK-IN

CHECKOUT

Mon, Apr 15, 2024

Fri, Apr 19, 2024

Guests

Emily Good



Relâche Spa & Salon

[Show details](#)



Old Hickory Steakhouse

[Show details](#)



Pose Rooftop Lounge

[Show details](#)



Belvedere Lobby Bar

[Show details](#)



Mobile Check In

Marriott Bonvoy members can benefit from this!

[Show details](#)



Mobile Key

[Show details](#)

The Gaylord National Resort & Convention Center Reservation Confirmation

The Gaylord National Resort & Convention Center Team <info@cvent.com>

Tue 11/21/2023 12:48 PM

To: Joanna Aitken <AitkenJ@reno.gov>



Gaylord National



Dear Sara,

We are pleased to confirm your reservations for the IAED NAVIGATOR at Gaylord National Harbor Resort & Convention. Our entire staff is looking forward to your arrival.

Below is a summary of your booking and room information. Should your travel plans change and you need to make updates to your reservation, please [click here](#) or call 877-491-0468.

We look forward to seeing you soon!

- Gaylord National Harbor Resort & Convention

Reservation Details

Online Acknowledgment Number: JTM1W6GW

Hotel Confirmation Number: 95488476

Date Booked: Nov 21, 2023

Reservation Name: Sara Skroch

Arrival Date: Apr 15, 2024

Departure Date: Apr 19, 2024

Room Type: Deluxe Guest Room

To update your reservation online, click the button below



Special Requests:

Number of Rooms: 1

Number of Guests: 1


	Date	Guests	Status	Rate
Nightly Rate & Status:	Apr 15, 2024	1	Confirmed	259.00
	Apr 16, 2024	1	Confirmed	259.00
	Apr 17, 2024	1	Confirmed	259.00
	Apr 18, 2024	1	Confirmed	259.00
	Apr 18, 2024	1	Confirmed	259.00

Additional Guest	Rate
Second Guest	0.00
Third Guest	20.00
Fourth Guest	20.00

Total Charges: 1,036.00

Tax Disclosure: Room rates shown do not include 18.00% Sales Tax Per Night (subject to change) and a \$27 daily resort fee. Total charges presented on the website will include all room taxes but not any applicable resort fees.

Cancellation Policy: One night's room and tax advance deposit due at the time of booking. Cancellations made within 72 hours of arrival will forfeit one night's room and tax.

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REGISTRATION IS OPEN

We're very excited about NAVIGATOR 2024 and the lineup of amazing educational sessions being presented by outstanding industry experts on topics essential to high-performance emergency communication centers like yours.

The conference also offers many networking opportunities to widen your community of peers and to learn more about research being done in emergency dispatch, as well as the latest developments at the Academy and updates to the protocol.

We think you will agree that NAVIGATOR 2024 is one of the best conference values around.

Register Today



BE WHERE THE ACTION IS!

Discover the extraordinary setting of the Gaylord National Resort & Convention Center, where the highly anticipated NAVIGATOR 2024 conference sessions and Exhibit Hall will take place. As the pinnacle event for police, fire, medical emergency dispatch and nurse triage, this annual gathering attracts over 1,700 passionate professionals from all corners of the globe.

[Download Brochure](#)

CONFERENCE PRICES

EARLY BIRD

Ends Feb. 27, 2024



3-Day Passport

\$685

1-Day Passport

\$275

PRIORITY

Feb. 28–April 14, 2024



3-Day Passport

\$775

1-Day Passport

\$305

ON-SITE

After April 15, 2024



3-Day Passport

\$845

1-Day Passport

\$350

Exhibit Hall Guest Pass

\$175

PRE-CONFERENCE WORKSHOP PRICES

Pre-conference 4-hour Course	\$150
Pre-conference 8-hour Course	\$300
ED-Q Cert. Course (2-Day)	\$655
ETC Instructor Cert. Course (3-Day)	\$655
EMD Mentor Course (3-Day)	\$655

DISCOUNTS

ACE Center Discount CODE: ACE_AGENCY24	\$80
Member Discount CODE: IAED_MEMBER	\$40
Group Discount (3+ people) CODE: 24GROUP_REG	\$70
NENA Discount CODE: NENA_IAED24	\$20

*Discounts cannot be combined

INVOICE



National Academies of Emergency Dispatch
dba International Academies of Emergency Dispatch

Invoice Number: 24-06022024-0947-0941

Invoice Date: February 6, 2024

110 South Regent Street, Suite 800,
Salt Lake City, Utah
United States
Ph: (888) 725-5853
Fax: +1 801 746-5879
navigator@emergencydispatch.org

Bill To:

Sara Skroch
City of Reno
5195 spectrum blvd.
reno, Nevada
89512
USA

Order: FSNV5W4FYNS

Invoice: 24-06022024-0947-0941

Order Date: Tuesday, February 6,
2024 1:07 PM ET

Item	Price	Quantity	Amount
3-Day Passport		\$665.00	1 \$665.00
		Order Total	\$665.00

Payments/Credits: \$665.00
Balance Due: \$0.00


CANCELLATION POLICY

Attendees can cancel by logging back into your registration and clicking on "unregister". Cancellations done by March 15, 2024 will be refunded, minus a 50% processing fee. After March 15, 2024, no refunds will be issued. For questions, please contact navigator@emergencydispatch.org

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Reno ↔ Baltimore

\$666

Round trip · Economy ·  1 passenger


Lowest total price

Selected flights

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 Departing flight · Mon, Apr 15

×


 6:00 AM → 6:19 PM
RNO BWI

∨


1 stop · 9 hr 19 min · American

348 kg CO₂e

Avg emissions

 Returning flight · Fri, Apr 19

×

 3:35 PM → 9:36 PM
BWI RNO

∨

1 stop · 9 hr 1 min · American

356 kg CO₂e

Avg emissions

Booking options



Book with American Airline

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Basic Economy

\$666

Main Cabin

\$766

Main Plus

\$866

 Seat selection for a fee

✓ Free seat selection

✓ Free seat selection

✓ Standard seat

 Extra legroom available for a fee

✓ Extra legroom

 Priority boarding for a fee

 Priority boarding for a fee

 Priority boarding for a fee

✗ No ticket changes

✓ Free change, possible fare difference

✓ Free change, possible fare difference

✓ 1 free carry-on

✓ 1 free carry-on

✓ 1 free carry-on

 1st checked bag: \$60

 1st checked bag: \$60

✓ 1st checked bag free

Continue


Continue

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Fare and baggage fees apply to your entire trip. [American bag policy](#).

Prices include required taxes + fees for 1 adult. Optional charges and [bag fees](#) may apply

\$666 is typical for Economy

The least expensive flights for similar trips to Baltimore usually cost between \$610–1,200. 



 Language · English (United States)

 Location · United States

 Currency · USD

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FY 2024 Per Diem Rates for national harbor, Maryland

Daily lodging rates (excluding taxes) | October 2023 - September 2024

Primary Destination	County	2023 Oct	Nov	Dec	2024 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	\$261	\$193	\$193	\$193	\$193	\$258	\$258	\$258	\$258	\$176	\$176	\$261



FY 2024 Per Diem Rates for national harbor, Maryland

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	\$79	\$18	\$20	\$36	\$5	\$59.25

APRIL 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	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	1	2	3	4