



WASHOE COUNTY

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STAFF REPORT

COMMITTEE MEETING DATE: March 21, 2024

DATE: Thursday, March 14, 2024

TO: 911 Emergency Response Advisory Committee

FROM: Quinn Korbolic, Washoe County Technology Services, IT Manager
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SUBJECT: Recommendation to approve the utilization of E911 funds for staff salaries at the City of Reno, City of Sparks, and Washoe County supporting E911 GIS Database update and maintenance services and supporting Computer Aided Dispatch (CAD) system and database administration for Fiscal Year 2023/2024: City of Reno, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$375,000); City of Sparks, 1 FTE GIS Database position and 0.5 FTE CAD System Administrator position (\$215,000); and Washoe County, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$375,000); for a total not to exceed (\$965,000); and if approved, forward such recommendation to the Board of County Commissioners.

SUMMARY

A review, discussion, and possible action to approve, deny, or otherwise modify a request to utilize E911 Funds for staff salaries at the City of Reno, City of Sparks, and Washoe County supporting E911 GIS Database update and maintenance services and supporting Computer Aided Dispatch (CAD) system and database administration for Fiscal Year 2023/2024: City of Reno, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$375,000); City of Sparks, 1 FTE GIS Database position and 0.5 FTE CAD System Administrator position (\$215,000); and Washoe County, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$375,000); for a total not to exceed (\$965,000).

Nevada Revised Statutes (NRS) 244A.7645 3.A.3 authorizes the use of E911 surcharge funds for “Paying the costs for personnel and training associated with the routine maintenance and updating of the database for the system.” The CAD system and associated GIS data is a crucial part of the E911 system and the staff in question will play an important role in the routine maintenance and updating of the database for the system.

PREVIOUS ACTION

On January 19, 2023 the 911 Emergency Response Advisory Committee approved the fiscal year 2023-2024 budget.

AGENDA ITEM # _____

On November 15, 2022, the 911 Emergency Response Advisory Committee approved requests for reimbursement from the Cities of Reno [\$205,000] and Sparks [\$145,000] and Washoe County [\$214,000] to provide funding for salary and benefits to support E911 GIS Database update and maintenance services for Fiscal Year 2022-2023 for a total amount not to exceed [\$564,000].

On March 18, 2021 the 911 Emergency Response Advisory Committee approved utilization of the 911 Fund for reimbursements to the Cities of Reno and Sparks and to Washoe County for the salary and benefits of a total of four FTE positions for the update, support and maintenance of the E-911 GIS database.

On January 16, 2020 the 911 Emergency Response Committee approved utilization of the 911 Fund for Washoe County staff salary supporting E911 GIS Database update and maintenance services for Fiscal Year 2020-2021 in an amount not to exceed [\$177,418].

In previous years, salary disbursement to Washoe County for 0.5 FTE telephone technician (MSAG Coordinator) has been implicitly approved by the 911 Emergency Response Committee through the budget approval process.

For City of Reno, in fiscal year 2010/2011, 2011/1012, 2012/2013, 2013/2014, 2014/2015, 2015/2016, 2016/2017, 2017/2018, 2018/2019, and 2019/2020 the E-911 Board authorized reimbursement to the City of Reno for E-911 GIS services performed by the E-911 GIS Technician and ½ salary and benefits for one GIS Analyst. The total authorized amount in fiscal year 2011/2012 was \$140,085. The total authorized amount in fiscal year 2012/2013 was \$139,410. The total authorized amount in fiscal year 2013/2014 was \$139,410. The total authorized amount in fiscal year 2014/2015 was \$147,163. The total authorized amount in fiscal year 2015/2016 was \$147,163. The total authorized in fiscal year 2017/2018 was \$164,021.

For City of Sparks, the E911 Emergency Response Committee authorized salary reimbursement to support the update and maintenance of the GIS database in FY16 - \$79,219, FY17 - \$76,777, FY18 – 89,901.54, FY19 \$86,283, and FY20 \$103,230.

BACKGROUND

NRS 244A.7645 provides that 911 surcharge funds may be used to pay for costs associated with maintenance, upgrade and replacement of equipment and software necessary for the operation of the enhanced telephone system.

NRS 244A.7645 states: “If a surcharge is imposed in a county pursuant to NRS 244A.7643, the board of county commissioners of that county shall create a special revenue fund of the county for the deposit of the money collected pursuant to NRS 244A.7643. The money in the fund must be used only:

- (a) To pay the costs of adopting and reviewing the 5-year master plan for the enhancement of the telephone system for reporting emergencies in the county that is required pursuant to NRS 244A.7643.
- (b) With respect to the telephone system for reporting an emergency:

- (1) In a county whose population is 45,000 or more, to enhance the telephone system for reporting an emergency, including only:
- (I) Paying recurring and nonrecurring charges for telecommunication services necessary for the operation of the enhanced telephone system;
 - (II) Paying costs for personnel and training associated with the routine maintenance and updating of the database for the system;
 - (III) Purchasing, leasing or renting the equipment and software necessary to operate the enhanced telephone system, including, without limitation, equipment and software that identify the number or location from which a call is made; and
 - (IV) Paying costs associated with any maintenance, upgrade and replacement of equipment and software necessary for the operation of the enhanced telephone system.”

FISCAL IMPACT

The Enhanced 911 Fund (208) has sufficient budget authority in the FY24 budget for the five and one-half full-time equivalent positions at a cost of [\$965,000].

RECOMMENDATION

Staff Recommends that the committee approve the utilization of E911 funds for staff salaries at the City of Reno, City of Sparks, and Washoe County supporting E911 GIS Database update and maintenance services and supporting Computer Aided Dispatch (CAD) system and database administration for Fiscal Year 2023/2024: City of Reno, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$375,000); City of Sparks, 1 FTE GIS Database position and 0.5 FTE CAD System Administrator position (\$215,000); and Washoe County, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$375,000); for a total not to exceed (\$965,000); and if approved, forward such recommendation to the Board of County Commissioners.

POSSIBLE MOTION

If the Committee agrees with staff’s recommendation, a possible motion would be: “Motion to approve utilization of E911 funds for staff salaries at the City of Reno, City of Sparks, and Washoe County supporting E911 GIS Database update and maintenance services and supporting Computer Aided Dispatch (CAD) system and database administration for Fiscal Year 2023/2024: City of Reno, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$375,000); City of Sparks, 1 FTE GIS Database position and 0.5 FTE CAD System Administrator position (\$215,000); and Washoe County, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$375,000); for a total not to exceed (\$965,000); and if approved, forward such recommendation to the Board of County Commissioners.”