

911 Emergency Response Advisory Committee

Notice of Meeting and Agenda

Thursday, March 21, 2024

1:30 p.m.

**Washoe County Administration Complex
Regional Emergency Operations Center
5195 Spectrum Blvd., Reno, Nevada, 89512**

MEMBERS

Lisa Rose-Brown, City of Sparks, Chair
Cody Shadle, City of Reno, Vice-Chair
Andrew Ancho, City of Reno
Tara Edmonson, City of Sparks
Jennifer Felter, Washoe County
JW Hodge, City of Reno
Kevin Jakubos, City of Sparks
Chris Ketring, Washoe County
Cadence Matijeich, Washoe County
Christopher Szabo,
Washoe County School District

Teleconference participation options provided below.

This meeting will be held at the physical location above and by teleconference via this [Teams Meeting link](#) (Meeting ID: 274 640 079 406; Passcode: 3SyfBP), or by calling 775-325-0620 using Conference ID: 997 087 43#. 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. **INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE** [Non-action item]. Herb Kaplan, *Deputy District Attorney*
3. **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.
4. **APPROVAL OF JANUARY 18, 2024, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.
5. **FINANCIAL SUMMARY** [Non-action item] – A review of the current Financial Summary. *Sara DeLozier, Washoe County Technology Services*
6. **Consent Items [For Possible Action]**
 - a. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – DISPATCH HEADSETS and AMPLIFIER** [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



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HW540 Encorepro Convertible Headsets (\$508.92) and one SHS1926 Inline Amplifier (\$123.59), for a total amount not to exceed \$632.51; and if approved, forward such recommendation to the Board of County Commissioners. *Sara Skroch, City of Reno*

- b. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – NENA GROUP MEMBERSHIP** [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 the 2024 annual National Emergency Number Association (NENA) group membership, for an amount not to exceed \$3,100.00; and if approved, forward such recommendation to the Board of County Commissioners. *Sara Skroch, City of Reno*
- c. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – NENA CENTER TRAINING OFFICER TRAINING** [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 National Emergency Number Association (NENA) Center Training Officer training for seven staff members, for an amount not to exceed \$3,115.00; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
- d. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – 2024 NENA 9-1-1 GOES TO WASHINGTON CONFERENCE** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the 2024 National Emergency Number Association (NENA) 9-1-1 Goes to Washington Conference, which was held February 25-28, 2024, in Arlington, Virginia, for one attendee, for an amount not to exceed \$3,900.00; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
- e. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – NAVIGATOR 2024 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 Navigator 2024 Conference, currently scheduled, but subject to change, in National Harbor, Maryland, on April 11-19, 2024, 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*
- f. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – CAD COMPUTERS** [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 thirteen replacement Computer Aided Dispatch (CAD) personal computers, for an amount not to exceed \$38,950.47; and if approved, forward such recommendation to the Board of County Commissioners. *Sara Skroch, City of Reno*

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- g. REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – IAED EFD TRAINING AND CERTIFICATIONS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify requests to reimburse the costs associated with the purchase of International Academies of Emergency Dispatch (IAED) Emergency Fire Dispatch (EFD) certifications for two employees for an amount not to exceed \$850.00; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
- h. 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 FY24 renewal of the Priority Dispatch Pro-QA Emergency Fire Dispatch software licensing, in an amount not to exceed \$15,000.00; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*

End of Consent Items

- 7. REQUEST FOR RENO, SPARKS, WASHOE COUNTY – FY24 AGENCY SALARIES FOR GIS DATABASE UPDATE AND MAINTENANCE (continued from the January 18, 2024, agenda)** [For Possible Action] – A review, discussion and possible action to approve, deny or otherwise modify requests for reimbursement or to provide funding for the 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. *Quinn Korbolic, Washoe County Technology Services*
- 8. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF’S OFFICE – AXON BODY WORN CAMERA AND FLEET CONTRACTS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the Washoe County Sheriff’s Office for the costs associated with FY24 Axon contract expenses (Contract 1 (February 2022): \$898,420.45 and Contract 2 (August 2022 Additions: \$65,008.01) for a total not to exceed \$963,428.46. And if approved, forward such recommendation to the Board of County Commissioners. *Darrin Rice, Washoe County Sheriff’s Office*
- 9. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY GEOGRAPHIC INFORMATION SYSTEM DATA TO SUPPORT UNIFIED COMPUTER AIDED DISPATCH SYSTEM** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse Washoe County for the costs associated with Geographic Information Systems Data to support street network routing in the Unified Computer

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Aided Dispatch system, for a cost not to exceed \$25,000; and if approved forward such recommendation to the Board of County Commissioners. *Quinn Korbolic, Washoe County Technology Services.*

10. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – PELICAN PROTECTOR CASES** [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 Pelican Protector cases to hold emergency backup radio and CAD laptops, in an amount not to exceed \$1,820.75; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
11. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF RENO POLICE DEPARTMENT – AXON FLEET CONTRACT** [For Possible Action] – A review, discussion and possible action to approve, deny or otherwise modify a request to reimburse the costs associated with the City of Reno's FY24 Axon contract for the agency's fleet cameras in an amount not to exceed \$227,136.00; and if approved, forward such recommendation to the Board of County Commissioners. *Rob Larson, City of Reno*
12. **REQUEST FOR REIMBURSEMENT FOR TRUCKEE MEADOWS FIRE PROTECTION DISTRICT – 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 FY24 annual cost associated with the First Due Fire Response Software that provides CAD data and routing to responding resources, pre-incident planning and high-risk occupant-related data management for a total not to exceed \$25,963.88; and if approved, forward such recommendation to the Board of County Commissioners. *Dale Way, Truckee Meadows Fire Protection District*
13. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – PRIORITY DISPATCH AI SkillLab AND Q PLUS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify requests to reimburse the Washoe County Sheriff's Office for the first-year costs associated with the purchase of Priority Dispatch's AI SkillLab (\$5,000.00) and Q Plus for Emergency Medical Dispatch (EMD) and Emergency Fire Dispatch (EFD) (\$24,453.00) for a total cost for both products not to exceed \$29,453.00; and for the requests approved, forward such recommendation to the Board of County Commissioners. *Joanna Jenkins, Washoe County Sheriff's Office*
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 implementation and current project activities. *Quinn Korbolic, Washoe County Technology Services*
15. **UPDATE OF 911 EMERGENCY RESPONSE ADVISORY COMMITTEE BYLAWS AND GENERAL PROVISIONS (continued from the January 18, 2024 agenda)** [For Possible Action] – A review, discussion and possible action to enact the 2024 911 Emergency Response Advisory Committee's Bylaws and General Provisions to ensure compliance with state law

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changes and current Committee policies and standard practices. Updates have been made to reflect the Committee's feedback from the January 18, 2024, meeting. The Committee may either: (1) request further amendments and continue the item to the next meeting; (2) request further amendments and adopt the amended document with those specific further amendments; or (3) adopt the amended document as presented. *Jennifer Gustafson, Deputy District Attorney*

16. **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 May 16, 2024, at 1:30 p.m.
17. **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.
18. **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 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 are limited to three (3) minutes per person per comment period. Persons may not allocate unused time to other speakers. Members of the public that wish to share documents or make a brief presentation within their public comment period must provide ten (10) printed copies of each document. Please note that USB drives or any other digital media will not be accepted due to the risk of introducing viruses or malicious code, which could potentially compromise the County's systems.

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 link on the first page of the notice of meeting and utilize the "Raise Hand" feature

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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 March 20, 2024, 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 Washoe County Technology Services, 775-328-2350, at least 48 hours before the meeting.