

**DATE:** April 18th, 2024  
**TO:** 911 Emergency Response Advisory Committee  
**FROM:** Jennifer A Delano, Communications Supervisor, Washoe County 775/333-7000,  
[jdelano@washoecounty.us](mailto:jdelano@washoecounty.us)  
**THROUGH:** Sheriff Darin Balaam, Washoe County Sheriff's Office  
**SUBJECT:** REQUEST FOR TRAINING FUNDING FOR WASHOE COUNTY SHERIFF'S OFFICE COMMUNICATIONS PSAP: A review, discussion and possible action to approve, deny or otherwise modify a request to fund/reimburse for the costs associated with International Academy of Emergency Dispatching (IAED) EMD/EPD/EFD call taking on-line software training and certification for six Washoe County Communications new hires for a total cost not to exceed \$7,650.00, as well as six CPR/Basic Life Saving (BLS) courses and certifications as required by IAED for a total cost not to exceed \$216.00 for a grand total not to exceed \$7,866.00.00 through fiscal year 2023.

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## **SUMMARY**

### **PUBLIC SAFETY TRAINING CONFERENCE FOR PRIMARY PSAP (Public Safety Answering Point) WASHOE COUNTY SHERIFF'S OFFICE COMMUNICATIONS:**

A review, discussion and possible action to approve, deny or otherwise modify a request to fund/reimburse for the costs associated with International Academy of Emergency Dispatching EMD/EPD/EFD call taking on-line software training and certification or recertification for six (6) Washoe County Communications new hires in various EMD/EFD/EPD training classes hosted or otherwise through fiscal year 2023 for a total cost not to exceed \$7,650.00, as well as six (6) CPR/Basic Life Saving (BLS) courses and certifications for a total cost not to exceed \$216.00 for a grand total not to exceed \$7,866.00 through fiscal year 2023.

**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)**

Stakeholder is a primary Public Safety Answering Points (PSAP) – Washoe County Sheriff's Office Communications.

### **PREVIOUS ACTION BACKGROUND**

In the E911 Emergency Response Advisory board meeting June 2022, the Board approved funding to reimburse the County for same/like classes. Additionally, at the May E-911 meeting granted the City of Reno reimbursement for EFD training.

Additionally, the International Academy of Emergency Dispatching requires the applicant must also be CPR-certified through the National Safety Council, American Heart Association, American Red Cross, European Resuscitation Council, or equivalent to be EMD-certified. The February 2022 E-911 meeting granted Washoe County reimbursement for CPR-BLS training and certification.

### **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. Budget authority exists within the E911 Fund to the travel and training to the public safety training conferences for registrations, seminars and meetings.

### **RECOMMENDATION**

It is recommended that the E911 Emergency Response Advisory Committee approve the request to fund/reimburse all costs associated with International Academy of Emergency Dispatching EMD/EPD/EFD call taking on-line training and certification and the required CPR/BLS courses and certification not to exceed the grand total of \$7,866.00 for Washoe County Communications PSAP.

### **POSSIBLE MOTION**

Move to approve the recommendation to fund associated costs with training EMD/EFD/EPD and CPR/BLS certification not to exceed \$7,866.00.

# WASHOE COUNTY SHERIFF'S OFFICE AUTHORIZATION FOR PURCHASE

**Method of Purchase:** Procard  Purchase Order  SPO

Jennifer Delano is authorized to purchase the following item(s).

Date of Purchase	Vendor	Description of Purchase	Estimated Cost	Date Item(s) Received	Actual Cost
4/18/2024	American Heart Association	HeartCode BLS/CPR x 6 for new hires	216.00		216.00

\*\*Estimated cost should include shipping and handling, freight, etc.\*\*

Cost Center / Internal Order: **60594**  
 G/L Account: **710519**

**EPLS Checked - attach documents to claim:** Yes  N/A

**Insurance verified - required if vendor will be on-site** Yes  N/A

**Barcode Required - If yes, barcode request must be completed** Yes  N/A

**Comments:**

American Heart Association BLS/CPR online course @\$36.00 for six new hires, totalling \$216.00. \*\*Requesting reimbursement from E911 at upcoming May 16th 2024 meeting\*\*

I acknowledge that the use of my Washoe County Procurement card is for the above purchase(s). I understand that Washoe County does not pay tax, and that I will be responsible for verifying that no tax was charged for this purchase. I further acknowledge that I understand that I am authorized only for the above purchase. I understand that the following documents must be scanned and emailed to the Administrative Accounting Office immediately after receiving these items: completed copy of this form, all receipts, the EPLS verification, verification of vendor's insurance. I understand that if I do not provide these documents and receipts that I will be fiscally responsible for the purchases, and that I am responsible for any tax charged and not recovered from the vendor. Tax ID# 88-6000138.

*Jennifer A. Delano* #W4231 4/18/2024  
 Signature of Person Making Purchase Date

**Purchases approved by:**

*[Signature]* 5/1/24  
 Captain / Manager Date

