

# 911 Emergency Response Advisory Committee

## Notice of Meeting and Agenda

**Thursday, May 16, 2024**

**1:30 p.m.**

**Washoe County Administration Complex  
1001 East Ninth Street, Reno, Nevada  
Building A – Second Floor Caucus Room**

## 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: 260 656 186 11; Passcode: reajLf), or by calling 775-325-0620 using Conference ID: 591 093 012#. 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](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]. *Jennifer Gustafson, 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 MARCH 21, 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 and review of reimbursement process. *Sara DeLozier, Washoe County Technology Services*
6. **Consent Items [For Possible Action]**
  - a. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO – FY23 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 costs associated with the FY23 contract for First Due fire response software that will provide CAD data and routing to responding resources, pre-incident planning and high-risk occupant-related data management for the City of Reno Fire Department for a total cost not to exceed \$38,000; and if approved, forward such recommendation to the Board of County Commissioners. *Andy Ancho, City of Reno Fire Department*



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- b. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – 2024 NENA 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) Conference, currently scheduled, but subject to change, June 28-July 3, 2024, in Orlando, Florida, for two attendees, 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*
- c. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – IAED EFD AND EFD-Q 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) training and recertification for one employee and IAED EFD-Q recertifications for two employees for an amount not to exceed \$590.00; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
- d. **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 FY24 Priority Dispatch Pro-QA Quality Performance Review Service Q Plus for Emergency Fire Dispatch (EFD), in an amount not to exceed \$16,872.00; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
- e. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – CAD LAPTOPS** [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 Computer Aided Dispatch (CAD) laptops, for an amount not to exceed \$17,000.00; and if approved, forward such recommendation to the Board of County Commissioners. *Lisa Rose-Brown, City of Sparks*
- f. **REQUEST FOR REIMBURSEMENT FOR TRUCKEE MEADOWS FIRE PROTECTION DISTRICT – ProQA 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 purchase of the system license renewal services and support of Pro-QA Priority Dispatch Fire Software licensing for FY24 Emergency Fire Dispatch (EFD), for an amount not to exceed \$15,000.00; and if approved, forward such recommendation to the Board of County Commissioners. *Charles Moore, Truckee Meadows Fire Protection District*
- g. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF’S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – BLS and IAED EMD/EPD/EFD TRAINING AND CERTIFICATIONS** [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 costs associated with the purchase of International Academies of Emergency Dispatch (IAED) certifications and related

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CPR/Basic Life Saving (BLS) courses and certifications, for six new employees, as specified below. And for the requests approved, forward such recommendation to the Board of County Commissioners. *Jennifer Delano, Washoe County Sheriff's Office*

- i. International Academies of Emergency Dispatch (IAED) Emergency Medical Dispatch (EMD), Emergency Police Dispatch (EPD) and Emergency Fire Dispatch (EFD) recertifications for six employees for a total amount not to exceed \$7,650.00.
  - ii. CPR/Basic Life Saving (BLS) courses and certifications for six new employees for a total amount not to exceed \$216.00.
- h. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE – AXON BODY WORN CAMERA AND FLEET CONTRACTS (AUGUST 2022 ADDITIONS)** [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 the FY24 Axon contract expenses for fifteen body worn cameras and four vehicle fleet kits, for an amount not to exceed \$36,732.73; and if approved, forward such recommendation to the Board of County Commissioners. This item, if approved, will replace the November 30, 2023, Item 12 approval for \$36,372.73. *Darrin Rice, Washoe County Sheriff's Office*
- i. REQUEST FOR REIMBURSEMENT FOR NORTH LAKE TAHOE 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 costs associated with the FY24 contract for First Due fire response software that will interconnect CAD data and routing to responding resources, pre-incident planning and high-risk occupant-related data management for the North Lake Tahoe Fire Protection District for a total not to exceed \$9,807.00; and if approved, forward such recommendation to the Board of County Commissioners. *Ryan Sommers, North Lake Tahoe Fire Protection District*

## End of Consent Items

7. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF RENO POLICE DEPARTMENT – FY24 AXON FLEET AND BODYWORN CAMERA 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 and body worn camera programs in an amount not to exceed \$528,864.41; and if approved, forward such recommendation to the Board of County Commissioners. *Robert Larson, City of Reno*
8. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – IAED PROTOCOL PILOT GUIDES** [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 15 International Academies of Emergency Dispatch (IAED) Priority Dispatch Emergency Fire Dispatch (EFD) protocol Pilot Guides (Spiral flip cards), in an amount not to exceed \$2,995.00; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*

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9. **REQUEST FOR REIMBURSEMENT FOR TRUCKEE MEADOWS FIRE PROTECTION DISTRICT – CENTRAL SQUARE FOR FIRE STATION ALERTING** [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 project management licensing and interfacing fees performed by Central Square to ensure the interoperability between the Purvis system and Computer Aided Dispatch system, for a first year amount not to exceed \$3,280.00; and if approved, forward such recommendation to the Board of County Commissioners. *Charles Moore, Truckee Meadows Fire Protection District*
10. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM MICROWAVE LINK CONNECTIVITY TO PUBLIC SAFETY ANSWERING POINTS (PSAPs)** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify requests to reimburse Washoe County’s Nevada Shared Radio System Project fund for microwave equipment, installation and implementation services for microwave links that connect directly to regional Public Safety Answering Points (PSAPs) including links from and to Sparks Dispatch, Regional Dispatch on Spectrum Blvd., and Edison Way, and mountain top radio sites connected directly to PSAPs at Peavine Mountain, Red Peak, Ophir Peak, and Slide Mountain; for a total reimbursement not to exceed \$606,143.10; and if approved, forward such recommendation to the Board of County Commissioners. *Quinn Korbolic, Washoe County Technology Services*
11. **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*
12. **UPDATE OF 911 EMERGENCY RESPONSE ADVISORY COMMITTEE BYLAWS AND GENERAL PROVISIONS** (continued from the January 18, 2024, and March 21, 2024, agendas) [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 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*
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 July 18, 2024, 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]

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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 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 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 May 15, 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.