

# 911 Emergency Response Advisory Committee

## Notice of Meeting and Agenda

**Thursday, April 17, 2025**

**1:30 p.m.**

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

**Teleconference participation options provided below.**

### MEMBERS

Cody Shadle, City of Reno, Chair  
Chris Ketring, Washoe County, Vice-Chair  
Andy Ancho, City of Reno  
Tara Edmonson, City of Sparks  
Jenn Felter, Washoe County  
JW Hodge, City of Reno  
Kevin Jakubos, City of Sparks  
Cadence Matijevich, Washoe County  
Lisa Rose-Brown, City of Sparks  
Seana Baker, Washoe County School District

**This meeting will be held at the physical location above and by teleconference via this [Teams Meeting link](#) (Meeting ID: 263 072 425 51; Passcode: Uy6aT9rs), or by calling 775-325-0620 using Conference ID: 127 005 977#. 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 JANUARY 16, 2025, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.
5. **911 FUND FINANCIAL SUMMARY & REVIEW OF REVENUE AND EXPENDITURE PROJECTIONS** [Non-action item] – A review of the current Financial Summary and reimbursement processes; and a review and discussion of projected revenues and expenditures in the Regional 911 Fund. *Sara DeLozier & Quinn Korbolic, Washoe County Technology Services*
6. **Consent Items [For Possible Action]**
  - a. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO PUBLIC SAFETY ANSWERING POINT (PSAP) – FY25 DISPATCH EQUIPMENT** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the cost associated with purchase of dispatch equipment for a total cost not to exceed \$1,931.03. Such equipment includes:



QUALITY  
PUBLIC SERVICE



INTEGRITY



EFFECTIVE  
COMMUNICATION

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9 PolySHS1926 Headset Amplifiers (\$137.87 each); total not to exceed \$1,240.83; and 10 HW540 Encorepro Convertible Headsets (\$69.20 each); total not to exceed \$690.20. And for the requests approved, forward such recommendation to the Board of County Commissioners. *Sara Skroch, City of Reno*

- b. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO AND CITY OF SPARKS PUBLIC SAFETY ANSWERING POINTS (PSAPs) – IAED ProQA SPANISH FOR EFD and EMD** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify requests to reimburse the costs associated with the purchase and implementation of the International Academy of Emergency Dispatching (IAED) ProQA call taking online software implementing additional language, United States Spanish (USS) for Emergency Fire Dispatch (EFD) and Emergency Medical Dispatch (EMD) for a total not to exceed \$11,000, as follows:

- i. City of Reno, two licenses, for a total not to exceed \$8,800
- ii. City of Sparks, one license, for a total not to exceed \$2,200

And for the requests approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno & Connie Shepperd, City of Sparks*

- c. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS – FY25 PROQA PRIORITY DISPATCH 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 FY25 contract for ProQA Priority Dispatch System for Fire Dispatch for a total cost not to exceed \$15,000; 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 PUBLIC SAFETY ANSWERING POINT (PSAP) – FY25 DISPATCH EQUIPMENT** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the cost associated with purchase of dispatch equipment for a total cost not to exceed \$1,761.35. Such equipment includes: 1 Dell UltraSharp 27-inch monitor for a total not to exceed \$314.39; and 6 Dell UltraSharp 24-inch monitors (\$204.68 each); total not to exceed \$1,228.08. And for the requests 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) – IAED EFD CERTIFICATIONS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with International Academies of Emergency Dispatch (IAED) Emergency Fire Dispatch (EFD) certifications for two employees for an amount not to exceed \$2,445.00; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*

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- f. **REQUEST FOR REIMBURSEMENT FOR TRUCKEE MEADOWS FIRE PROTECTION DISTRICT – FY25 PROQA PRIORITY DISPATCH 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 FY25 contract for ProQA Priority Dispatch System for Fire Dispatch for a total cost not to exceed \$15,000; and if approved, forward such recommendation to the Board of County Commissioners. *Dale Way, Interim Fire Chief, Truckee Meadows Fire Protection District*
- g. **REQUEST FOR REIMBURSEMENT FOR TRUCKEE MEADOWS FIRE PROTECTION DISTRICT – FY25 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 FY25 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 Truckee Meadows Fire Protection District for a total cost not to exceed \$27,262.07; and if approved, forward such recommendation to the Board of County Commissioners. *Dale Way, Interim Fire Chief, Truckee Meadows Fire Protection District*
- h. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – CPR/BLS COURSE AND CERTIFICATION** [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 CPR/Basic Life Saving (BLS) course and certification for one staff member for a total amount not to exceed \$70.00; and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County Sheriff's Office*
- i. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – IAED EMD/EPD/EFD CERTIFICATIONS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with International Academies of Emergency Dispatch (IAED) Emergency Medical Dispatch (EMD and EMD-Q), Emergency Police Dispatch (EPD and EPD-Q), and Emergency Fire Dispatch (EFD and EFD-Q) certifications for one staff member for an amount not to exceed \$1,275.00; and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County Sheriff's Office*
- j. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – IAED CARD TRAYS AND 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 International Academies of Emergency Dispatch (IAED) Card Trays and Pilot Guides for an amount not to exceed \$1,437.00; and if approved, forward such recommendation to the Board of County Commissioners. *Chelsey Nahouraii, Washoe County Sheriff's Office*
- k. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – PRIORITY DISPATCH AI SKILLLAB** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with Priority Dispatch AI SkillLab for an amount not to exceed \$5,000.00; and if approved,

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forward such recommendation to the Board of County Commissioners. *Heather Meredith, Washoe County Sheriff's Office*

- I. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – IAED NAVIGATOR 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 2025 International Academies of Emergency Dispatch (IAED) Navigator conference currently scheduled for April 14-17, 2025, in Orlando, Florida, for two attendees, for an amount not to exceed \$7,500.00; and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County Sheriff's Office*
- m. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – PRIORITY DISPATCH Q PLUS REVIEW** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with Priority Dispatch Q Plus software licensing for an amount not to exceed \$21,750.00; and if approved, forward such recommendation to the Board of County Commissioners. *Chelsey Nahouraii, Washoe County Sheriff's Office*

## End of Consent Items

7. **REQUEST FOR FUNDING FOR THE HEXAGON ONCALL DISPATCH (CAD) INTERFACE TO PURVIS FIRE STATION ALERTING SYSTEM:** [For Possible Action] - A review, discussion and possible action to approve, deny or otherwise modify a request to fund the costs associated with transitioning and implementing the required software interface between Purvis Fire Station Alerting System and Hexagon OnCall Dispatch (CAD) for a total amount not to exceed \$58,500.00; and if approved forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
8. **REQUEST FOR CITY OF RENO, CITY OF SPARKS, WASHOE COUNTY – FY25 AGENCY SALARIES FOR GIS DATABASE UPDATE AND MAINTENANCE** [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 2024/2025: City of Reno, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$433,464); City of Sparks, 1 FTE GIS Database position and 0.5 FTE CAD System Administrator position (\$363,278); and Washoe County, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$411,190); for a total not to exceed (\$1,207,932). And if approved, forward such recommendation to the Board of County Commissioners. *Quinn Korbolic, Washoe County Technology Services*
9. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF SPARKS – AXON CONTRACT FOR AXON BODY WORN CAMERA AND FLEET CAMERA AND NETWORK FIBER** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the City of Sparks for a total request not to exceed \$217,108.13, as follows:

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(a) FY25 Axon Body worn Camera and Fleet Camera Contract not to exceed \$193,108.13;

(b) FY25 dedicated internet service provided by Charter/Spectrum in support of the body worn camera program not to exceed \$24,000.00.

And for the requests approved, forward such recommendation to the Board of County Commissioners. *Tara Edmonson, City of Sparks Police Department*

10. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE – AXON BODY WORN CAMERA AND FLEET CONTRACT** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the cost associated with the FY25 Axon Body worn Camera and Fleet Camera Contract for a total not to exceed \$1,482,536.37. And if approved, forward such recommendation to the Board of County Commissioners. *Darrin Rice, Washoe County Sheriff's Office*
11. **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 the Nevada Shared Radio System core router at 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 \$397,151.91; and if approved, forward such recommendation to the Board of County Commissioners. *Quinn Korbolic, Melissa Lawney, Washoe County Technology Services*
12. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – FRONTLINE QUALITY ASSURANCE AND QUALITY IMPROVEMENT TRACKER** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with Frontline Public Solutions Quality Assurance and Quality Improvement Tracker (cloud-based software to easily assess and track employee standards; manage and customize roster, questions, categories and forms; share information in a document library and reporting) for an amount not to exceed \$1,736.44; and if approved, forward such recommendation to the Board of County Commissioners. *Chelsey Nahouraii, Washoe County Sheriff's Office*
13. **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. *Erick Willrich, Washoe County Technology Services; Cody Shadle, City of Reno.*
14. **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 15, 2025, at 1:30 p.m.



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15. **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.
16. **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 April 16, 2025, 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

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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.