

911 Emergency Response Advisory Committee

****Draft Meeting Minutes****

Wednesday, June 18, 2025

1:00 p.m.

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

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
Derek Keller, City of Sparks
Cadence Matijevich, Washoe County
Connie Shepperd, City of Sparks
Chris Szabo, Washoe County School District

This meeting was held in person with a teleconference option.

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]

The meeting was called to order at 1:00 p.m.

PRESENT

Andy Ancho	City of Reno (At-Large)
Jenn Felter	Washoe County (Sheriff)
J.W. Hodge	City of Reno (Police)
Chris Ketring	Washoe County (At-Large)
Cody Shadle	City of Reno (Municipal Court)
Connie Shepperd	City of Sparks (Police)
Chris Szabo	Washoe County School District (Non-voting)

ABSENT

Tara Edmonson	City of Sparks (Municipal Court)
Derek Keller	City of Sparks (At-Large)
Cadence Matijevich	Washoe County (At-Large)

Jen Gustafson, Deputy District Attorney, Washoe County District Attorney's Office, was in attendance.



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911 Emergency Response Advisory Committee

****Draft Meeting Minutes****

June 18, 2025

Page 2 of 5

2. INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE [Non-action item]. *Jennifer Gustafson, Deputy District Attorney*

Washoe County Deputy District Attorney Jennifer Gustafson provided the instructions for providing public comment: This meeting is being held at and physical location with a teleconference option. 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 utilizing Meeting ID: 227 590 064 949 1; Passcode: SC9xU3Tq), or by calling 775-325-0620 using Conference ID: 191 392 436#. 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.

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.

There was no response to the call for public comment; no comments were submitted prior to the meeting.

4. APPROVAL OF MAY 15, 2025, MINUTES [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Jenn Felter, Washoe County, moved to approve the May 15, 2025, minutes, as written. Connie Shepperd, City of Sparks, provided the second. There was no response to the call for public comment. Upon the call for a vote, the motion carried unanimously.

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*

Sara DeLozier, Washoe County Technology Services, reviewed the [Financial Summary](#) ending May 31, 2025, sharing that there were no significant changes from the last report. The current report includes the May approvals, the June consent agenda items and updated amounts for budgeted items. She encouraged all agencies to submit invoices and requests for approved items as soon as possible with a limited window to ensure items fall within the current year budget.

911 Emergency Response Advisory Committee

****Draft Meeting Minutes****

June 18, 2025

Page 3 of 5

6. Consent Items [For Possible Action]

- a. **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 FY25 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*
- b. **REQUEST FOR REIMBURSEMENT TO WASHOE COUNTY SHERIFF'S OFFICE – 2024 AXON FLEET** – [For Possible Action] – A review discussion, and possible action to approve, deny or otherwise modify a request to reimburse contract year 2024 fleet in-car cameras, in an amount not to exceed \$34,467.09; and if approved, forward such recommendation to the Board of County Commissioners. *Darrin Rice, Washoe County Sheriff's Office*
- c. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – DISPATCH EQUIPMENT** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with ten (10) EncorePRO HW540 Convertible headsets in an amount not to exceed \$770.00; and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County Sheriff's Office*
- d. **REQUEST FOR REIMBURSEMENT FOR THE WASHOE COUNTY SCHOOL DISTRICT – AXON BODY WORN CAMERAS** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the Washoe County School District for FY25 Axon Contract for body worn cameras and related supplies for an amount not to exceed \$37,903.46; and if approved, forward such recommendation to the Board of County Commissioners. *Seana Baker, Washoe County School District*
- e. **REQUEST FOR REIMBURSEMENT FOR THE WASHOE COUNTY SCHOOL DISTRICT – AXON FLEET** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the Washoe County School District for FY25 Axon Contract for the Fleet Camera System for an amount not to exceed \$98,275.20; and if approved, forward such recommendation to the Board of County Commissioners. *Seana Baker, Washoe County School District*

There was no committee discussion or response to the call for public comment. Jenn Felter, Washoe County, moved to approve reimbursement of the cost associated with Consent Agenda Items 6a-6e; and if approved, forward such recommendation to the Board of County Commissioners. Cody Shadle, City of Reno, provided the second. Upon the call for a vote, the motion carried unanimously

End of Consent Items

911 Emergency Response Advisory Committee

****Draft Meeting Minutes****

June 18, 2025

Page 4 of 5

7. **REQUEST FOR REIMBURSEMENT TO WASHOE COUNTY SHERIFF'S OFFICE COMMUNICATIONS and CITY OF RENO PUBLIC SAFETY DISPATCH CENTER FOR WATSON CONSOLE EQUIPMENT TO SERVE PUBLIC SAFETY ANSWERING POINTS (PSAPs)** [For Possible Action] – A review, discussion and possible action to approve, deny or otherwise modify a request to fund the purchase of thirty-four (34) Watson dispatch console workstations used to house critical 911 call handling and dispatching equipment in the co-located Communications Dispatch Center at 5195 Spectrum Boulevard in an amount not to exceed \$796,584.50; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*

There was no Committee discussion or response to the call for public comment. Jenn Felter, Washoe County, moved to approve the request to fund the purchase of thirty-four (34) Watson dispatch console workstations used to house critical 911 call handling and dispatching equipment in the co-located Communications Dispatch Center at 5195 Spectrum Boulevard in an amount not to exceed \$796,584.50; and if approved, forward such recommendation to the Board of County Commissioners. Connie Shepperd, City of Sparks, provided the second. Upon the call for a vote, the motion carried unanimously.

8. **REQUEST FOR REIMBURSEMENT FOR SUPPORT & MAINTENANCE AGREEMENT OF CENTRAL SQUARE TOTAL COMMAND CAD FOR SIX MONTHS** [For Possible Action] – A review, discussion and possible action to approve, deny or otherwise modify a request to reimburse the costs associated with extending support and maintenance agreement of Central Square Total Command CAD for six (6) months, for a total amount not to exceed \$137,615.25; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*

Cody Shadle, City of Reno, shared this was a new request and has resulted from the scheduling changes with the Hexagon implementation and the requested amount will cover all three agencies.

There was no Committee discussion or response to the call for public comment. Jenn Felter, Washoe County, moved to approve the request to reimburse the cost associated with extending support and maintenance agreement of Central Square Total Command CAD for six (6) months, for a total amount not to exceed \$137,615.25; Cody Shadle, City of Reno, provided the second. Upon the call for a vote, the motion carried unanimously.

9. **911 MASTER PLAN UPDATE** [For Possible Action] – A review, discussion, and possible action to direct staff to initiate the release of a Request for Qualifications, as presented or modified based on committee direction, to acquire the services of a consultant to update the 911 Emergency Response Five Year Master Plan. *Quinn Korbolic, Washoe County*

Quinn Korbolic, Washoe County, requested any additional input for the Request for Qualifications (RFP) be shared with him in time to bring a new draft forward at the July meeting. The current plan was presented to the Board of County Commissioners approximately September of 2021.

911 Emergency Response Advisory Committee

Draft Meeting Minutes

June 18, 2025

Page 5 of 5

10. **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 17, 2025, at 1:30 p.m.

- **Previously requested items**
- **Overview of new legislative actions**

11. **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.

There was no response to the call for public comment.

12. **ADJOURNMENT** [Non-action item]

The meeting adjourned at 1:15 p.m.