

911 Emergency Response Advisory Committee

Notice of Meeting and Agenda

Thursday, September 18, 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
Vacant, Washoe County
JW Hodge, City of Reno
Derek Keller, City of Sparks
Cadence Matijevich, Washoe County
Connie Shepperd, City of Sparks
Eric Diamond, Washoe County School District

This meeting will be held at the physical location above and by teleconference via this [Teams Meeting link](#) (Meeting ID: 299 486 403 496 0; Passcode: tv9BX6Fw), or by calling 775-325-0620 using Conference ID: 375 622 561#. 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]. *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 JULY 17, 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*



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6. Consent Items [For Possible Action]

- a. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO PUBLIC SAFETY ANSWERING POINT (PSAP) – FY26 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 \$1,087.48. Such equipment includes: 3 Dell monitors (\$219.99 each), total not to exceed \$646.15; and 6 HW540 EncorePro Convertible Headsets (\$72.35 each), total not to exceed \$434.10. And for the requests approved, forward such recommendation to the Board of County Commissioners. *Joanna Aitken, City of Reno*
- b. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – 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 2025 National Emergency Number Association (NENA) conference June 21-26, 2025, in Long Beach, California, for two attendees, for an amount not to exceed \$5,392.48; and if approved, forward such recommendation to the Board of County Commissioners. *Joanna Aitken, City of Reno*
- c. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO FIRE DEPARTMENT – 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 FY26 annual costs 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 an amount not to exceed \$42,329.91; and if approved, forward such recommendation to the Board of County Commissioners. *Andy Ancho, City of Reno*
- d. **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 \$850.00; 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) – 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 the purchase dispatch equipment for a total cost not to exceed \$1,307.61. Such equipment includes: 13 Plantronics headsets (\$1,175.05) and 13 earbuds (\$125.57) with shipping (\$6.99); and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
- f. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS 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 the purchase of dispatch equipment for a total cost not to exceed \$39,509.19. Such equipment includes: 10 Computer Aided Dispatch (CAD) Personal Computers (\$24,059.10), 11 Dell UltraSharp 27" monitors (\$3,449.29), 62 Dell UltraSharp 24" monitors (\$12,000.80); and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*

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- g. 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 the purchase dispatch equipment for a total cost not to exceed \$618.36. Such equipment includes: 2 JPL Connect-1 Headsets (\$150.32), 1 JPL Element TT3-Avant-M Headset (\$67.96), 2 JPL Scout 300 Push-to-Talk PTT Amplifiers (\$252.72), and 1 JPL Scout 200 Push-to-Talk PTT Amplifier (\$126.36) with shipping (\$21.00); and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County Sheriff's Office*
- h. 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 and/or retests for half the combined Washoe County Communications Specialist and Communications Call Taker staff for an amount not to exceed \$2,500.00; 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 PUBLIC SAFETY ANSWERING POINT (PSAP) – EMERGENCY SERVICE PLAN (ESP)** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the FY26 annual costs associated with the purchase of International Academy of Emergency Dispatching - Emergency Service Plan (ESP) Platinum Package, which maintains licensing, updates, and customer support of Police, Fire, and Medical call taking software, for an amount not to exceed \$40,500; and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County*
- j. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE PUBLIC SAFETY ANSWERING POINT (PSAP) – CARBYNE** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the FY26 annual costs associated with year four of the Carbyne 911 [NG-911 Solution], for an amount not to exceed \$60,900; and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County*

End of Consent Items

- 7. REQUEST FOR FUNDING FOR REGIONAL EMERGENCY COMMUNICATIONS DISPATCH CENTER – CENCEPTUAL DESIGN SERVICES** [For Possible Action] – A review, discussion and possible action to approve, deny or otherwise modify a request to fund the costs associated with conducting an architectural review with conceptual design services for the Regional Emergency Communications Center (5195 Spectrum Boulevard), which houses Washoe County Sheriff's Office Public Safety Answering Point (PSAP) and City of Reno PSAP, Communications to determine the capacity and ability for facility redesign and potential expansion for an amount not to exceed \$29,700; and if approved, forward such recommendation to the Board of County Commissioners for its consideration on or after October 1, 2025 when NV SB 208 goes into effect. *Cody Shadle, City of Reno*

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8. **REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – IAED ETC 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 Telecommunicator Certification (ETC) certifications for three employees for an amount not to exceed \$1,050.00; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
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 \$202,264.92, as follows:
 - (a) FY26 Axon Body Worn Camera and Fleet Camera Contract not to exceed \$178,264.92;
 - (b) FY26 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 TECHNOLOGY SERVICES – DIGI-DEVICE** [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 one Digi-Device to support the interface to Intrado Automatic Number Identification (ANI) and Automatic Location Identification (ALI) and Text-to-911 services for Washoe County, City of Reno, City of Sparks and REMSA for an amount not to exceed \$1,683.00; and if approved, forward such recommendation to the Board of County Commissioners. *Erick Willrich, Washoe County Technology Services*
11. **911 MASTER PLAN REQUEST FOR QUALIFICATIONS UPDATE** [Non-action item] – A review and update on the Request for Qualifications process initiated by Washoe County to update the Five-Year 911 Master Plan. *Quinn Korbolic, Washoe County*
12. **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 November 20, 2025, at 1:30 p.m.
13. **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.
14. **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 [http://www.washoecounty.gov/technology/board\\_committees/911\\_response/index.php](http://www.washoecounty.gov/technology/board_committees/911_response/index.php).

State website <https://notice.nv.gov> is unavailable at time of posting.

**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 September 17, 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 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.