

DATE: December 12, 2025
TO: 911 Emergency Response Advisory Committee
FROM: Connie Shepperd, Sparks Police Department, Police Service Manager, 775-353-2241 ext. 5550, cshepperd@cityofsparks.us
THROUGH: Chris Crawforth, Chief of Police

SUBJECT: REQUEST FOR TRAINING REIMBURSEMENT FOR SPARKS POLICE DEPARTMENT PSAP (Public Safety Answering Point) [For possible action] - A review, discussion, and possible action to approve, deny or otherwise modify a request for reimbursement for Sparks Police Department PSAP for the costs associated with Priority Dispatch IAED EMD recertification and CPR/BLS (Basic Life Saving) course and certification for one (1) Emergency Communications Dispatch Supervisor for Sparks Police Department PSAP, for a total cost not to exceed \$125.00.

SUMMARY

REQUEST FOR TRAINING REIMBURSEMENT FOR SPARKS POLICE DEPARTMENT PSAP (Public Safety Answering Point) [For possible action] - A review, discussion, and possible action to approve, deny or otherwise modify a request for reimbursement for Sparks Police Department PSAP for the costs associated with Priority Dispatch IAED EMD recertification and CPR/BLS (Basic Life Saving) course and certification for one (1) Emergency Communications Dispatch Supervisor for Sparks Police Department PSAP, for a total cost not to exceed \$125.00.

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 the primary Public Safety Answering Points (PSAP) for Sparks Police Department.

PREVIOUS ACTION & BACKGROUND

In June 2022, the 911 Emergency Response Advisory Committee approved funding for Washoe County Sheriff's Office Communications PSAP for CPR/Basic Life Saving course and certifications and approved funding to reimburse the county for same/like classes in September 2023, November 2024, and April 2024

On July 21, 2022, the E911 Emergency Response Advisory Committee approved reimbursement for Washoe County Sheriff's Office Communications PSAP for the costs associated with IAED EFD/EMD/EPD software training recertification and in September 2023 approved funding for Sparks Police Department PSAP for the costs associated with IAED EFD/EMD software training recertification.

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.

RECOMMENDATION

It is recommended that the E911 Emergency Response Advisory Committee approve the request to reimburse Sparks Police Department PSAP for the costs associated with Priority Dispatch IAED EMD recertification and CPR/BLS (Basic Life Saving) course and certification for one (1) Emergency Communications Dispatch Supervisor for Sparks Police Department PSAP, for a total cost not to exceed \$125.00.

POSSIBLE MOTION

Move to approve the recommendation to reimburse Sparks Police Department for the costs associated with Priority Dispatch IAED EMD recertification and CPR/BLS (Basic Life Saving) course and certification for one (1) Emergency Communications Dispatch Supervisor for Sparks Police Department PSAP, for a total cost not to exceed \$125.00.

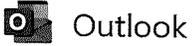
Order Confirmation

Order ID: 659580
Date of Order: 09/30/2025
Buyer Name: Andrew Mendenhall
Total Sale: \$55.00

Agency: Sparks Police Department
Payment Type: Credit Card
Purchase Order #:
Items Ordered:

Pricing shown is not final. Finalized pricing will be reflected in the invoice.

Order Item	Recipient	Type	Cost
EMD v14.0 NU Recertification Exam ID: 36408	Andrew Mendenhall	Recertification	\$55.00



Your National Academies of Emergency Dispatch dba International Academies of Emergency Dispatch receipt [#1137-1553]

From National Academies of Emergency Dispatch dba International Academies of Emergency Dispatch <receipts+acct_1OPscpFzVPgfx40L@stripe.com>

Date Mon 9/29/2025 10:52 PM

To Mendenhall, Andrew <amendenhall@cityofsparks.us>

This Message Is From an External Sender

[NOTICE: This message came from outside City of Sparks -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Receipt from National Academies of Emergency Dispatch dba International Academies of Emergency Dispatch

Receipt #1137-1553

AMOUNT PAID	DATE PAID	PAYMENT METHOD
\$55.00	Sep 29, 2025, 11:49:44 PM	VISA - 3367

SUMMARY

EMD 14.0 x 1 \$55.00

Amount paid \$55.00

If you have any questions, contact us at
shaun.hall@emergencydispatch.org or call us at **+1 801-363-9127**.

Something wrong with the email? [View it in your browser.](#)

You're receiving this email because you made a purchase at National Academies of
Emergency Dispatch dba International Academies of Emergency Dispatch, which partners
with Stripe to provide invoicing and payment processing.

REMSA Health Registration Receipt

Thank you for your registration. Please print this receipt for your reference.

Order Information

Order Date: 12/1/2025
Order ID: 26190890

Company

REMSA Health
400 Edison Way
Suite B
Reno, NV 89502
United States
remsaedu@remsahealth.com
775-353-0772

Customer

Andrew Mendenhall
700 E Greenbrae Dr
Sparks, NV 89434
623-349-3027
ubhejane11@gmail.com

Item	Cost
BLS CPR for Healthcare Providers Thu 12/4/2025 from 9:00 AM to 1:30 PM	\$70.00
Total	\$70.00
Credit Card (Keyed 12/1/2025 6:05 PM xxxxxx3367 35864D/00)	(\$70.00)
Balance Due	\$0.00

Class Location

REMSA Center for Integrated Health & Community Education

Directions:

REMSA Health
Center for Integrated Health & Community Education
400 Edison Way, Suite B
Reno, Nevada 89502

Map Link: <http://goo.gl/maps/EVKLk>

Terms and Conditions

REMSA Education

Terms and Conditions

eCard Delivery:

Students will receive their AHA eCards within one week of their class. For recertification classes, eCards will be issued within one week or by the end of the month, whichever comes first.

Refund Policy:

Students enrolling in any REMSA course agree to abide by current REMSA Education Refund Policy. All students will be required to cancel 48 hours prior to the beginning of a course. Refunds will be based on the total amount paid minus a \$10 administration fee. HeartCode students will **not** be refunded the online key code fee. Students canceling with less than 48 hour's notice will not receive a refund but will be allowed, one time, to transfer their registration to another available course. Students that do not cancel their registration and do not show up to a course will not receive a refund and will not be permitted to transfer their registration.

Hospital or Agency Employees Using Discount:

If using a hospital or agency discount code, you must bring proof of employment (employee ID badge) to check-in. Without proof, you will be charged the full course price.

Those using a discount code who fail to attend will be billed directly for the full course price.

REMSA is not responsible for contacting your employer or agency to verify your eligibility to participate in a course. Please confirm with your employer that they cover course fees as required for your role. If your employer declines payment, you will be billed directly.

NNMC Employees: Only full-time and part-time employees qualify for paid courses. Per diem employees using a discount code will be billed directly plus a \$10 administration fee. No-shows will be responsible for the cost of the course billed to NNMC.

Course Start Times:

Due to the fast pace of all REMSA education programs, students arriving more than 10 minutes following the start of a course will be required to reschedule for an alternate future course. Students will be placed in the next open and available course; refunds will not be given.

Course Cancellation:

Although every effort is made not to cancel a scheduled courses, REMSA reserves the right to cancel upcoming courses for various reasons including but not limited to low enrollment, weather, instructor availability, and facilities. In the event a course is cancelled, participants will be notified and rescheduled as appropriate, or refunded if requested.

Online Pre-course:

Various courses require a pretest or an online part 1 component. It is the student's responsibility to complete all necessary pre-course work, have completion certificate/pretest printed, and ready to turn in at the beginning of the course when the student checks-in. If the student does not have a printer, they can email completion certificate/pretest to the email provided at registration/confirmation email. Students will not be allowed to stay in the course without the required completed pre-course.

Course Location:

REMSA Education courses may be offered in various locations. It is the student's responsibility to utilize your confirmation email or contact REMSA Education to verify the correct address and location of the course. Failure to arrive on time due to not knowing the location of the course does not exempt the student from the course start time requirements.

Image Release

By registering for this class, you understand that you may be photographed, filmed, or videotaped and you hereby give REMSA the unqualified right to take pictures and/or recordings of you and grant the perpetual right to use your likeness, image, photo (collectively, "image"), without compensation, for broadcast or exhibition in any medium and to put the finished pictures/recordings to any legitimate use without limitation or reservation. You hereby waive, release and forever discharge REMSA from and against any and all claims or actions arising out of or resulting from any use of your image. REMSA shall not be obligated to use, and may elect not to use, your image.