

911 Emergency Response Advisory Committee

Notice of Meeting and Agenda

Thursday, May 21, 2026

1:30 p.m.

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

MEMBERS

Chris Ketring, Washoe County, Chair
Tara Edmonson, City of Sparks, Vice-Chair
Cody Shadle, City of Reno
Andy Ancho, City of Reno
Amelia Galicia, 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

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: 223 810 469 702 421, Passcode: nh6oJ6zm), or by calling 775-325-0620 using Conference ID: 462 907 088#. 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. 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.
- 3. APPROVAL OF MARCH 19, 2025, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.
- 4. 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. *Quinn Korbolic, Washoe County Technology Services*
- 5. 911 EMERGENCY RESPONSE ADVISORY COMMITTEE REIMBURSEMENT GUIDELINES** [For Possible Action] – A review, discussion and possible action to approve and adopt proposed updates to 911 Emergency Response Advisory Committee guidelines including but not limited to guidelines related to reimbursement requests, submission of invoices, and travel reimbursements. *Quinn Korbolic, Washoe County Technology Services*

6. **Consent Items [For Possible Action]**

- a. **REQUEST FOR PRE-APPROVAL OF REIMBURSEMENT FOR FOUR (4) PORTABLE HARRIS XL-200P BACKUP RADIOS AND ASSOCIATED ACCESSORIES FOR CITY OF RENO PUBLIC SAFETY DISPATCH PRIMARY PSAP (Public Safety Answering Point) [For Possible Action]** - A review, discussion and possible action to approve, deny or otherwise modify a request to pre-approve reimbursement of the costs associated with purchasing four (4) Portable Harris XI-200P backup radios and associated accessories for Reno Public Safety Dispatch in an amount not to exceed \$10,827.35. *Cody Shadle, City of Reno Public Safety Dispatch*
- b. **REQUEST FOR FUNDING FOR SCRIBE TRAINING AND DOCUMENTATION DEVELOPMENT SOFTWARE LICENSING [For Possible Action]** - A review, discussion and possible action to approve, deny or otherwise modify a request to fund the costs associated with procuring licensing for Scribe Training and Documentation Software for use with the implementation and maintenance of the Hexagon OnCall CAD Solution, for a one-year amount not to exceed \$34,692.00. *Cody Shadle, City of Reno Public Safety Dispatch*
- c. **REQUEST FOR PRE-APPROVAL OF REIMBURSEMENT FOR CITY OF RENO PUBLIC SAFETY DISPATCH AND CITY OF SPARKS POLICE DEPARTMENT DISPATCH PRIMARY PSAP (PUBLIC SAFETY ANSWERING POINT) FOR GOVWORX COMMS COACH TRAINING AND QUALITY ASSURANCE SOFTWARE [For Possible Action]** - A review, discussion and possible action to approve, deny or otherwise modify a request to pre-approve reimbursement of the costs associated with procurement and implementation of GovWorx Comms Coach Training and Quality Assurance software solution, for a total annual amount not to exceed \$75,000.00. *Cody Shadle, City of Reno Public Safety Dispatch*
- d. **REQUEST FOR TRAINING REIMBURSEMENT FOR SPARKS POLICE DEPARTMENT PSAP (PUBLIC SAFETY ANSWERING POINT) FOR PRIORITY DISPATCH IAED EFD & EFD-Q RECERTIFICATIONS [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 EFD & EFD-Q Recertifications for two (2) Dispatch Supervisors for Sparks Police Department PSAP, in the amount of \$165.00. *Connie Shepperd, Sparks Police Department*
- e. **REQUEST FOR REIMBURSEMENT FOR SPARKS POLICE DEPARTMENT PSAP (PUBLIC SAFETY ANSWERING POINT) FOR RENEWAL OF PROQA/EFD SERVICES [For possible action]** - A review, discussion, and possible action to approve, deny or otherwise modify a request for reimbursement for Sparks PSAP for the renewal of Priority Dispatch ProQA/EFD Quality Performance Review Services for an amount not to exceed \$16,872.00. *Connie Shepperd, Sparks Police Department*
- f. **REQUEST FOR FUNDING/REIMBURSEMENT FOR SPARKS POLICE DEPARTMENT PSAP (PUBLIC SAFETY ANSWERING POINT) FOR DISPATCH EQUIPMENT [For possible action]** – A review, discussion and possible action to approve, deny or otherwise modify a request to fund/reimburse the costs associated with purchasing and replacing ten (10) CAD PCs, eleven (11) Dell UltraSharp 27” Monitors, sixty-two (62) Dell UltraSharp 24” Monitors, and port cables, in an amount not to exceed \$47,616.86. *Connie Shepperd, Sparks Police Department*

- g. REQUEST FOR APPROVAL FOR SPARKS FIRE DEPARTMENT FOR FUNDING THE RENEWAL OF FIRST DUE FIRE RESPONSE SOFTWARE** [For possible action] – A review, discussion, and possible action to approve, deny or otherwise modify a request for reimbursement for Sparks Fire Department for the purchase of First Due fire response software that will provide CAD data, routing to responding resources, pre-incident planning, and high-risk occupant related data management for the City of Sparks Fire Department for fiscal year 2025-2026 in an amount not to exceed \$28,940.63. *Kevin Jakubos, Sparks Fire Department*
- h. REQUEST FOR APPROVAL FOR FUNDING THE RENEWAL OF PRO-QA PRIORITY DISPATCH FIRE SOFTWARE** [For possible action] – A review, discussion, and possible action to approve a request for funding to Truckee Meadows Fire Protection District (TMFPD) for the system license renewal, services, and support of Pro-QA Priority Dispatch Fire Software licensing for Emergency Fire Dispatch (EFD) services for a cost not to exceed \$15,000. *Chris Ketring, Truckee Meadows Fire Protection District*
- i. REQUEST FOR APPROVAL FOR FUNDING THE RENEWAL OF FIRST DUE FIRE RESPONSE SOFTWARE** [For possible action] – A review, discussion, and possible action to approve a request for funding to Truckee Meadows Fire Protection District (TMFPD) for the renewal of First Due fire response software that will provide CAD data and routing to responding resources, pre-incident planning, inspections, and hazardous materials to include high-risk occupant-related data management for Truckee Meadows Fire Protection District, effective February 1, 2026, for one year in an amount not to exceed \$28,625.18. *Chris Ketring, Truckee Meadows Fire Protection District*
- j. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE FOR REPLACEMENT MONITORS** [For possible action] – A review, discussion, and possible action to approve a request for funding to Washoe County Sheriff's Office Communications Center for the purchase of replacement monitors in an amount not to exceed \$3,236.97. *Shannon Hardy, Washoe County Sheriff's Office*
- k. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE FOR L3HARRIS HEADSET** [For possible action] – A review, discussion, and possible action to approve a request for funding to Washoe County Sheriff's Office Communications Center for the purchase of a L3Harris Adapter 6Wire Jackbox Headset in an amount not to exceed \$4,193.72. *Shannon Hardy, Washoe County Sheriff's Office*
- l. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE FOR PRO-QA TRAINING** [For possible action] – A review, discussion, and possible action to approve a request for funding to Washoe County Sheriff's Office Communications Center for the purchase of Priority Dispatch- IAED - ProQA Training in an amount not to exceed \$5,000.00. *Shannon Hardy, Washoe County Sheriff's Office*
- m. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE FOR DISPATCH CONSOLE CONTROLS** [For possible action] – A review, discussion, and possible action to approve a request for funding to Washoe County Sheriff's Office Communications Center for the purchase of Xybix Myclimate controls for dispatch consoles in an amount not to exceed \$5,285.30. *Shannon Hardy, Washoe County Sheriff's Office*

- n. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE FOR TRAINING LAPTOPS** [For possible action] – A review, discussion, and possible action to approve a request for funding to Washoe County Sheriff's Office Communications Center for the purchase of Communication Specialist laptops in an amount not to exceed \$8,398.38. *Shannon Hardy, Washoe County Sheriff's Office*
- o. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE FOR FIRE AND MEDICAL TRAINING** [For possible action] – A review, discussion, and possible action to approve a request for funding to Washoe County Sheriff's Office Communications Center for the purchase of Priority Dispatch- IAED – Fire and Medical Training in an amount not to exceed \$21,125.00. *Shannon Hardy, Washoe County Sheriff's Office*

End of Consent Items

- 7. **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 reimbursement to Washoe County's Nevada Shared Radio System Project fund for microwave equipment, installation and implementation services for the microwave links necessary for communication between Public Safety Answering Points (PSAPs) and first responders; for a total reimbursement not to exceed \$1,286,180.26 in fiscal year 2025-2026 and \$757,811.39 in fiscal year 2026-2027 for a total reimbursement not to exceed \$2,043,991.65; and approve modification of reimbursement terms for previous microwave system approvals on September 19, 2024, for \$208,991.19 and April 17, 2025 for \$397,151.91, to align the approved reimbursements with microwave system contract milestone payments; and if approved, forward such recommendation to the Board of County Commissioners. *Quinn Korbulic, Tyler Gerber-Winn, Washoe County Technology Services.*
- 8. **911 FIVE-YEAR MASTER PLAN PROJECT UPDATE** [Non-action item] – A review of progress on the update of the 911 Five-Year Master Plan. *Quinn Korbulic, Washoe County*
- 9. **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 16, 2026, at 1:30 p.m.
- 10. **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.
- 11. **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 Chelsea Houston, [chouston@washoecounty.gov](mailto:chouston@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 to raise you hand, and press \*6 to mute/unmute.

Additionally, persons are invited to submit public comments in writing by emailing Sharon Neville at [sneville@washoecounty.gov](mailto:sneville@washoecounty.gov). The County will make reasonable efforts to send all email comments received by 4:00 p.m. the business day prior to the meeting, 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.