

911 Emergency Response Advisory Committee

Notice of Meeting and Agenda

Thursday, September 17, 2026

1:30 p.m.

**Washoe County Administration Complex
1001 East Ninth Street, Reno, Nevada
Building A – Human Resources
Second Floor - Large Conference Room**

MEMBERS

Cadence Matijevich, Washoe County, Chair
Tara Edmonson, City of Sparks, Vice-Chair
Andy Ancho, City of Reno
JW Hodge, City of Reno
Cody Shadle, City of Reno
Derek Keller, City of Sparks
Connie Shepperd, City of Sparks
Richard Edwards, Washoe County
Amelia Galicia, Washoe County
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: 288 309 639 145 269, Passcode: 6Z2MH3ce), or by calling 775-325-0620 using Conference ID: 211 629 769#

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 JULY 16, 2026, 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 presentation of the current Financial Summary and reimbursement processes; a review and discussion of projected revenues and expenditures in the Regional 911 Fund; and a review of outstanding reimbursement requests that have not been paid to the requesting agencies. *Washoe County Technology Services Staff*
- 5. Consent Items** [For Possible Action]
 - a. REQUEST FOR REIMBURSEMENT FOR THE PURCHASE OF DISPATCH EQUIPMENT FOR THE CITY OF RENO PUBLIC SAFETY ANSWERING POINT** [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 the following equipment: six (6) HW540 EncorePro Convertible Headsets for a total amount of \$492.96; four (4) Poly EncorePro HW710 headsets for a total amount of \$315.28; thirty-

five (35) Poly EncorePro HW 530/540 foam cushions for a total amount of \$132.65; thirty-five (35) Poly EncorePro HW 530/540 Large for a total amount of \$261.80; and five (5) Plantronics In-Line mute switches for a total amount of \$144.70; all together for a total not to exceed amount of \$1,347.39; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*

- b. **REQUEST FOR REIMBURSEMENT FOR THE PURCHASE OF DISPATCH EQUIPMENT FOR THE CITY OF RENO PUBLIC SAFETY ANSWERING POINT [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 the following equipment: eight (8) HW540 EncorePro Convertible Headsets for a total amount of \$739.04 and one (1) for \$94.69; six (6) Poly EncorePro HW710 headsets for a total amount of \$651.48 and one (1) for \$111.28; ten (10) Poly EncorePro HW 530/540 foam cushions for a total amount of \$68.50 and six (6) for \$30.84; ten (10) Poly EncorePro HW 530 Ear Loops for a total amount of \$136.50 and four (4) for \$40.96; and one (1) JBL PLX QD mute switch for \$17.62; all together for a total not to exceed amount of \$1,890.91; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
- c. **REQUEST FOR REIMBURSEMENT FOR THE ATTENDANCE OF ONE DISPATCHER AND ONE SUPERVISOR FROM THE CITY OF RENO TO THE 2026 ANNUAL NAVIGATOR CONFERENCE IN LAS VEGAS, NEVADA [For Possible Action]** - A review, discussion and possible action to approve, deny or otherwise modify a request to reimburse the costs associated with sending one dispatcher and one supervisor from the City of Reno to the 2026 annual Navigator Conference in Las Vegas, NV; for an amount not to exceed \$4,746.04; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
- d. **REQUEST FOR REIMBURSEMENT FOR THE ATTENDANCE OF ONE DISPATCHER AND ONE SUPERVISOR FROM THE CITY OF RENO TO THE 2026 ANNUAL NATIONAL EMERGENCY NUMBER ASSOCIATION (NENA) CONFERENCE IN COLUMBUS, OHIO [For Possible Action]** - A review, discussion and possible action to approve, deny or otherwise modify a request to reimburse the costs associated with sending one dispatcher and one supervisor from the City of Reno to the 2026 annual NENA Conference in Columbus, OH; for an amount not to exceed \$5,666.95; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
- e. **REQUEST FOR TRAINING CERTIFICATION REIMBURSEMENT FOR SPARKS POLICE DEPARTMENT PUBLIC SAFETY ANSWERING POINT (PSAP) [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 International Academics of Emergency Dispatch Emergency Fire Dispatch Quality Assurance and National Emergency Number Association (NENA) Leadership in the 911 Center certification for one (1) Dispatch Supervisor in the amount of \$835.00; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
- f. **REQUEST FOR REIMBURSEMENT FOR THE ATTENDANCE OF ONE COMMUNICATONS STAFF MEMBER FROM THE**

SPARKS POLICE DEPARTMENT Public Safety Answering Point (PSAP) FOR THE 2026 NATIONAL EMERGENCY NUMBER ASSOCIATION (NENA) CONFERENCE [For Possible Action] - A review, discussion, and possible action to approve, deny or otherwise modify a request to reimburse the Sparks Police Department PSAP for the costs associated with sending one communications personnel to attend the NENA 2026 Conference in Columbus, OH in the amount of \$3,253.74; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*

- g. **REIMBURSEMENT REQUEST – FOR WASHOE COUNTY SHERIFF’S OFFICE PUBLIC SAFETY ANSWERING POINT (PSAP) FOR SOFTWARE [For Possible Action]** – A review, discussion, and possible action to approve, deny or otherwise modify a request for reimbursement to Washoe County for the costs associated with renewal of the International Academy of Emergency Dispatching - Emergency Service Plan (ESP) Platinum Package, which maintains licensing, updates, and customer support for Washoe County’s police, fire, and medical call-taking software for a total amount not to exceed \$40,500.00; and if approved, forward such recommendation to the Board of County Commissioners. *Shannon Hardy, Washoe County*
- h. **FUNDING/REIMBURSEMENT REQUEST FOR FIRST DUE SOFTWARE FOR THE RENO FIRE DEPARTMENT [For Possible Action]** – A review, discussion, and possible action to approve, deny or otherwise modify a request to fund the purchase of the annual subscription of First Due fire response software that will provide Computer Aided Dispatch data and routing to responding resources, pre-incident planning, and high-risk occupant related data management for the Reno Fire Department in an amount not to exceed \$44,446.41; and if approved, forward such recommendation to the Board of County Commissioners. *Andy Ancho, Reno Fire Department*

End of Consent Items

- 6. **REQUEST FOR REIMBURSEMENT FOR YEAR 2 BODY WORN AND FLEET CAMERA CONTRACT COSTS AND NETWORKING SERVICES FOR THE SPARKS POLICE DEPARTMENT [For Possible Action]** - A review, discussion, and possible action to approve reimbursement to the City of Sparks for Year 2 (FY26/27) contract costs for body worn camera and fleet camera systems and also for FY26/27, a dedicated one (1) Gigabyte internet service line provided by Charter/Spectrum Business for a total amount not to exceed \$209, 395.51; and if approved, forward such recommendation to the Board of County Commissioners. *Tara Edmonson, City of Sparks*
- 7. **REQUEST FOR CITY OF RENO, CITY OF SPARKS AND WASHOE COUNTY’S FISCAL YEAR 2026/2027 STAFF 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 Geographic Information Systems (GIS) Database update and maintenance services and supporting Computer Aided Dispatch (CAD) system and database administration for Fiscal Year 2026/2027 as follows: City of Reno, 1.5 Full-Time Equivalent (FTE) GIS Database positions and 1 FTE CAD System Administrator position (\$463,000); City of Sparks, 1 FTE

GIS Database position and 1 FTE CAD System Administrator position (\$361,268); and Washoe County, 1.5 FTE GIS Database positions and 1 FTE CAD System Administrator position (\$443,205); for a total amount not to exceed (\$1,267,473). And if approved, forward such recommendation to the Board of County Commissioners. *Quinn Korbolic, Washoe County Technology Services*

8. **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 October 22, 2026, at 1:30 p.m.
9. **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.
10. **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 [ts-meetings@washoecounty.gov](mailto:ts-meetings@washoecounty.gov) to reach Sharon Neville, (230 Edison Way, Reno, Nevada 89502) or Chelsea Houston, (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 your hand, and press \*6 to mute/unmute.

Additionally, persons are invited to submit public comment to the Committee in writing by emailing Sharon Neville or Chelsea Houston at [ts-meetings@washoecounty.gov](mailto:ts-meetings@washoecounty.gov). The County will make reasonable efforts to send all email comments received by 4:00 p.m. the day before 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.