

911 Emergency Response Advisory Committee

Notice of Meeting and Agenda

Thursday, September 19, 2024

1:30 p.m.

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

MEMBERS

Lisa Rose-Brown, City of Sparks, Chair
Cody Shadle, City of Reno, Vice-Chair
Andrew Ancho, City of Reno
Tara Edmonson, City of Sparks
Jennifer Felter, Washoe County
JW Hodge, City of Reno
Kevin Jakubos, City of Sparks
Chris Ketring, Washoe County
Cadence Matijevec, Washoe County
Chelsey Nahourai,
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: 244 468 871 692; Passcode: vc6UBS), or by calling 775-325-0620 using Conference ID: 777 936 795#. 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]. *Herb Kaplan, 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 18, 2024, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.
5. **FINANCIAL SUMMARY** [Non-action item] – A review of the current Financial Summary and reimbursement processes. *Sara DeLozier, Washoe County Technology Services*
6. **Consent Items** [For Possible Action]
 - a. **REQUEST FOR REIMBURSEMENT FOR CITY OF RENO 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 5 Poly SHS 1926-25 Inline Amplifiers (\$142.50 each), 7 Poly Amplifier Push to Talk Switches (\$174.77 each), 1 Poly EncorePro HW720 Headset (\$112.69 each), and 1 Poly CNTRL and Dispatch Starset (\$91.68 each), for a total amount not to exceed \$2,140.26; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*



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- b. REQUEST FOR REIMBURSEMENT FOR THE CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – APCO 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 Association of Public-Safety Communications Officials (APCO) Conference, held August 4-7, 2024, in Orlando, Florida, for two attendees, for an amount not to exceed \$4,476.38; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
- c. REQUEST FOR REIMBURSEMENT FOR CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – QUALITY PERFORMANCE REVIEW SERVICE** [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 Quality Performance Review Service Q Plus, for an amount not to exceed \$16,800.00, and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
- d. 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 FY25 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 \$40,314.20; and if approved, forward such recommendation to the Board of County Commissioners. *Andy Ancho, City of Reno*
- e. 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 three employees for an amount not to exceed \$880.00; 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 13 Plantronics headsets (\$934.97) and 5 Plantronics cordless wireless adapters (\$2,449.95) for a total amount not to exceed \$3,384.92; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
- g. REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – CTO CLASS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with hosting a National Emergency Number Association (NENA) Center Training Officer (CTO) Certification Class, for an amount not to exceed \$10,750; and if approved, forward such recommendation to the Board of County Commissioners. *Lisa Rose-Brown, City of Sparks*

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- h. REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – LIVE911 SOFTWARE** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the FY25 annual costs associated with Live911 Software, for an amount not to exceed \$15,000; and if approved, forward such recommendation to the Board of County Commissioners. *Lisa Rose-Brown, City of Sparks*
- i. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF’S OFFICE PUBLIC SAFETY ANSWERING POINT (PSAP) – IAED 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) certifications for seven employees and recertifications for eight employees for a total amount not to exceed \$2,440.00; 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 FY25 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 REIMBURSEMENT FOR WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM MICROWAVE LINK CONNECTIVITY TO PUBLIC SAFETY ANSWERING POINTS (PSAPs)** (continued from May 16, 2024, and July 18, 2024 agendas) [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify requests to reimburse Washoe County’s Nevada Shared Radio System Project fund for microwave equipment, installation and implementation services for microwave links that connect directly to regional Public Safety Answering Points (PSAPs), including links from and to Sparks Dispatch, Regional Dispatch on Spectrum Blvd., and Edison Way, and mountain top radio sites connected directly to PSAPs at Peavine Mountain, Red Peak, Ophir Peak, and Slide Mountain; for a total reimbursement not to exceed \$606,143.10; and if approved, forward such recommendation to the Board of County Commissioners. *Quinn Korbulic, Melissa Lawney, Washoe County Technology Services*
- 8. REQUEST FOR REIMBURSEMENT FOR THE CITY OF RENO POLICE DEPARTMENT – FY23 AXON FLEET AND BODYWORN CAMERA CONTRACT** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the City of Reno’s FY23 Axon contract for the agency’s fleet and body worn camera programs for an amount not to exceed \$384,484.54; and if approved, forward such recommendation to the Board of County Commissioners. *Robert Larson, City of Reno*

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9. **REQUEST FOR APPROVAL TO UTILIZE 911 FUNDS FOR CHANGE ORDER ONE (1) TO THE HEXAGON COMPUTER AIDED DISPATCH CONTRACT** [For Possible Action] – A review, discussion and possible action to approve the utilization of E911 funds in an amount not to exceed \$281,044.40 to execute change order one (1) to the contract between Washoe County and Intergraph Corporation through its Hexagon Safety, Infrastructure, & Geospatial division for upgrade of the regional Computer Aided Dispatch and Law Enforcement Records Management systems; change order one (1) addresses changes to technology including addition of new interfaces between Hexagon and certain third-party software systems, and removal of interfaces planned to be implemented between Hexagon and certain third-party software systems, and addition of licenses and services to implement Hexagon Mobile Responder, and removal of services for data conversion. This request to utilize 911 funds applies only to the Computer Aided Dispatch system. If the request is approved, forward such recommendation to the Board of County Commissioners. *Quinn Korbolic, Erick Willrich, Washoe County Technology Services*
10. **REQUEST FOR REIMBURSEMENT FOR THE WASHOE COUNTY SHERIFF'S OFFICE PUBLIC SAFETY ANSWERING POINT (PSAP) – SPECTRUM HVAC SYSTEM ENGINEERING** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request from the Washoe County Sheriff's Office and the City of Reno's Public Safety Answering Point (PSAP) to reimburse Washoe County for the costs associated with a contract for SGF Engineering to assess, design, and propose a new HVAC system for the co-located Reno/Washoe Communications Center located at 5195 Spectrum Boulevard, second floor, for an amount not to exceed \$16,400.00; and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County and Cody Shadle, City of Reno*
11. **REQUEST FOR REIMBURSEMENT FOR NORTH LAKE TAHOE FIRE PROTECTION DISTRICT – FIRST DUE FIRE RESPONSE SOFTWARE** (continued from May 16, 2024, and July 18, 2024 agendas) [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the FY24 contract for First Due fire response software that will interconnect CAD data and routing to responding resources, pre-incident planning and high-risk occupant-related data management for the North Lake Tahoe Fire Protection District for a total not to exceed \$9,807.00; and if approved, forward such recommendation to the Board of County Commissioners. *Ryan Sommers, North Lake Tahoe Fire Protection District*
12. **REGIONAL COMPUTER AIDED-DISPATCH (CAD) SYSTEM REPLACEMENT UPDATE** [Non-action item] – An informational update on the Regional CAD System Replacement Project, including but not limited to discussion of CAD and Records Management System implementation and current project activities. *Erick Willrich, Washoe County Technology Services; Cody Shadle, City of Reno.*
13. **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 21, 2024, at 1:30 p.m.
14. **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.

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15. 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 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 18, 2024, 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.

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**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.