

911 Emergency Response Advisory Committee

Meeting Minutes

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 Nahouraii,
Washoe County School District

This meeting was held at a physical location with a teleconference option.

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]

The meeting was called to order at 1:30 p.m.

PRESENT

Andrew Ancho	City of Reno (At-Large)
Tara Edmonson	City of Sparks (Municipal Court)
Jennifer Felter	Washoe County (Sheriff)
J.W. Hodge	City of Reno (Police)
Chris Ketring	Washoe County (At-Large)
Cadence Matijevec	Washoe County (At-Large)
Lisa Rose-Brown	City of Sparks (Police)
Cody Shadle	City of Reno (Municipal Court)
Chelsey Nahouraii	Washoe County School District (Non-voting)

ABSENT

Kevin Jakubos	City of Sparks (At-Large)
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Herb Kaplan, Deputy District Attorney, Washoe County District Attorney's Office, was in attendance.

2. **INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE** [Non-action item]. *Herb Kaplan, Deputy District Attorney*

Washoe County Deputy District Attorney Herb Kaplan provided the instructions for providing public comment: This meeting is being held at and physical location with a teleconference option. 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 utilizing (Meeting ID: 244 468 871 692; Passcode: vc6UBS, or by calling 775-325-0620 using Conference ID: 777 936 795#.



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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.

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.

There was no response to the call for public comment; no comments were submitted prior to the meeting.

4. **APPROVAL OF JULY 18, 2024, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Cody Shadle, City of Reno, moved to approve the July 18, 2024, minutes, as written. Tara Edmonson, City of Sparks, provided the second. There was no response to the call for public comment. Upon the call for a vote, the motion carried unanimously.

5. **FINANCIAL SUMMARY** [Non-action item] – A review of the current Financial Summary and reimbursement processes. *Sara DeLozier, Washoe County Technology Services*

There was no discussion on this item; it was tabled.

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*

- 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*

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- 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*
- 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*

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- 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*

Item 6d was removed from the Consent agenda to allow for discussion. There was no further committee discussion or response to the call for public comment. Jenn Felter, Washoe County, moved to approve reimbursement of the cost associated with Consent Agenda Items 6a-6c and 6e-6j; and if approved, forward such recommendation to the Board of County Commissioners. Andy Ancho, City of Reno, provided the second. Upon the call for a vote, the motion carried unanimously (member Felter was out of the room).

End of Consent Items

[Agenda 6d was removed from the Consent Agenda to allow for discussion.]

- 6d. **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*

There was committee discussion of the challenge to obtain a per module pricing breakdown; adequacy and timeliness of the posted material; it was clarified supporting material was not required to be provided in advance of the meeting. There was no response to the call for public comment. Cody Shadle, City of Reno, moved to approve the 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. Chris Ketring, Washoe County, provided the second. Upon the call for a vote, the motion carried unanimously.


[Agenda Item 10 was heard before Item 7 of this agenda at the request of Member Felter.]

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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 Korbolic, Melissa Lawney, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, reviewed the [presentation](#) and [staff report](#) for this item, sharing this request supports the infrastructure for connecting the Public Safety Answering Points (PSAPs). He clarified the amount of information was not intended to create confusion. The contractors of L3Harris were asked to provide as much information about each individual microwave link and clearest direct connections to PSAPs to best identify and isolate expenditures that match the language provided in NRS. The requested amount is only a portion of the whole system’s cost. He pointed out the 911 Fund has been approved to pay for costs associated with CAD project similar to those asked to be parsed out for this project (e.g. travel). He reviewed the current status of the efforts in place to address the budget shortfall for the P25 system. Any amount authorized for this use would reduce the amount being asked of the participating agencies to cover that shortfall. There is a timing component to ensure funding in time for the 2025 summer build-season. Grant funding is being pursued but is not guaranteed. There is language in the draft addendum to address overpayments should additional funding be obtained. As requested, Deputy District Attorney Jennifer Gustafson, has provided a legal opinion to the Committee members. There was discussion of the specific locations. It was clarified that only the antennas that link directly back to the Network Operations Center (NOC) and City of Sparks PSAP were submitted for consideration and provide for PSAP-radio traffic specific.

Reimbursement for Microwave Links that connect directly to PSAPs 

- Washoe County has installed microwave links as part of the Nevada Shared Radio System upgrade.
 - Microwave links to/from PSAPs are equipment utilized and necessary for “...transmitting information from a ‘user’ to an emergency responder and from an emergency responder to a ‘user.’” (NRS 244A.7641, definition of Telephone System)
- Recommendation to approve reimbursement for equipment, installation and implementation services for microwave links that **connect directly to regional Public Safety Answering Points (PSAPs)** for a cost not to exceed \$606,143.10.
- Total cost of Washoe County Microwave System: \$2,633,123

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Reimbursement Costs									
Table 1 - Microwave System Costs for 911 Reimbursement									
Microwave Design & Installation	Locations/Equipment							Spare Microwave Equipment	Grand Total
	Edison Way	Ophir Peak	Pravine Mtn	Red Peak	Slide Mtn	Sparks Dispatch	Spectrum		
Radio Equipment	\$21,395.57	\$33,920.15	\$49,054.33	\$33,123.51	\$45,679.37	\$21,395.57	\$41,192.75	\$48,484.40	\$294,245.62
Antennas	\$3,871.64	\$17,674.96	\$19,629.61	\$32,356.82	\$24,119.99	\$4,167.68	\$20,565.05	\$28,398.21	\$160,783.97
Add'l Mtrl Discount	(\$3,500.00)	(\$3,500.00)	(\$3,500.00)	(\$3,500.00)	(\$3,500.00)	(\$3,500.00)	(\$3,500.00)	(\$3,500.00)	(\$28,000.00)
Material Sale Price	\$27,209.00	\$60,118.88	\$106,479.92	\$64,975.41	\$82,874.20	\$27,579.06	\$72,822.24	\$91,728.26	\$533,786.98
Material Variance	(\$985.63)	\$3,394.31	\$2,813.71	\$3,266.08	(\$2,529.46)	(\$1,043.10)	\$1,464.81	\$44,929.01	\$51,309.73
Engineering & PM Svc	\$7,520.00	\$18,461.95	\$7,520.00	\$7,520.00	\$7,520.00	\$7,520.00	\$7,520.00	\$0.00	\$63,581.95
Installation Svc	\$39,630.25	\$39,630.25	\$78,019.35	\$30,000.00	\$39,630.25	\$27,594.82	\$39,630.25		\$294,135.17
Services Sale Price	\$62,238.33	\$76,681.70	\$112,911.94	\$49,526.40	\$62,238.33	\$46,351.56	\$62,238.33	\$0.00	\$472,186.60
Services Variance	\$14,467.44	\$23,705.07	\$25,532.08	(\$14,211.48)	(\$9,355.01)	(\$1,625.70)	(\$11,960.62)	(\$19,958.68)	\$6,593.10
Total	\$89,447.33	\$136,800.59	\$219,391.86	\$114,501.81	\$145,112.53	\$73,930.62	\$135,060.57	\$91,728.26	\$1,005,973.57
911 Reimbursement	1 microwave link	1 out of 2 microwave links	2 out of 6 microwave links	1 out of 3 microwave links	1 out of 4 microwave links	1 microwave link	7 Microwave Links		Total Costs for PSAP Microwave Links \$606,143.10
	\$89,447.33	\$68,400.29	\$73,130.62	\$38,167.27	\$36,278.13	\$73,930.62	\$135,060.57	\$91,728.26	

Cody Shadle, City of Reno, voiced concern with providing funding the further away from the PSAP links as is less clear if meets eligibility as provided by FCC direction and with consideration of NRS provisions being more limited. Would like to see more equitable cost sharing reflective of usage as determined by the radio system interlocals for more indirectly connected sites.

Jenn Felter, Washoe County, questioned the inclusion of \$91,000 for spare parts being necessary. Mr. Korbolic explained the need to have parts available in case of a failure or need for replacement as some parts have long lead-times for delivery. In response to a question, it was clarified that the Edison Way location is not a direct connection but serves as a backup to the NOC. There is another core in Las Vegas for the Statewide system. Lisa Rose-Brown, City of Sparks, voiced concern with involvement in contracts this Committee wasn't originally included in the review of and with these expenses not being anticipated or budgeted for this fund. She spoke against repeat requests to consider additional funding as a result of contract expense overages or cost increases; any approvals should be considered a one-time approval.

It was clarified that that all except for Red Peak and the Spectrum link to Red Peak have been completed. Installation for Red Peak was expected occur in the Spring of 2025. It was estimated that approximately 75% of the milestone payments have been made with the full microwave component accounting for approximately 23%. The original contract for the microwave system was \$2.3 million and is now planned at \$2.6 million and the request is not a result of under budgeting.

Cody Shadle, City of Reno, spoke to the need to consider the viability of the fund this early in the fiscal year year. He spoke to the potential to support the requests that link to the NOC and the City of Sparks PSAP while not precluding future requests for other sites. He requested any future requests are accompanied by a comprehensive fiscal impact closer to the end of the fiscal year. Mr. Korbolic reviewed the budget projection slides of the presentation pointing out the potential to reduce funding for the body camera program and consider appropriate use to remain under the fund's NRS-set maximum.

[Cadence Matijevich left the room and returned approximately one minute later.]

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Mr. Korbolic provided a breakdown of the impacts of a potential shift in planned expenditures from FY25 to FY26 identifying a comfortable cushion to accommodate the request; planned expenditures such as the Regional Dispatch Center may not be realized in FY25.

[Cadence Matijevich left the room and rejoined the meeting.]

There was discussion of the impacts of partial or full approval of the request. Staff was request to return to the Committee in January 2025 with that information.

Chris Ketring, Washoe County, voiced support for the request, either in full or in part, as a good use of the fund for the system; he shared he would not support further amendments to approvals.

There was no further committee discussion or response to the call for public comment. Cody Shadle, City of Reno, moved to approve the request 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), for the links from and to Sparks Dispatch (\$73,930.62) and Regional Dispatch on Spectrum Boulevard (\$135,060.57) for a total reimbursement not to exceed \$208,991.19; and with an option to return to the Committee for consideration of the additional sites with accompanying budget impacts. And if approved, forward such recommendation to the Board of County Commissioners. Tara Edmonson, City of Sparks, provided the second. Upon the call for a vote, the motion carried unanimously.

Attachment 1

Table 1 - Microwave System Costs for 911 Reimbursement

Microwave Design & Installation	Locations/Equipment								Grand Total
	Edison Way	Ophir Peak	Peavine Mtn	Red Peak	Slide Mtn	Sparks Dispatch	Spectrum	Spare Microwave Equipment	
Radio Equipment	\$21,395.57	\$33,920.15	\$49,054.33	\$33,123.51	\$45,679.37	\$21,395.57	\$41,192.75	\$48,484.40	\$294,245.62
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Material Sale Price	\$27,209.00	\$60,118.88	\$106,479.92	\$64,975.41	\$82,874.20	\$27,579.06	\$72,822.24	\$91,728.26	\$533,786.98
Material Variance	(\$985.63)	\$3,394.31	\$2,813.71	\$3,266.08	(\$2,529.46)	(\$1,043.10)	\$1,464.81	\$44,929.01	\$51,309.73
Engineering & PM Svc	\$7,520.00	\$18,461.95	\$7,520.00	\$7,520.00	\$7,520.00	\$7,520.00	\$7,520.00	\$0.00	\$63,581.95
Installation Svc	\$39,630.25	\$39,630.25	\$78,019.35	\$30,000.00	\$39,630.25	\$27,594.82	\$39,630.25		\$294,135.17
Services Sale Price	\$62,238.33	\$76,681.70	\$112,911.94	\$49,526.40	\$62,238.33	\$46,351.56	\$62,238.33	\$0.00	\$472,186.60
Services Variance	\$14,467.44	\$23,705.07	\$25,532.08	(\$14,211.48)	(\$9,355.01)	(\$1,625.70)	(\$11,960.62)	(\$19,958.68)	\$6,593.10
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[Agenda Item 11 was heard after Item 7 of this agenda.]

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*

There was no committee discussion or response to the call for public comment. Cadence Matijevich, Washoe County, moved to approve the 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. Lisa Rose-Brown, City of Sparks, provided the second. Upon the call for a vote, the motion carried unanimously.

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 Korbulic, Erick Willrich, Washoe County Technology Services*

Quinn Korbulic, Washoe County Technology Services, reviewed the [staff report](#) for this item sharing the request is interfaces not included in the original contract and to increase licensing for the Mobile Responder software. The total cost of Change Order One is \$ 299,583.66; of which, \$281,044.40 is attributable to the Computer Aided Dispatch (CAD) system. The remaining amount is attributable to the Records Management System. Cody Shadle, City of Reno, shared the evaluation team wasn’t able to get a good picture of the functionality of Mobile Responder initially so only one license per agency was planned for for testing. Mobile Responder provides the ability to use phones or tablets to add data while in the field, adding an extremely critical service.

There was no committee discussion or response to the call for public comment. Cody Shadle, City of Reno, moved 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

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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. And, if approved, forward such recommendation to the Board of County Commissioners. Jenn Felter, Washoe County, provided the second. Upon the call for a vote, the motion carried unanimously.

[Item 10 was opened prior to Agenda 7 of this agenda.]

- 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*

Jenn Felter, Washoe County; and Cody Shadle, City of Reno, introduced the item as a joint request of the Washoe County Sheriff's Office and the City of Reno, to relocate the HVAC system to the roof to provide more floor area to allow for growth and to address issues with noise. The system currently is isolated to only provide service to the Operational floor and directly supports 911 handling.

Rick Stevens, Washoe County Facilities, shared this approach would be beneficial to identify the alternatives available and get a true cost to hire. Steps had been taken to address sound concerns. There was brief discussion of the potential impacts of the system failing and becoming reliant on the one for the building with particular concern should there be a diminished ability to hear callers. As the current 20-year old system is considered functioning and operational, it is not high on the list for replacement under Washoe County's Capital Improvement Plan (CIP). It was clarified this request is solely for the engineering and not equipment and would be the first step to identify the best path for the project to proceed.

Cadence Matijevich, Washoe County, indicated she could make certain findings for the use of the fund for this purpose being the efficient and effective operation of the system, to make space for expansion; and provide for adequate temperature control for equipment. She added there are supportive ancillary benefits. Cody Shadle, and JW Hodge, City of Reno, spoke in agreement.

Chris Ketring, Washoe County, asked if the next step would be to return to the Committee to request funding for the new system and shared concern that a similar request previously brought forward by the City of Reno had been denied. He also voiced concern with what potential other requests an approval may open the Committee up to in the future. It was confirmed the intent was to return to request funding for the system. There was discussion of the City of Reno's request being speculative, without quotes and without a clear delineation of systems to ensure only the Dispatch Center was the beneficiary. There had also been concern about the expense and budget constraints.

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In response to questions about the full system costs, Rick Stevens, Washoe County Facilities, estimated \$130,000-\$200,000 depending on what's involved in the demolition. In response to questions about additional sources of funding, Aaron Smith, Community Services Department, indicated the Capital Improvement Plan process is a competitive one providing for a slim chance for additional funding and that process would consider the availability of E911 Funds.

Lisa Rose-Brown, City of Sparks, shared with their remodel/expansion, the City of Sparks provided the funding for the breakdown and moving of wall and they were able to use existing equipment.

There was no further committee discussion or response to the call for public comment. Cadence Matijevich, Washoe County, moved to approve the item based upon Committee discussion, identifying the expenditure as essential, providing more physical space for additional dispatch staff and taking measures to ensure appropriate maintenance of the equipment necessary to support the system. Based on those findings, the motion was to approve the reimbursement to 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. Lisa Rose-Brown, City of Sparks, provide the second. Upon the call for a vote, the motion carried unanimously.

[Agenda Item 11 was heard after Item 7 of this agenda.]

- 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*

[Jenn Felter, Washoe County, excused herself from the meeting and returned after the vote was taken.]

It was clarified that the FY24 requested amount was \$4,557.00. There was no committee discussion or response to the call for public comment. Cody Shadle, City of Reno, moved to approve the 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 \$4,557.00; and if approved, forward such recommendation to the Board of County Commissioners. JW Hodge, City of Reno, provided the second. Upon the call for a vote, the motion carried unanimously.

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- 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*

Cody Shadle, City of Reno, provided an update on the project sharing work on configuration of interfaces was underway for the rest of the year with testing to meet functional requirements next followed by training in the spring. The project is still on schedule to provide for a September 9, 2025 go-live date, is close to budget and continues to be an excellent project. The Federal Engineering Project Management lead will be changing but a smooth transition is anticipated.

- 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.

None

- 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.

There was no response to the call for public comment.

- 15. ADJOURNMENT** [Non-action item]

The meeting adjourned at 2:18 p.m.

Approved as written in Session November 21, 2024.