

911 Emergency Response Advisory Committee

Notice of Meeting and Agenda

Thursday, November 21, 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
Andy Ancho, City of Reno
Tara Edmonson, City of Sparks
Jenn Felter, Washoe County
JW Hodge, City of Reno
Kevin Jakubos, City of Sparks
Chris Ketring, Washoe County
Cadence Matijevec, Washoe County
Chris Szabo,
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: 249 215 178 889; Passcode: KPUoMP), or by calling 775-325-0620 using Conference ID: 238 166 549#. 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]. *Jennifer Gustafson, 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 SEPTEMBER 19, 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 THE CITY OF RENO DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – HEXAGON PUBLIC SAFETY 2024 NORTH AMERICA SUMMIT 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 Hexagon Public Safety 2024 North America Summit, September 16-19, 2024, in Cape Coral, Florida, for two attendees, for an amount not to exceed \$8,119.05; and if approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*



911 Emergency Response Advisory Committee

Agenda

November 21, 2024

Page 2 of 5

- b. REQUEST FOR REIMBURSEMENT FOR CITY OF RENO PUBLIC SAFETY ANSWERING POINT (PSAP) – FY25 PRO-QA SOFTWARE LICENSES** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the cost associated with Priority Dispatch Pro-QA Emergency Service Plan (ESP) Medical and Q Plus (Quality Performance Review) for Emergency Medical Dispatch (EMD). And for the requests approved, forward such recommendation to the Board of County Commissioners. *Cody Shadle, City of Reno*
- i. Priority Dispatch Pro-QA Emergency Service Plan (ESP) Medical for an amount not to exceed \$22,500.
 - ii. Priority Dispatch Pro-QA Q Plus for Emergency Medical Dispatch (EMD) for an amount not to exceed \$20,800.
- c. REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – FY25 IAED EFD RECERTIFICATIONS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify requests to reimburse the costs associated with the purchase of International Academies of Emergency Dispatch (IAED) Emergency Fire Dispatch (EFD) recertifications for two employees for a total amount not to exceed \$80.00; and if approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks*
- d. REQUEST FOR REIMBURSEMENT FOR CITY OF SPARKS PUBLIC SAFETY ANSWERING POINT (PSAP) – FY25 NENA & APCO MEMBERSHIPS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the City of Sparks for the costs associated with the purchase of the FY25 annual group memberships for a total not to exceed \$3,511.00; and for the requests approved, forward such recommendation to the Board of County Commissioners. *Connie Shepperd, City of Sparks Police Department*
- i. National Emergency Number Association (NENA) group membership for an amount not to exceed \$1,650.
 - ii. Association of Public-Safety Communications Officials (APCO) group membership for an amount not to exceed \$1,861.
- e. REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE PUBLIC SAFETY ANSWERING POINT (PSAP) – FY25 NENA & APCO MEMBERSHIPS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the Washoe County Sheriff's Office for the costs associated with the purchase of the FY25 annual group memberships for a total not to exceed \$3,511.00; and for the requests approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County Sheriff's Office*
- i. National Emergency Number Association (NENA) group membership for an amount not to exceed \$1,650.
 - ii. Association of Public-Safety Communications Officials (APCO) group membership for an amount not to exceed \$1,861.

911 Emergency Response Advisory Committee

Agenda

November 21, 2024

Page 3 of 5

- f. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – FY25 IAED EMD/EPD/efd TRAINING AND CERTIFICATIONS** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify requests to reimburse the Washoe County Sheriff's Office for the costs associated with the purchase of International Academies of Emergency Dispatch (IAED) Emergency Medical Dispatch (EMD), Emergency Police Dispatch (EPD) and Emergency Fire Dispatch (EFD); certifications for a total amount not to exceed \$7,065; and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County Sheriff's Office*
- i. International Academies of Emergency Dispatch (IAED) Emergency Medical Dispatch (EMD) training and certification for four employees for an amount not to exceed \$1,700.
 - ii. International Academies of Emergency Dispatch (IAED) Emergency Police Dispatch (EPD) training and certification for four employees for an amount not to exceed \$1,700.
 - iii. International Academies of Emergency Dispatch (IAED) Emergency Fire Dispatch (EFD) training and certification for four employees for an amount not to exceed \$1,700.
 - iv. International Academies of Emergency Dispatch (IAED) Emergency Medical Dispatch Quality Assurance (EMD-Q) training and certification for one employee for an amount not to exceed \$655.
 - v. International Academies of Emergency Dispatch (IAED) Emergency Police Dispatch Quality Assurance (EPD-Q) training and certification for one employee for an amount not to exceed \$655.
 - vi. International Academies of Emergency Dispatch (IAED) Emergency Fire Dispatch Quality Assurance (EFD-Q) training and certification for one employee for an amount not to exceed \$655.
- g. **REQUEST FOR REIMBURSEMENT FOR WASHOE COUNTY SHERIFF'S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – FY25 BLS/CPR TRAINING AND CERTIFICATION** [For Possible Action] – A review, discussion, and possible action to approve, deny, or otherwise modify requests to reimburse the Washoe County Sheriff's Office for the costs associated with the purchase of cardiopulmonary resuscitation (CPR)/Basic Life Saving (BLS) training and certification for four employees for a total amount not to exceed \$280.00; and if approved, forward such recommendation to the Board of County Commissioners. *Jenn Felter, Washoe County Sheriff's Office*

End of Consent Items

911 Emergency Response Advisory Committee

Agenda

November 21, 2024

Page 4 of 5

7. **REQUEST FOR REIMBURSEMENT FOR THE CITY OF RENO FIRE DEPARTMENT – PURVIS FIRE STATION ALERTING** [For Possible Action] – A review, discussion and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the software, hardware, and installation of a PURVIS Fire Station Alerting System for the Reno-Tahoe Airport Fire Station (Station 90) for an amount not to exceed \$133,728.71; and if approved, forward such recommendation to the Board of County Commissioners. *Andy Ancho, City of Reno*
8. **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.*
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 January 16, 2024, 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]

~~~~~

**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

# 911 Emergency Response Advisory Committee

Agenda

November 21, 2024

Page 5 of 5

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 November 20, 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.

**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.