

911 Emergency Response Advisory Committee

****Draft Meeting Minutes****

January 15, 2026

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911 Emergency Response Advisory Committee

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Thursday, January 15, 2026

1:30 p.m.

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

This meeting was held in person with a teleconference option.

MEMBERS

Cody Shadle, City of Reno, Chair
Chris Ketring, Washoe County, Vice-Chair
Andy Ancho, City of Reno
Tara Edmonson, City of Sparks
Amelia Galicia, Washoe County
JW Hodge, City of Reno
Derek Keller, City of Sparks
Cadence Matijevec, Washoe County
Connie Shepperd, City of Sparks
Eric Diamond, Washoe County School District

Committee website:

http://www.washoecounty.gov/technology/board_committees/911_response/index.php

AGENDA

1. CALL TO ORDER AND DETERMINATION OF QUORUM

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

PRESENT

Tara Edmonson	City of Sparks (Municipal Court)
Amelia Galicia	Washoe County (Sheriff)
JW Hodge	City of Reno (Police)
Chris Ketring	Washoe County (At-Large)
Cadence Matijevec	Washoe County (At-Large)
Cody Shadle	City of Reno (Municipal Court)
Connie Shepperd	City of Sparks (Police)
Eric Diamond*	Washoe County School District (non-voting)

ABSENT

Andy Ancho	City of Reno (At-Large)
Derek Keller	City of Sparks (At-Large)

Washoe County Deputy District Attorney Jennifer Gustafson was also in attendance.

2. INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE

Washoe County Deputy District Attorney Jennifer Gustafson recited the instructions for providing public comment.

3. PUBLIC COMMENT

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

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4. ELECTION OF OFFICERS

a. Chair (Washoe County)

Connie Shepperd, City of Sparks, nominated and moved to elect Chris Ketring, Washoe County, as Chair of the 911 Emergency Response Advisory Committee. Chair Cody Shadle, City of Reno, seconded the motion, which carried on a 7-0 vote with Andy Ancho and Derek Keller absent.

Mr. Ketring assumed the role as Chair.

b. Vice-Chair (City of Sparks)

Cody Shadle, City of Reno, nominated and moved to elect Tara Edmonson, City of Sparks, as Vice-Chair of the 911 Emergency Response Advisory Committee. JW Hodge, City of Reno, seconded the motion, which carried on a 7-0 vote with Andy Ancho and Derek Keller absent.

5. APPROVAL OF SEPTEMBER 18, 2025, and NOVEMBER 20, 2025, MINUTES

It was announced that no minutes were available for approval at this meeting.

6. 911 FUND FINANCIAL SUMMARY & REVIEW OF REVENUE AND EXPENDITURE PROJECTIONS

Sara DeLozier, Washoe County Technology Services, stated the fund had adequate fund budget availability, and she encouraged the agencies to submit their items for reimbursement whenever they could. All items recently approved by the Committee will go to the Board of County Commissioners (BCC) for approval, and reimbursements should be issued afterwards.

Responding to the Chair's question about the time between a reimbursement request at the Committee level and BCC approval, Ms. DeLozier stated there was a three-week lead time to submit to the Board, and anything that fails to meet that deadline is heard at the next meeting. Additionally, staff is not able to add items to certain meetings, which can also delay be a reason for delay. She assured the Committee that staff tries to prepare reports based on what is on Committee agendas, and she tries to move approvals through the process the day following Committee approval if possible. It can, however, take up to two or three months. Cadence Matijevich, Washoe County, added that the third January BCC meeting is a budget workshop, and other business is not accepted at those meetings. Ms. DeLozier remarked that the requisitions she creates for the Cities of Reno and Sparks after BCC approval can also take a little time.

***1:39 p.m. Eric Diamond, Washoe County School District, joined the meeting.**

7. Consent Items

a. REQUEST FOR REIMBURSEMENT TO NORTH LAKE TAHOE FIRE PROTECTION DISTRICT – FIRST DUE FIRE RESPONSE SOFTWARE

b. REQUEST FOR REIMBURSEMENT TO CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – LIVE911 SOFTWARE ANNUAL FEE

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- c. **REQUEST FOR REIMBURSEMENT TO CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – PRO-QA PRIORITY DISPATCH FIRE RESPONSE SOFTWARE**
- d. **REQUEST FOR REIMBURSEMENT TO CITY OF SPARKS DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – CERTIFICATIONS**
- e. **REQUEST FOR REIMBURSEMENT TO WASHOE COUNTY SHERIFF’S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – DELL LAPTOPS**
- f. **REQUEST FOR REIMBURSEMENT TO WASHOE COUNTY SHERIFF’S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – BLUETOOTH HEADSETS**
- g. **REQUEST FOR REIMBURSEMENT TO WASHOE COUNTY SHERIFF’S OFFICE DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – NENA & APCO MEMBERSHIPS**
- h. **REQUEST FOR REIMBURSEMENT TO CITY OF RENO PUBLIC SAFETY DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – DELL MONITORS**

There was no Committee discussion or response to the call for public comment.

Cody Shadle, City of Reno, moved to approve Consent Items 7a through 7h. Connie Shepperd, City of Sparks, seconded the motion, which carried on a 7-0 vote with Andy Ancho and Derek Keller absent.

End of Consent Items

8. FISCAL YEAR 2026/2027 BUDGET PROPOSAL

Quinn Korbolic, Washoe County Technology Services, conducted a PowerPoint presentation and reviewed slides with the following titles: 911 Fund Budget Overview (2 slides); 911 Fund Overview (3 slides); Actuals through FY25 (2 slides); and Discussion (2 slides).

Responding to Committee member questions, Mr. Korbolic stated the \$895,000 projected for CAD revenue for the Hexagon project included both software maintenance and hardware infrastructure costs.

Regarding how to appropriately plan for construction or remodeling costs without a completed strategic plan, Mr. Korbolic brought up the significant request made at the end of last year for upgrades at the dispatch center. Things like that are considered as rollovers in the new budget, but no other costs are being considered in the fiscal year 27 budget. He pointed out that there is a \$2.2 million buffer available to fund unplanned expenses. That amount is the difference between the budget and the \$7.5 million fund maximum. Cadence Matijevich, Washoe County, cautioned against putting the Committee in a position where it does not have sufficient budget authority. Mr. Korbolic agreed, noting that having extra budget authority would allow certain expenses to be covered if they were to come up earlier than expected.

Mr. Korbolic explained that the number of phone lines drives 911 surcharge revenues, and there are roughly 1.16 phones per resident. The high-spending scenario he presented would be one way of trying to keep the fund balance under the \$7.5 million threshold. However, he did not

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advocate for spending just to keep the fund balance down. He agreed with Cody Shadle, City of Reno, that this could be an opportunity for the agencies to identify projects or expenses that could make a meaningful impact on their businesses. Mr. Shadle thought one solution would be for the agencies to be more methodical in making projects happen in a timely manner.

Responding to additional queries, Mr. Korbolic recognized there had been challenges in getting the contract for a consultant to assist with a five-year plan, but he hoped to begin the process in March. Ideally, the plan will be completed by August and presented to the Board of County Commissioners to be adopted in the fall. Ms. Matijevich believed there would be an opportunity to make adjustments to the fiscal year 2027 budget to address any initiatives which come out of the new five-year plan.

There was no response to the call for public comment.

Cody Shadle, City of Reno, moved to approve the Regional 911 Fund budget as presented and recommend that the Washoe County Board of County Commissioners approve the Fiscal Year 2026-2027 911 Emergency Response Advisory Committee budget. Tara Edmonson, City of Sparks, seconded the motion, which carried on a 7-0 vote with Andy Ancho and Derek Keller absent.

9. REQUEST FOR REIMBURSEMENT TO CITY OF RENO PUBLIC SAFETY DISPATCH PUBLIC SAFETY ANSWERING POINT (PSAP) – TIBURON CAD SYSTEM SUPPORT FEES

Cody Shadle, City of Reno, stated this item was for maintenance and licensing support for the infrastructure which houses the CAD system that was approved by the Committee at a previous meeting.

There was no response to the call for public comment.

Cadence Matijevich, Washoe County, moved to approve the request to reimburse the costs associated with the purchase of extended server maintenance and VMWare licensing subscriptions required to host and support the Tiburon CAD system and database, in an amount not to exceed \$45,226.00. Cody Shadle seconded the motion, which carried on a 7-0 vote with Andy Ancho and Derek Keller absent.

10. REQUEST FOR REIMBURSEMENT TO WASHOE COUNTY SHERIFF'S OFFICE PUBLIC SAFETY ANSWERING POINT (PSAP) – L3 HARRIS COMPUTER EQUIPMENT

Cody Shadle, City of Reno, believed that these types of requests were commonly approved by the Committee, but the dollar amount made it ineligible to be included as a Consent item.

There was no response to the call for public comment.

Cody Shadle moved to approve reimbursing Washoe County for the costs associated with hard drives, headsets, footswitch, Jack Box, and speakers necessary to provide emergency services to the community, for a total amount not to exceed \$32,930.25. Connie Shepperd, City of Sparks, seconded the motion, which carried on a 7-0 vote with Andy Ancho and Derek Keller absent.

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11. 911 EMERGENCY RESPONSE ADVISORY COMMITTEE MEMBER AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION, AND SELECTION OF TOPICS FOR FUTURE AGENDAS

Cody Shadle, City of Reno, wanted an item placed on the March agenda for a discussion of the Committee's bylaws.

Cadence Matijevich, Washoe County, reminded Committee members to provide her with any proposed bill draft requests related to the statutes that govern these funds for Washoe County to consider as one of its bill draft requests. She said none are currently being considered, though initial discussions have taken place about the possibility of seeking legislative approval to be able to use the fund itself to pay the administrative costs associated with it. She needed any requests by the end of January.

Chris Ketring, Washoe County, requested that the minutes be reviewed to identify any requests made by Committee members that have not yet been placed on an agenda. Sara DeLozier, Washoe County Technology Services, said it is challenging to determine if a topic has been missed since some requests come directly to her while some go to the tech coordinator.

Mr. Shadle mentioned a previous request by Ms. Matijevich for an item to discuss a potential scale-down of bodycam funding. A legal opinion was also requested about the Federal Communications Commission's appeal process, though that did not need to be an agenda item.

The next regular meeting is scheduled for March 19, 2026, at 1:30 p.m.

12. PUBLIC COMMENT

There was no response to the call for public comment.

13. ADJOURNMENT

Cadence Matijevich, Washoe County, moved to adjourn the meeting. Cody Shadle, City of Reno, seconded the motion.

The meeting adjourned at 2:18 p.m.

Respectfully submitted by Derek Sonderfan, Independent Contractor