

**DATE:** January 30, 2026  
**TO:** 911 Emergency Response Advisory Committee  
**FROM:** Connie Shepperd, Sparks Police Department, Police Service Manager, 775-353-2241 ext. 5550, [cshepperd@cityofsparks.us](mailto:cshepperd@cityofsparks.us)  
**THROUGH:** Chris Crawforth, Chief of Police  
**SUBJECT: REQUEST FOR TRAINING REIMBURSEMENT FOR SPARKS POLICE DEPARTMENT PSAP** (Public Safety Answering Point) [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's AI SkillLab, in the amount of \$5,150.00.

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**SUMMARY**

**REQUEST FOR TRAINING REIMBURSEMENT FOR SPARKS POLICE DEPARTMENT PSAP** (Public Safety Answering Point) [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's AI SkillLab, in the amount of \$5,150.00.

**NRS APPLICABLE:**

NRS 244A.7645 provides approval of costs associated with maintenance, upgrade and replacement of equipment necessary for the operation of the enhanced telephone system.

**STAKEHOLDER REVIEW(s)**

Stakeholder is the primary Public Safety Answering Points (PSAPs) for Sparks Police Department.

**PREVIOUS ACTION & BACKGROUND**

On January 19, 2023, the 911 Emergency Response Advisory Committee approved the purchase of Priority Dispatch's AI SkillLab for the City of Reno Public Safety Dispatch PSAP.

The 911 Emergency Response Advisory Committee also approved the purchase of Priority Dispatch's AI SkillLab for Washoe County Sheriff's Office Communications PSAP on March 21, 2024, and again on April 6, 2025.

**FISCAL IMPACT**

The Enhanced 911 Fund is a special revenue fund which receives revenue pursuant to NRS 244A.7643 in the form of telephone surcharges collected to support the emergency reporting system.

**RECOMMENDATION**

It is recommended that the E911 Emergency Response Advisory Committee approve the request to reimburse Sparks Police Department PSAP for the costs associated with purchasing Priority Dispatch's SkillsLab, in the amount of \$5,150.00.

**POSSIBLE MOTION**

Move to approve the recommendation to reimburse Sparks Police Department PSAP in the amount of \$5,150.00 for the costs associated with purchasing Priority Dispatch's AI SkillLab.



Medical Priority Consultants, Inc.  
 dba Priority Dispatch Corp  
 110 S Regent St Ste 500, Salt Lake City, UT, 84111-1997, US  
 Phone: (801) 363-9127 Fax: (801) 746-5879  
 www.prioritydispatch.net  
 accounting@prioritydispatch.net

# INVOICE

<b>Invoice Number</b>	SIN428856
<b>Invoice Date</b>	01/30/2026
<b>Service Dates</b>	02/01/26 - 01/31/27
<b>Agency ID</b>	11989

### Billing Address

Sparks Police Department  
 1701 E. Prater Way  
 Sparks, NV 89434  
 United States

### Shipping Address

Sparks Police Department  
 1701 E. Prater Way  
 Sparks, NV 89434  
 United States

Customer Reference	Quote #	PO #	Invoice Currency	Invoice Series	Due Date
	Q-84483		USD	Invoice 1 of 1 (Yearly)	03/01/2026

Product Name	Discipline(s)	Quantity	Total
<b>Priority Dispatch AI SkillLab: Tier 2</b> <i>Priority Dispatch AI SkillLab: ProQA call taking training simulator powered by artificial intelligence (AI) Tier 2: 6-10 positions - renewed annually</i>	Fire	1	\$ 5,150.00
<b>Net Total</b>			\$ 5,150.00
<b>Tax Total</b>			\$ 0.00
<b>Invoice Total</b>			\$ 5,150.00

Payment Detail
<p><b>FEDERAL TAX ID# 87-0447422</b></p> <p><b>Check payments:</b>            Medical Priority Consultants, Inc. dba Priority Dispatch Corp.            P.O. Box 30847            Salt Lake City, UT, 84130-0847</p> <p><b>Wire/ACH payments:</b>            Medical Priority Consultants, Inc. dba Priority Dispatch Corp.            110 South Regent Street, Suite 500            Salt Lake City, Utah 84111</p> <p>Account Number: 002226546            Routing Number: 124000054            Swift Code: ZFNBUS55            Bank Name: Zions First National Bank</p> <p><b>Credit Card payments:</b> please visit <a href="https://payment.prioritydispatch.net">https://payment.prioritydispatch.net</a></p> <p>• (a 3% fee will be added for all credit card charges over \$5K)</p> <p><b>Remittance Email:</b> finance@prioritydispatch.net  <b>Questions or Corrections:</b> accounting@prioritydispatch.net</p>

Invoice Date	Invoice Total Before Tax	Outstanding Balance	Invoice Status	Paid Date
01/30/2026	\$5,150.00	\$5,150.00	Complete	

**CITY OF SPARKS**

**REQUEST FOR PURCHASE ORDER**

This Document has no legal force and effect and shall not bind the City of Sparks to make any purchases unless it has been properly executed by the City of Sparks Purchasing Manager.

<b>Date</b>	<b>F.O.B. Point</b>	<b>Tax Exemption</b>	<b>Mail Invoices To:</b>	<b>P.O. Number</b>
01/30/26	S.P.D.	Nevada NRS 372.325/Federal A-396200	Finance Department	
<u>Discount Terms</u>		<u>Delivery Time</u>	<u>Vendor Number</u>	This Number Must Appear On All Packages And Papers Relating To This Order.
			312818	↑
Medical Priority Consultants, INC P.O. Box 30847 Salt Lake City, Utah 84130-0847 Email: billing@prioritydispatch.net; finance@prioritydispatch.net			Special Shipping Instructions Sparks Police c/o Connie Shepperd 1701 E. Prater Way Sparks, NV 89434	
<b>ITEM #</b>	<b>QUANTITY/UNIT</b>	<b>DESCRIPTION/ADDITIONAL INFORMATION</b>	<b>UNIT \$ PRICE</b>	<b>TOTAL \$ PRICE</b>
1	1	Priority Dispatch AI SkillLab for ProQA - EFD Invoice #SIN428856  (SEE ATTACHED INVOICE)		\$5,150.00
<b>PROGRAM NUMBER</b>		<b>ACCOUNT NUMBER</b>	<b>ENCUMBRANCE AMOUNT</b>	
090219		603055	\$5,150.00	

*Shepperd* 1/30/26  
 \_\_\_\_\_  
 DEPT. APPROVAL/DATE

*Connie Shepperd*  
 \_\_\_\_\_  
 REQUESTED BY

**REMARKS:**  
 To be reimbursed by Washoe County E911 Funds.  
 Will be on the March Agenda  
 (Ok to pay.)