

## **AGENDA**

### **HxGN OnCall Suite Managers Board Meeting**

**Regional Public Safety Training Center**

**5190 Spectrum Blvd. Room 108**

**Reno, NV 89512**

**Thursday, March 13, 2025**

**11:00 a.m.**

#### **Members:**

Jackie Bryant, City of Reno  
Eric Brown, Washoe County  
Dion Louthan, City of Sparks

Barry Duplantis, REMSA  
Cody Shadle, City of Reno

**Staff Liaison:** Erick Willrich

**This meeting will be held at the physical location listed above and via teleconference, as provided below.**

**This is an in-person meeting; however, Committee members and members of the public may attend this meeting by teleconference via this [Teams Meeting link](#), Meeting ID: 298 554 404 766, Passcode: 2rF2Ha2q; or by telephone by dialing 775-325-0620 and entering Conference ID: 737 077 478#. Please note: The Teams Meeting link option will require a computer or phone with internet access or the Microsoft Office product “Teams” application and with audio capabilities.**

#### **A Introductory Items**

- A.1. **Call to Order/Roll Call**
- A.2. **Public Comment (Non-Action Item)**
- A.3. **Approval of the Agenda (For Possible Action) – March 13, 2025**
- A.4. **Approval of the March 1, 2024, Meeting Minutes**

#### **B Business Items**

- B.1. Discussion and potential appointment of one individual as the HxGN OnCall Suite Managers Board Chair and one individual as Vice Chair for a term not to extend beyond the first meeting of the next odd numbered fiscal year (July 1 – June 30). Voting Members from Washoe County, the City of Sparks, and the

City of Reno may be elected as Chair. Any member may be elected as Vice Chair. (For Possible Action)

- B.2. Review, discussion, and possible action to approve the annual operating budget in an amount not to exceed \$374,282.41 for Fiscal Year 2025-2026 for the HxGN OnCall Suite, as recommended by the Executive Board. This item includes a review and approval of the Funding Formula (Exhibit A of the Governance Agreement), which determines the percentage amount each Partner and User Agency contributes annually to the HxGN OnCall Suite based upon its proportionate use. (For Possible Action)
- B.3. Review, discussion, and possible action to approve a procedural change that would allow designated staff to accept and approve changes or additions to the HxGN OnCall project with costs up to \$25,000 per item without prior approval from the HxGN OnCall Suite Executive Board, if the changes or additions are for items that are already included in the annual budget and in amounts that fall within the approved contingency budget. This change was approved by the HxGN OnCall Suite Executive Board on 04/23/2024. (For Possible Action)
- B.4. Discussion and potential direction regarding the creation of a working group consisting of one appointee from each Partner Agency (to be named by each respective Partner Agency's representative on the Manager's Board) for the purpose of assessing best practices for emergency medical dispatch (EMD), including operational structures needed within the HxGN OnCall Suite, and clear protocols for partner agencies. (For Possible Action)

## C Announcements/Reports

- C.1. Update on the general HxGN OnCall Suite implementation project, including, but not limited to, facility accommodations and technological accommodations, project adjustments (current/future), and the timeline. (Non-Action Item)

## D Public Comment (Non-Action Item)

## E Adjournment (For Possible Action)

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**Posting of Agenda.** Pursuant to NRS 241.020, the agenda for the HxGN OnCall Suite Managers Board has been posted at the Washoe County Administration Building, 1001 E. 9th Street, Reno, Nevada; and has been electronically posted at the Washoe County website:

[https://www.washoecounty.gov/technology/board\\_committees/HxGN%20OnCall%20Suite%20Governance%20Boards/index.php](https://www.washoecounty.gov/technology/board_committees/HxGN%20OnCall%20Suite%20Governance%20Boards/index.php) and the Nevada Public Notice website: <https://notice.nv.gov>.

**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 HxGN OnCall Suite Managers Board are available to members of the public by contacting Washoe County's Technology Services office 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. 9<sup>th</sup> Street, Building C, Reno, Nevada, 89512); and are also posted on the County's website: [https://www.washoecounty.gov/technology/board\\_committees/HxGN%20OnCall%20Suite%20Governance%20Boards/index.php](https://www.washoecounty.gov/technology/board_committees/HxGN%20OnCall%20Suite%20Governance%20Boards/index.php)

**Possible Changes to the Agenda and Timing.** The HxGN OnCall Suite Managers Board 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. Items scheduled to be heard at a specific time will be heard no earlier than the stated time but may be heard later.

**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 being considered 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. Please note that USB drives or any other digital media will not be accepted from members of the public due to the risk of introducing viruses or malicious code, which could potentially compromise the County's systems.

Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference, or attending by telephone. To provide public comment via Teams, log into the Teams Meeting at the above link and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only dial 775-325-0620, enter conference ID 737 077 478# and press \*5. Press \*6 to mute/unmute.

Additionally, persons are invited to submit public comments in writing by emailing Sharon Neville at [sneville@washoecounty.gov](mailto:sneville@washoecounty.gov). The County will make reasonable efforts to send all email comments received by 4:00 p.m. on March 12, 2025, to the Committee members prior to the meeting.

**Forum Restrictions and Orderly Conduct of Business.** The HxGN OnCall Suite Managers Board 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. Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, threatening use of physical force, or any other acts intended to impede the meeting or infringe on the rights of the HxGN OnCall Suite Managers Board, staff, or meeting participants. 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 HxGN OnCall Suite Managers Board 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 HxGN OnCall Suite Managers Board. However, responses from HxGN OnCall Suite Managers Board 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 HxGN OnCall Suite Managers Board will consider, the HxGN OnCall Suite Managers Board may choose not to respond to public comments, except to correct factual inaccuracies, ask for Washoe County staff to provide information, or to ask that a matter be listed on a future HxGN OnCall Suite Managers Board meeting agenda.

**Special Accommodations.** Persons with disabilities who require special accommodations or assistance (e.g., sign language, interpreters or assisted listening devices, etc.) at the meeting should notify Washoe County Technology Services, Sara DeLozier, by emailing [sdelozier@washoecounty.gov](mailto:sdelozier@washoecounty.gov) or by leaving a message at 775-328-2350 at least 48 hours before the meeting so that arrangements/accommodations can be made.