

WASHOE COUNTY REGIONAL 800 MHZ COMMUNICATION SYSTEM

Joint Operating Committee

Tracy Moore, Chair
Charles Moore, Vice-chair
Robert Chisel, Secretary

DRAFT of Minutes

Friday ~ April 28, 2017 ~ 10:00 a.m.
Washoe County Administration Complex
Building A – Second Floor Caucus Room
1001 East Ninth Street, Reno, Nevada

1. CALL TO ORDER/ROLL CALL [Non-action item]

Chair Moore called the meeting to order at 10:00 a.m. A quorum was established.

PRESENT: Ed Atwell – University of Nevada, Reno; Brian Allen – City of Sparks; Craig Betts – Washoe County; David Curtis – Nevada Air National Guard; Jamie Edrosa – Reno Tahoe Airport Authority; Dave Hunkup – Reno Sparks Indian Colony; Charles Moore – Truckee Meadows Fire Protection District; Tracy Moore – Washoe County School District; Pat Nielson – Truckee Meadows Water Authority; Ryan Sommers – North Lake Tahoe Fire Protection District; and Christine Vuletich – Washoe County. Adam Garcia – University of Nevada, Reno, joined the meeting at 10:05 a.m.

ABSENT: Charles Atkinson – Truckee Meadows Water Authority; Lance Avansino – Reno Sparks Indian Colony; Valerie Barr – Reno Sparks Indian Colony; Bryan Boren – Veterans Administration; Robert Chisel – City of Reno; Sam Hicks – Truckee Meadows Fire Protection District; Denis Inda – Nevada Department of Transportation; Reid Kaiser – Nevada Department of Transportation; Jon Kelley – Washoe County School District; Chris Ketring – Truckee Meadows Fire Protection District; Allen Melendez – Reno Sparks Indian Colony; David Paulon – Pyramid Lake Paiute Tribe; Don Pelt – Pyramid Lake Paiute Tribe; Chris Maples – City of Sparks; Mark Regan – North Lake Tahoe Fire Protection District; Jason Reynolds – University of Nevada, Reno; and Bill Thomas – City of Reno.

VACANT: Drug Enforcement Administration.

Mike Large – Deputy District Attorney, was also present.

2. PUBLIC COMMENTS [Non-action item]

There were no public comments.

3. APPROVAL OF THE January 27, 2017, MINUTES [For possible action]

It was moved by Member Hunkup, seconded by Member Curtis, to approve the January 27, 2017, minutes, as submitted.

There were no public comments.

The motion carried unanimously.

Chair Moore noted that the agenda did not include an item 4.

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5. **NEVADA PUBLIC SAFETY COMMUNICATIONS COMMITTEE (NPSCC)** [For possible action] – *An informational update and possible direction to staff on recent activities of the NPSCC.*

Ryan Sommers outlined the February 27, 2017, NPSCC meeting which was mostly focused on taking new members through the Homeland Security Grant Process and SWIC.

Adam Garcia – UNR, joined the meeting at 10:05 a.m.

6. **UPDATE ON THE FISCAL YEAR 2015-2016 800 MHz COMMUNICATIONS SYSTEM END YEAR BUDGET** [For possible action] – *A review, discussion and possible action approve, deny or otherwise modify the 800 MHz Users Committee recommendation to transfer all of the 2015-2016 fiscal year remaining balance of \$86,934.49 in the Operations account to the infrastructure and/or expansion accounts.*

Chair Moore opened the agenda item.

Quinn Korbolic – Washoe County Technology Services, outlined the 800 MHz Users Committee recommendation to transfer the unspent \$86,934.49 from the Operations account to the Infrastructure account. Mr. Korbolic explained that the funds could not be rolled over in the Operations fund but were allowed to roll over at the end of each fiscal year in the Infrastructure and Expansion accounts. Mr. Korbolic noted that the Expansion fund has a balance of approximately \$76,874.00 with about \$568,000.00 in the infrastructure fund.

Member Garcia recommended that the JOC consider a refund of the excess funds to member agencies to cover other purposes that each agency might need to fund, with a determination made later should additional funds be needed.

It was moved by Member Garcia to refund the \$86,934.49 to member agencies. The motion died due to lack of a second.

Mr. Korbolic explained that the infrastructure fund is used to replace worn out and/or damaged equipment and may, with JOC approval, be used to offset a portion of the cost for the incoming P25 system.

Chair Moore pointed out that the existing EDACS system had reached its end of life and would no longer be support by the vendor in the near future. Additionally, the aging system can no longer be expanded to accommodate additional users.

Mr. Korbolic explained that the planning is underway to upgrade the aging EDACS system to P-25. Mr. Korbolic noted that Harris Corporation will no longer support the current system beyond May 2017 and that parts are increasing difficult to find. It is unclear exactly what the cost of the new system will be but it is thought to be rather significant. Therefore, the transfer of unexpended operations fund to the infrastructure account may be useful in buffering the future replacement costs.

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Responding to Member Garcia's inquiry about whether the refund of unexpended costs could be made in the event UNR or others decided to leave the WCRCS system, Mr. Korbolic noted that it is possible that UNR could expect to receive the \$1,200.00 refund should they decide to withdraw from the partnership once the new system is brought online.

It was moved by Chair Moore, seconded by Member Neilson, to table further discussion until after agenda item 11. The motion carried unanimously.

7. **NEVADA DEPARTMENT OF TRANSPORTATION CORRESPONDENCE** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a request to waive Section 19.3 of the WCRCS (Washoe County Regional Communications System) Interlocal Agreement. Alternatively the 800 MHz JOC may remand the matter to the 800 MHz users Committee for review and comment.*

Chair Moore opened the agenda item.

Quinn Korbolic – Washoe County Technology Services, drew attention to the correspondence previously distributed noting that NDOT has indicated their intent of continuing their participation in WCRCS until such time as the EDACS system is replaced. It is anticipated that this transition might not take place until 2026. Mr. Korbolic pointed out that there was no need to take any action on the request to waive Section 19.3 at this time as only a "high level" legal framework has been set for the incoming shared system. Mr. Korbolic further explained that while the 800 MHz JOC can make a recommendation on the waived, the final decision rests with the BCC. Additionally, such a change to the Interlocal Agreement may also need to be approved by the Cities of Reno, Sparks, NDOT, TMFPD and others that signed the original Interlocal agreement. Mr. Korbolic noted that the legal opinion received from the Washoe County District Attorney's Office is that the Interlocal agreement would need to be amended in order to waive the requirement, which is something that the 8000 MHz JOC cannot approve.

Michael Large – Deputy District Attorney, drew attention to Section 18.1 which indicates that the Interlocal Agreement would need to be amended in order to approve a waiver to Section 19.3. It is the recommendation of the Washoe County District Attorney's Office that a recommendation be made to the BCC to implement the amendment process to allow the waiver of Section 19.3.

Mr. Korbolic stated that NDOT has indicated their intent to continue to pay their fees for continued use of the EDACS system, until such time as the system is replaced. Therefore, it may be some time before the actual waiver is needed.

Craig Betts – Washoe County Technology services, explained that NDOT allows WCRCS users access to their current system without charge and will continue to maintain those 67 sites.

Chair Moore noted that there is some concern about the future of the systems as the process moves forward given the uncertainties of the actual costs. Chair Moore pointed out the need to continue the cooperative stance that has and continues to serve the residents of Washoe County by sharing resources that facilitates communications among and between the region's first

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responders. Chair Moore emphasized the need to continue to work as a team for the benefit of all users.

Member Atwell noted concern about potential disparities in system usage and benefits gained by WCRCS compared to NDOT.

Shawn Tayler – Regional Communications Coordinator, drew attention to a recent report that compares system usage pointing out that WCRCS uses the NDOT system more than twice as often as NDOT users access the WCRCS system. Mr. Tayler explained that some years ago the 800 MHz JOC determined the billing criteria that would be used for the WCRCS. Mr. Tayler noted that for example Washoe County has approximately 871 users on the 50 NSRS sites and that Washoe County users tend to use those sites as they travel throughout the state.

Responding to an inquiry from Charles Moore about WCRCS keeping NDOT funds that may be used for the P-25 system, Jim Whalen – NDOT, commented that he believes that the agreement would carry forward through 2022 with the funds being allocated as directed by WCRCS.

Mr. Korbolic responded to Mr. Atwell's inquiry about whether the intent to continue to pay until the EDACS system is replaced, in the affirmative. Mr. Korbolic noted that the 800 MHz JOC would make the recommendation to the BCC to change the Interlocal Agreement to allow NDOT to withdraw and stop paying into the system at a future date.

Member Edrosa questioned the use of NDOT site at no charge by WCRCS users and the concern associated with NDOT moving away from WCRCS at some point in the future. Based on the information provide it appears that NDOT will remain on the WCRCS for the foreseeable future and that NDOT will continue to pay for radios until such time as the EDACS system is decommissioned. Mr. Edrosa asked whether there would be a fee to use NSRS once their system is completed.

Mr. Korbolic noted that there will be no direct charge to WCRCS users for the NSRS system that Washoe County is partnering with NDOT and NV Energy. Additionally the P25 system will increase capacity for additional radios.

Member Garcia noted that this had not yet been vetted through the 800 MHz Users Committee.

Mr. Korbolic commented that the recommendations is to take no specific action at today's meeting pending a more structured legal opinion on how the request for a waiver should be addressed. Mr. Korbolic noted that staff would continue to bring update to future meetings.

Member Garcia suggested a small committee to review, discuss and make a recommendation to the 800 MHz JOC.

Deputy District Attorney Large recommended that there be additional discussion under agenda item 13 to add a future agenda item to form a Subcommittee.

Chair Moore suggested that this item be tabled pending additional clarification.

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Mr. Korbolic noted that the NDOT correspondence indicates that they will continue and comply with requirements as a participating member in WCRCS.

During the discussion it was noted that under Section 19 member agencies can terminate their membership as long as the guidelines are followed. As the discussion continued, it was pointed out that NDOT and NV Energy do not charge WCRCS users for use of their system. Other discussion suggested that there had been discussion about the incoming NSRS and a suggestion that Washoe County be charged for use given the limited ownership of the system. It was emphasized that the suggestion to charge WCRCS users had been denied and that there would be no additional charges to WCRCS users. Other discussion emphasized the need for additional information before taking action.

It was moved by Member Allen, seconded by Member Moore, to continue this agenda item to the July 28, 2017, meeting.

Shawn Tayler – Regional Communications Coordinator, drew attention to the LID update report provided that includes an update on the number of LID's available as well as a synopsis of future billing if NDOT withdraws from the WCRCS.

Member Edrosa suggested that options be provided in a future report that shows the outcome/consequences of actions under Option A or B so that the JOC may make a more informed decision.

Mr. Tayler noted that a structured legal opinion is needed.

The motion carried unanimously.

8. **LID (Logical Identification Number) STATUS UPDATE** [For possible action] – *An ongoing review, discussion and possible recommendation to recommend that the 800 MHz Joint Operation Committee (JOC) approve, deny or otherwise modify recommendations to resolve LID issues with WCRCS (Washoe County Regional Communications System) Users.*

Shawn Tayler – Regional Communications Coordinator, commented that there were only 10 LIDs available and that some users had been transferred to the existing P25 system. Mr. Tayler encouraged member agencies to identify and relinquish any unused LIDs they might have.

No specific action was taken.

9. **800-MHz REGIONAL COMMUNICATIONS SYSTEM PROJECTS UPDATE** [Non-action item] – *An informational update on the status of the DC Conversion project for the communications system.*

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Shawn Tayler – Regional Communications Coordinator, noted that mountain top site maintenance was dependent on site access, which is currently hampered by the remaining snow levels. It is anticipated that Diamond Peak may remain open longer this ski season due to the existing snow levels.

- 10. NEVADA SHARED RADIO SYSTEM PROJECT UPDATE** [For possible action] – *A review, discussion and possible direction to staff on the status of the project that Washoe County is working in partnership with NDOT (Nevada Department of Transportation) and NV Energy to evaluate technology and vendor options to meet the P25 communications standard.*

Quinn Korbolic – Washoe County Technology Services, commented that a review of the NSRS agreement will be scheduled with additional details. It is anticipated that the NDOT Board as well as the Washoe County BCC will take action to approve the agreement in early May, which will release the RFP for review of potential vendors over the next few months.

Shawn Tayler – Regional Communications Coordinator, commented that believes all vendors will provide information on the IP Based system that will provide more bandwidth that is currently available thus allowing the integration of FirstNet should it become available in the State of Nevada.

Jim Whalen – NDOT, responded to Member Atwell's inquiry about the allocation of mountain top sites, noting that the NDOT Board had reviewed the RFP and rectified the issue.

Craig Betts – Technology Services, noted that the NDOT board had taken no action on a public comment suggestion that NDOT assume 60-percent stake in the NSRS with Washoe County having only a 10-percent stake.

- 11. ANTENNA SYSTEM REPLACEMENTS UPDATE** [For Possible Action] – *An informational update on the status of the WCRCS Site Antenna Infrastructure and a review, discussion and possible action on a plan to replace damaged and aging units.*

Shawn Tayler – Regional Communications Coordinator, noted that Slide Mountain would be one of the next sites for replacement of damaged equipment noting that some 50-feet of snow remain on the site. Other damage includes 700 MHz antennas that will be replaced with dual mode antennas. It is anticipated that the replacements will be delivered in the next 3-weeks.

- 6. UPDATE ON THE FISCAL YEAR 2015-2016 800 MHz COMMUNICATIONS SYSTEM END YEAR BUDGET** [For possible action] – *A review, discussion and possible action approve, deny or otherwise modify the 800 MHz Users Committee recommendation to transfer all of the 2015-2016 fiscal year remaining balance of \$86,934.49 in the Operations account to the infrastructure and/or expansion accounts.*

Chair Moore reopened agenda item 6.

Quinn Korbolic – Technology Services reiterated that the decision before the JOC is whether to refund member agencies their portion of the \$86,934.49 or to transfer the unexpended Operations

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budget to the infrastructure and/or expansion accounts. Mr. Korbolic noted that the decision needed to be made before the beginning of FY 2017/2018.

Member Allen expressed his support for the transfer of the excess to the Infrastructure fund as it provided “a better bang for the buck” in his opinion.

Ed Atwell – UNR, noted that the City of Reno was not present and that there had been some discussion by their representative that the City of Reno may look at development of their own communications system.

Member Garcia recalled an earlier comment that in the event a member agency withdraws from the system that any monies available as a refund would then be made to the agency upon withdrawal.

Mr. Korbolic pointed out that only the 800 MHz JOC could make the decision on whether to authorize a refund any unexpended funds that had been transferred to the Expansion or Infrastructure fund.

Chair Moore noted that he does not believe there is any language that requires the refund for return of equipment or LID upon leaving WCRCS.

Member Moore concurred that the money should be transferred to the infrastructure fund.

Chair Moore concurred.

Responding to Member Hunkup's question about annual roll over of budget funding, Mr. Korbolic explained that only the Expansion and Infrastructure Fund rolled over at the end of each fiscal year. Thus far with only 2-months left in the current fiscal year there is about \$60,000 left in the Operations budget.

It was moved by Member Moore, seconded by Member Edrosa, to transfer the excess \$86,934.49 to the infrastructure Fund.

There were no public comments.

The motion carried with Member Garcia dissenting.

12. SYSTEM STATUS UPDATE (Non-action item) – *An informational update on the operational status of the 800 MHz Communication System.*

Shawn Tayler – Regional Communications Coordinator, noted that there was a slight increase in the number of push to talk from previous years and that it is hoped that antenna issues will be resolved and work completed in the next few weeks as access to mountain top site becomes available.

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- 13. 800 MHz JOINT OPERATING COMMITTEE MEMBERS AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – *The next meeting of the 800 MHz JOC (Joint Operating Committee) is scheduled for Friday, July 28, 2017. No discussion among Committee Members will take place on this agenda item.*

The July 28, 2017, meeting agenda may include, but is not limited to: 1) Presentation from a Study Group on the NDOT Correspondence. The Study Group is to consist of staff representative of the City of Reno, NDOT, UNR as well as Washoe County Technology Services staff; and 2) Update on the RFP.

- 14. PUBLIC COMMENTS** [Non-action item]

There were no public comments.

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

Chair Moore adjourned the meeting at 11:21 a.m.