

WASHOE COUNTY REGIONAL 800 MHz COMMUNICATION SYSTEM

Joint Operating Committee

DRAFT of Minutes

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

Friday ~ January 27, 2017 ~ 10:00 a.m.
Washoe County Administration Complex
Building A – Slide Mountain Conference 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: Robert Chisel – City of Reno; David Curtis – Nevada Air National Guard; Dave Hunkup – Reno Sparks Indian Colony; Denise Inda – Nevada Department of Transportation; Reid Kaiser – Nevada Department of Transportation; Chris Ketrin – Truckee Meadows Fire Protection District; Chris Maples – City of Sparks; Charles Moore – Truckee Meadows Fire Protection District; Tracy Moore – Washoe County School District; Pat Nielson – Truckee meadows Water Authority; Jason Reynolds – University of Nevada, Reno; Ryan Sommers – North Lake Tahoe Fire Protection District; Christine Vuletich – Washoe County Managers Office. Jamie Edrosa – Reno Tahoe Airport Authority, joined the meeting at 10:05 a.m.

ABSENT: Brian Allen – City of Sparks; Charles Atkinson – Truckee Meadows Water Authority; Ed Atwell – University of Nevada, Reno; Lance Avansino – Reno Sparks Indian Colony; Bryan Boren – Veterans Affairs; Sam Hicks – Truckee Meadows Fire protection District; Jon Kelley – Washoe County School District; Arlen Melendez – Reno Sparks Indian Colony; David Paulon – Pyramid Lake Paiute Tribe; Don Pelt – Pyramid Lake Paiute Tribe; Mark Regan – North Lake Tahoe Fire Protection District; Michael Scott – Reno Tahoe Airport Authority; and Bill Thomas – City of Reno.

VACANT: Drug Enforcement Administration.

David Watts-Vial – Deputy District Attorney, was also present.

2. PUBLIC COMMENTS [Non-action item]

There were no public comments.

3. ELECTION OF OFFICERS [For possible action] – 1) Chair; 2) Vice-chair; and 3) Secretary

Chair Moore opened the nominations for Chair.

Chris Maples nominated Tracy Moore to serve as Chair. Dave Hunkup seconded the nomination.

Tracy Moore accepted the nomination.

Jamie Edrosa and Christine Vuletich joined the meeting at 10:05 a.m.

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There was no public comment.

The nomination to elect Tracy Moore as Chair of the 800 MHz Joint Operating Committee (JOC) carried.

Chair Moore opened nominations for Vice-chair.

Pat Nielson nominated Charles Moore as Vice-chair, seconded by Jamie Edrosa.

Charles Moore accepted the nomination.

There was no public comment.

The motion to elect Charles Moore as Vice Chair of the 800 MHz Joint Operating Committee carried.

Chair Moore opened nominations for Secretary.

Chair Moore nominated Robert Chisel as Secretary of the 800 MHz JOC, seconded by Vice-chair Charles Moore.

Robert Chisel accepted the nomination.

There were no public comments.

The nomination to elect Robert Chisel as Secretary of the 800 MHz Joint Operating Committee carried.

4. APPROVAL OF THE OCTOBER 21, 2016, MINUTES [For possible action]

It was moved by Member Chisel, seconded by Member Curtis, to approve the October 21, 2016, minutes, as submitted.

There were no public comments.

MOTION CARRIED.

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 commented that NPSCC (Nevada Public Safety Communications Committee) had not met recently and that his application was still pending with the State of Nevada. Mr. Sommers expressed his appreciation to County Manager John Slaughter and CIMO Craig Betts for their assistance.

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6. FISCAL YEAR 2017-2018 WCRCS (Washoe County Regional Communications System) BUDGET [For possible action] – A review, discussion and possible action to approve, deny or otherwise modify the 2017-2018 WCRCS Budget proposal as recommended for approval on December 12, 2016 by the 800 MHz Users Committee.

Quinn Korbulic – Washoe County Technology Services, drew attention to the 2017/2018 budget proposal and the budget comparison documents provided. Mr. Korbulic explained that the 800 MHz Users Committee had recommended approval of the 2017-2018 800 MHz budget with a 5-percent contribution to the Infrastructure Fund. Mr. Korbulic noted that the budget increase included a Washoe County COLA (Cost of Living Adjustment) and OPEB (Other Post Employment Benefits) contributions resulting in a \$52,000.00 budget increase.

Responding to Robert Chisel's inquiry about the magnitude of the OPEB contribution given the limited number of individuals, Mr. Korbulic explained that while he could not provide an answer he research the inquiry and provide an answer at the next JOC (Joint Operating Committee) meeting. Mr. Korbulic noted that the WCRCS (Washoe County Regional Communications System) funds 4.25 FTE (Full Time Equivalent)

Annette Van Der Wall noted that WCRCS contributes 26-percent of her salary.

Mr. Korbulic commented that this would be a separate line item on future WCRCS budgets. Drawing attention to the 5-percent and 10-percent contributions to the infrastructure funds, Mr. Korbulic noted that staff is recommending that the JOC approve the higher 10-percent contribution as the region moves forward with the communications replacement. The additional 5-percent would augment the funds available for the NSRS (Nevada Shared Radio System) as well as DC power conversions and other equipment replacements that may be needed.

Shawn Tayler – Regional Communications Coordinator, noted that the DC power conversion is an ongoing project and that systems will have to be upgraded to 48 volt as the new system is brought on line. Drawing attention to the aging antenna and other system components the proposed increase will mitigate some of those costs.

During the discussion it was noted that there had been previous discussion about the EDACS (Enhanced Digital Access Communications System) end of life and inability to secure additional replacement parts. Other discussion noted that the 800 MHz Users Committee had fully discussed and opposed a 10-percent contribution and had recommended that the JOC approve the 5-percent contribution. As the discussion continued, it was noted that unexpended funds in the Operations Budget at the end of each fiscal year is brought back to the JOC to determine how the funds should be distributed; 1) refund per radio costs to member agencies; or 2) placed in the Infrastructure fund. It was explained that the Infrastructure fund is used to fund replacement components and develop a reserve for system replacement. As the discussion continued it was noted that the system upgrade would be discussed under a separate agenda item.

Chair Moore noted that the JOC had the responsibility of setting the annual budget and noted that the 800 MHz Users Committee had opposed the 10-percent contribution recommended by staff.

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Chair Moore questioned what budget impacts would occur if the 10-percent contribution is approved.

Additional discussion pointed out that there was not a separate line item in the budget of what savings might be achieved with the system upgrade. As the discussion continued, it was pointed out that replacement parts for the current EDACS system are increasingly difficult to find.

Chair Moore commented that while Washoe County School District had been able to identify a grant for replacement of the BDA (Bi-Directional Amplifier) system, a similar grant had not been identified to help with the cost of the replacement system.

Robert Chisel noted that a major investment in infrastructure is need and that like other agencies the City is not well positioned for the additional costs. However, Mr. Chisel believes that a contribution of 10-percent now makes more sense.

Responding to Jamie Edrosa's inquiry about DC power conversions, Shawn Tayler explained that the power conversations are being done on a site by site basis and that the Lake Tahoe, Chimney Peak and Peavine will need to be addressed in the near term. Mr. Tayler explained that funds in the infrastructure account roll over to the next fiscal year and will eventually be used.

In response to an inquiry from Charles Moore about seeking additional funding could be requested at a future meeting, Craig Betts explained that once the budgets are set and submitted to the State of Nevada, no changes or additional funding is permissible.

Discussion then turned to establishing a reserve fund that could be accessed for equipment replacements that may arise. As the discussion continued, it was pointed out that the Infrastructure fund is intended for that purpose as well as the system upgrade. Other discussion noted that the replacement costs exceeding \$5,000 are brought to the JOC for approval.

It was moved by Robert Chisel, seconded by Charles Moore, to approve and adopt the 2017-2018 800 WCRCS (Washoe County Regional Communications System) budget in the amount of \$1,533.768.00 with a 10-percent contribution for infrastructure contribution.

There were no public comments.

MOTION CARRIED with Tracy Moore dissenting.

7. EMERGENCY VIRGINIA PEAK SITE GENERATOR REPLACEMENT [For Possible Action] – *An emergency request to replace the failing backup generator at the Virginia Peak Communications Site.*

Shawn Tayler – Regional Communications Coordinator, drew attention to the recent winter weather conditions and the issues associated with the icing, especially at the Virginia Peak location. The existing generator is no longer capable to handing a full load and required the use of a backup generator brought in on a Sno-Cat. The cost of replacement is not to exceed \$24,670.00. The request is for the JOC (Joint Operating Committee) to approve the expenditure.

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Mr. Tayler concurred with Suzy Rogers comment that it would be 12-weeks before the new equipment could be installed, as it is not available locally.

It was moved by Chris Maples, seconded by Jamie Edrosa, to approve the purchase of a backup generator for the Virginia Peak location at a cost not to exceed \$24,670.00.

There were no public comments.

MOTION CARRIED.

- 8. LID (Logical Identification Number) STATUS UPDATE** [For possible action] – **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

Shawn Tayler – Regional Communications Coordinator, noted that only ten LID's (Logical Identification Number) are available with ten of those dedicated to Washoe County School District, four to Washoe County and one for Nevada Air National Guard. Mr. Taylor commented that there is a request for three additional LIDs that were obtained by placing Juvenile Services radios on the P25 system.

Chair Moore commented that the 800 MHz Users Committee had asked that member agencies inventory current radio inventories and provide an update on their findings at the January 31, 2017, meeting.

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- 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.*

Shawn Tayler – Regional Communications Coordinator, commented that the equipment needed for the upgrades at the two Lake Tahoe locations had been received and would be changed out summer of 2017.

- 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 Korbulic – Washoe County Technology Services, provided a handout (copy on file) noting that the RFP (Request for Proposal) has been pushed back somewhat until each party to the contract has signed the contract. Mr. Korbulic presented a broad overview of the governance,

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service level agreement, contract and system financing. The governance documents include operations and maintenance agreements as well as a review of what, if any issues, may arise if one of the partner agencies upgrades their portion of the overall system. Once the agreements are signed by the partner agencies NDOT (Nevada Department of Transportation), NV Energy and Washoe County, the RFP can move forward thus proving an opportunity to fully assess and determine system equipment need, features and costs. Mr. Korbilic noted that the final agreement will be held by Washoe County as the partner agency for the 800 MHz system locally. Local governance is expected to continue in much the same fashion as is currently in place. The current system has reached its end of life and has developed capacity issue given the limited number of LIDs (Logical Identification Number) currently available (ten as noted in a previous agenda item). The incoming P25 system is designed in a manner that allows a variety of radios. However, any significant changes to the core system may detrimentally affect other partner agencies.

It is expected that under a best case scenario it will take until 2021 to complete buildout of the replacement system. Once the agreements are signed and final costs are determined the region will be able to assess the necessary funding and financing option that may include the issue of public debt.

Dave Hunkup left the meeting at 11:06 a.m.

Tom Moore outlined the RFP technical provisions and service levels that legal counsels for the member agencies are reviewing. It is expected that once the partner agencies sign the agreement the RFP will be out on the street in 30-days.

Mr. Hunkup rejoined the meeting at 11:10 a.m.

During the discussion it was explained that the current EDACS system will be kept operational as it may take some time to transition fully to the incoming P-25 system. The intent is to meet the scheduling needs of all system users and avoid as much as possible, potential gaps in coverage system-wide. Other discussion noted that member agencies could begin the process of securing replacement equipment with P-25 compatible terminal equipment. As the process continues to move forward, a variety of financing plans will be brought forward for consideration. The primary concern is making sure that all member agencies are capable of operating on both communications systems.

Discussion then turned to the governance board. During the discussion it was noted that while the agreement defines the individuals, NDOT may ask the County Manager to also provide certain authority for appointment of designees. Other discussion focused on the other equipment that will need replacement such as consoles. It was emphasized that the final costs will need approval from local governing bodies to issue debt and/or levy additional fees to cover the costs of the system as future operational costs. It was explained that the State of Nevada and NV Energy had already identified their funding sources. Discussion then emphasized the intent to pool purchasing options to obtain the best pricing for the region's portion of the statewide system. It is anticipated the funding will be part of the next fiscal year's budget process (2018/2019). Discussion also noted that development of a bond issue would require a minimum of three months preparation. It

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is anticipated that RFP process will take about 6-months from the date of issuance to identify a vendor. While the fiscal issues are understood, a final answer will not be available on financial obligations until a vendor selection has been made. However, member agencies can move forward with local hardware purchases that are P25 compatible. It was noted that no special direction or action was needed for this item

- 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

Shawn Tayler – Regional Communications Coordinator, noted that a replacement on Peavine Peak had been completed and that Slide Mountain site is up for replacement next with Virginia Peak to follow.

- 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, commented that there is still a slight uptick in activity and that the system is performing well other than the generator issue and loss of a VHF transmitter antenna. The intent is to replace the high gain antenna with a lower gain and more rugged antenna that may have some effect on Washoe County Search and Rescue and Truckee Meadows Fire Protection District coverage in some areas.

- 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, April 28, 2017. No discussion among Committee Members will take place on this agenda item.*

No new agenda items were identified.

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

Tina Wu – RTC (Regional Transportation Commission), seeking participation in the 800 MHz System and hoped to have that approval before the end of the fiscal year.

Responding to an inquiry about being a sponsored member, Shawn Taylor – Regional Communications Coordinator, explained that only private entities needed to be sponsored whereas government and other agencies that can sign an inter-Local Agreement do not need a sponsor.

Chair Moore commented that he believes the addition of the RTC to the system will be a useful asset for public safety and the RTC fleet.

Craig Harrison - Dailey Wells, noted that the newer Harris Communications equipment will work on the P25 system regardless of vendor.

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15. ADJOURNMENT [Non-action item]

Chair Moore adjourned the meeting at 11:47 a.m.