

# WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

## *800 MHz Joint Operating Committee*

Tracy Moore, Chair  
Charles Moore, Vice-chair  
Christine Vuletich, Secretary

### **Meeting Minutes**

**Friday, October 16, 2020**

**10:00 a.m.**

**Meeting held via teleconference.**

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

##### **Present:**

- |  |                    |
|--|--------------------|
| • City of Reno   | Rishma Khimji      |
| • City of Sparks   | Chris Crawforth    |
| • Nevada Air National Guard  | Todd Curtis        |
| • Nevada Dept. of Transportation   | Denise Inda        |
| • North Lake Tahoe Fire Protection District                              | Ryan Sommers       |
| • Reno Sparks Indian Colony  | Dave Hunkup        |
| • Reno-Tahoe Airport Authority   | Brent Finster      |
| • Truckee Meadows Fire Protection District/Truckee Meadows Fire & Rescue | Chris Ketrang      |
| • Truckee Meadows Water Authority  | Pat Neilson        |
| • UNR  | Ed Atwell          |
| • US Department of Veterans Affairs                                      | Bryan Boren        |
| • Washoe County  | Christine Vuletich |
| • Washoe County School District  | Tracy Moore        |

##### **Absent:**

- Pyramid Lake Paiute Tribe
- US FBI
- US DEA

Washoe County Assistant District Attorney David Watts-Vial was also present.

#### **2. PUBLIC COMMENTS [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 800 MHz Joint Operating Committee agenda. The 800 MHz Joint Operating Committee will also hear public comment during individual action items, with comment limited to three (3) minutes per person. Comments are to be made to the 800 MHz Joint Operating Committee as a whole.**

There was no response to the call for public comment; no emails had been submitted prior to the meeting.

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3. **APPROVAL OF THE JULY 17, 2020, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Christine Vuleich, Washoe County, moved to approve the July 17, 2020, draft minutes as written; Ryan Sommers, North Lake Tahoe Fire Protection District, provided the second. There was no response to the call for Committee or public comment. Upon a call for a vote, the motion carried unanimously.

4. **RESILIENCE COMMISSION** [For Possible Action] - An informational update and possible direction to staff on recent activities of the Nevada Resilience Commission.

Dave Hunkup, Reno-Sparks Indian Colony, shared the most recent agenda included discussion of Emergency Operations Performance Grants and the formula to distribute those grant funds.

5. **SYSTEM STATUS UPDATE** [Non-action item] – An informational update on the operational status of the 800 MHz Communication System.

Shawn Tayler, Washoe County Technology Services, shared that the team had completed site alignments which includes review of frequency and modulation, ability for the system to receive and transmit the proper amount of power, as well as digital and analogue checks. The parts for the Fox Mountain repair had been received and once a crane could be scheduled, the repairs would be completed.

6. **LID (Logical Identification Number) STATUS UPDATE** [For Discussion Only] – An ongoing review and discussion on the issue of limited LID availability on the Washoe County Regional Communication System, LID assignments by WCRCS member agency, and the difference between agency assigned LIDs and Active Radios.

Shawn Tayler, Washoe County Technology Services, indicated there were only 31 LIDs available for assignment with one additional LID being held in that agency's bank. There is plenty of availability on the P25 system.

7. **WCRCS CASH ACCOUNT CONSOLIDATION** [For Possible Action] A review, discussion and possible action to consolidate the WCRCS Operations, Infrastructure, and Expansion cash accounts into a single cash account.

Kari Estrada, Sr. Fiscal Analyst, Washoe County, Office of the County Manager, shared that this item was more of a housekeeping item to consolidate the three cash accounts into one as is typical with other restricted accounts. Allocation of the funds could still be separated through the budget process, but this would alleviate the need to regularly bring forward items requesting funds be moved from one cash account to another.

Ed Atwell, UNR, voiced concern that the source of the funding would be lost. He requested that a standing item be added to future agendas to provide the members with an update on the cash account(s) and budget.

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In response to questions, Quinn Korbolic, Washoe County Technology Services, shared that the fund balances for the cash accounts were shared in the budget item of this agenda. The Operations and Infrastructure accounts are the result of the annual contributions by the member agencies; the Expansion account had been used for the per radio and backbone costs when a new agency joined the system.

Brent Finster, Reno-Tahoe Airport Authority, moved to approve the consolidation the WCRCS Operations, Infrastructure, and Expansion cash accounts into a single cash account; the motion was seconded by Ed Atwell, UNR. There was no response to the call for further Committee comment or public comment. Upon a call for a vote, the motion carried unanimously.

### **8. PRELIMINARY FISCAL YEAR 2021-2022 WCRCS (WASHOE COUNTY REGIONAL COMMUNICATIONS SYSTEM) BUDGET** [For Possible Action] – A review and discussion of the fiscal year 2021-2022 WCRCS budget and associated Operations and Maintenance contributions by WCRCS member agency, and possible action thereon.

Quinn Korbolic, Washoe County Technology Services, shared the preliminary FY22 WCRCS budget noting the anticipated increase is a bit higher than the 2 percent aimed for. However, due to the increase in the number of radios, the per radio cost is not significantly higher. \$46,000 was added for P25 project management.

WCRCS FY21/22 Budget Highlights
<b>Overview of Budget Proposal:</b> <ul style="list-style-type: none"><li>• Total Radio Count increase of 114.</li><li>• 4.9% Operations budget increase over FY20 - 21.</li><li>• We will continue to recommend the 10% contribution to Infrastructure.<ul style="list-style-type: none"><li>◦ Cost per radio increase of \$12.73 per radio/per year to \$289.99.</li></ul></li></ul>
<b>Operations:</b> <ul style="list-style-type: none"><li>• Total Operations Budget: \$1,711,859.64</li><li>• Operations Budget increase of \$81,224.97</li><li>• Covers 4 FTE staff including the Regional Communications Coordinator, a Sr. Network Engineer, and two Network Engineers.</li><li>• Operations account balance as of July 1, 2020: \$426,832</li></ul>
<b>Infrastructure:</b> <ul style="list-style-type: none"><li>• We will continue to recommend contributions at 10%.</li><li>• Operations + Infrastructure budget: \$1,883,045.60</li><li>• Infrastructure account balance: \$841,288</li><li>• Expansion account balance: \$178,484</li></ul>

Ed Atwell, UNR, noted it may be helpful to be able to consider infrastructure contributions of less than ten percent consideration agencies may be faced with budget cuts. He moved that the item be continued to the January agenda to allow time for staff to prepare alternate infrastructure contribution options. Rishma Khimji, City of Reno, seconded the motion. There was no response to the call for further Committee comment or the call for public comment. Upon a call for a vote, the motion carried unanimously.

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9. **48-VOLT DC POWER UPGRADE AT VIRGINIA PEAK** [For Possible Action] - A review, discussion, and possible action to approve the purchase of necessary supplies and equipment to support a 48-volt Power System upgrade at the Virginia Peak communications site, not to exceed \$70,000.

Shawn Tayler, Washoe County Technology Services, shared that is item would allow for an extension of the existing DC group and improve power system capabilities in preparation for the P25 system. The upgrade will be part of simulcast and will continue to support the 800MHz system. The battery backup run time will be a minimum of eight hours and as much as 10-12 hours to allow time to get to the site for either service or to fuel the generators. The agenda language for an amount not to exceed \$70,000 was created before the quote was received; the quoted amount is \$38,554.

Ed Atwell, UNR, moved to approve, approve the purchase of necessary supplies and equipment to support a 48-volt Power System upgrade at the Virginia Peak communications site, not to exceed \$38,554; Pat Neilson, TMWA, provided the second. There was no response to the call for Committee discussion or the call for public comment. Upon a call for the vote, the motion carried unanimously.

10. **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 January 15, 2021.

- Financial summary quarterly cash fund and operations expenditures

11. **PUBLIC COMMENTS** [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 800 MHz Joint Operating Committee agenda. The 800 MHz Joint Operating Committee will also hear public comment during individual action items, with comment limited to three (3) minutes per person. Comments are to be made to the 800 MHz Joint Operating Committee as a whole.

Denise Inda, NDOT, announced her retirement noting Seth Daniels had been added to lead the technology group managing the radio system and would be taking her role with the Committee. She expressed great appreciation for the work of the other agencies and the opportunity she has had to be a part of the Committee and the regional efforts. Several members expressed appreciation for her knowledge and contributions and wished her well.

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

The meeting adjourned at 10:57 a.m.

Approved as written in session January 15, 2021.

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