

911 Emergency Response Advisory Committee

Minutes

**THURSDAY ~ SEPTEMBER 18, 2014 ~ 1:30 P.M.
REGIONAL EMERGENCY OPERATIONS CENTER
5195 SPECTRUM BOULEVARD, RENO, NEVADA**

MEMBERS

Duane Meyer, Chair
Chris Maples, Vice-chair
Mike Brown
Daniel Johnson
Aaron Kenneston
Shannon Wiecking
Teresa Wiley

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

Chair Meyer called the meeting to order at 1:30 p.m.

PRESENT: Mike Brown, Aaron Kenneston, Chris Maples, Duane Meyer and Teresa Wiley.

ABSENT: Daniel Johnson and Shannon Wiecking.

Jen Gustafson – Deputy District Attorney, was also present.

2. PUBLIC COMMENTS [Non-action item]

There were no public comments.

3. APPROVAL OF MINUTES [For possible action] – July 17, 2014

It was moved by Member Brown, seconded by Member Wiley, to approve the July 17, 2014, minutes, as submitted. The motion carried: Members Brown, Kenneston, Maples, Wiley and Chair Meyer assenting; and Members Johnson and Wiecking absent.

4. REVENUE/PAYABLES AND ENDING FUND BALANCE REPORTS [For possible action] – A review, discussion and possible action to accept the Revenue/Payables and Uncommitted Ending Fund Balance reports.

Annette Van Der Wall – Technology Services, drew attention to the unaudited report from the Washoe County Comptroller's Office that reflects an ending balance of \$838,039.00. Ms. Van Der Wall explained that an unaudited report had not been sent to Kafoury Armstrong for review and confirmation of the ending balance.

Hearing no public comment, Chair Meyer asked for board discussion or a motion.

It was moved by Member Wiley, seconded by Member Maples to accept the Revenue/Payables and Uncommitted Ending Fund Balance reports, as submitted. The motion carried: Members Brown, Kenneston, Maples, Wiley and Chair Meyer assenting; and Members Johnson and Wiecking absent.

6. EXACOM EXTENDED WARRANTY REPORT [For possible action] – A review, discussion and possible action to accept the Exacom Extended Warranty Report.

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Annette Van Der Wall – Technology Services, recalled that it had been unclear what had been paid at the previous meeting. The next payment for the Exacom Extended Warranty is not due until February 2015. Ms. Van Der Wall noted that the warranty could be extended until February 6, 2017, at an additional cost of \$18,815.00 per year.

Jen Gustafson – Deputy District Attorney, commented that the audio recording must be kept for two (2) years and one (1) day under NRS (Nevada Revised Statutes). Ms. Gustafson commented that it may be possible to renegotiate the agreement to cover the retention of audio recording for the mandated length of time at a reduced cost should the region move to a different recording system.

Chair Meyer closed public comment and asked for board discussion or a motion.

Responding to Member Kenneston's inquiry about the action needed, Ms. Van Der Wall explained that this was a report to the board with no recommendation other than acceptance of the report.

Chair Meyer suggested a recommendation to renegotiate the contract for retention purposes only.

Ms. Gustafson noted that the only action today would be to accept the report and add a future agenda item to address renegotiation for records retention only.

It was moved by Member Brown, seconded by Member Kenneston, to accept the Exacom Report, as presented. The motion carried: Members Brown, Kenneston, Maples, Wiley and Chair Meyer assenting; and Members Johnson and Wiecking absent.

- 7. INTRADO RECORDING UPDATE** [For possible action] – *An ongoing review, discussion and possible action to approve, deny or otherwise modify a proposal to move forward with the Intrado Recording solution for the (3) primary PSAP's and the Washoe County School District.*
[Continued from July 17, 2014]

Gary Beekman – Technology Services, recalled discussion at the July 17, 2014, meeting about funding for the Exacom recording system and whether it included the Washoe County School District. Based on his review of previous board actions only the three (3) primary PSAPs (Public Safety Answering Point) were funded (Reno, Sparks and Incline Village Sheriff, which is now Washoe County).

Hearing no public comment Chair Meyer asked for board discussion or a motion.

Member Maples noted that only the three (3) primary PSAP's had been funded in the past, whereas a proposal that was presented included Washoe County School District.

Jen Gustafson – Deputy District Attorney, commented that she sees two (2) decisions: 1) inclusion of Washoe County School District; and 2) direction to staff on whether or not to pursue negotiations with Intrado for a different recording solution.

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Member Maples stated that he would support moving forward with a recording solution for the three (3) primary PSAPs and would also support contracting Exacom for retention of recording for the mandated length of time.

Hearing no public comment Chair Meyer asked for a motion.

It was moved by Member Maples, seconded by Member Brown, to approve a proposal to move forward with the Intrado Recording Solution for the Reno, Sparks and Washoe County PSAPs. The motion carried: Members Brown, Kenneston, Maples, Wiley and Chair Meyer assenting; and Members Johnson and Wiecking absent.

8. **P7200 Radio Trade-In** [For possible action] – *An ongoing review, discussion and possible action to approve, deny or otherwise modify a proposal to move forward with a trade-in program being offered by Harris Communications to exchange P7200 series radios with new XG-75 radios with enhanced features to improve 911 call service to officers in the field.*

Shawn Tayler – Regional Communications Coordinator, drew attention to the staff report and proposal from Harris Communications for replacement of radios for dispatch. Mr. Tayler noted that staff is seeing an increasing number of radio failures and that the vendor has agreed to provide a trade-in allowance for P7200 radios. Mr. Tayler noted that this request covers up to 100 radios purchased using Enhanced 911 Surcharge fund for the Public Safety Field Officers. The \$2,673.00 per radio includes battery and charger.

Gary Beekman – Washoe County Technology Services, noted that the additional funding identified in the ending balance report would allow the board to purchase up to 148 radios, if so desired.

Responding to Member Brown's inquiry about whether console upgrades would be needed, Mr. Tayler explained that any upgrade to the consoles would be premature at this point and current VIDA (Voice, Interoperability, Data, and Access) systems does not fully support. A request to upgrade consoles may be brought at a future date. Mr. Tayler explained that the same formula for radio distribution will be used as was done in the past. Mr. Tayler stated that the proposal is to upgrade radios previously purchased using Enhanced 911 Surcharge funds.

Member Kenneston stated that he could support the request to upgrade radios previously purchased by this body.

Mr. Tayler noted that there are more than 700 of the P7200 radios on the system and that only those purchased for the agencies dispatched for the Public Safety Field Officers are being replaced with this request.

There was some discussion about whether to purchase 100 or 148 radios. It was pointed out that should the ending fund balance be less than anticipated in the unaudited report that there would be a deficit. Therefore, if there is additional money in the fund after the audit is complete then an agenda item can be brought back to purchase additional radios.

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Annette Van Der Wall explained that staff has been pulling and reviewing packing slips and serial numbers to assure that only those radios purchased using Enhanced 911 Surcharge funds are being replaced.

Responding to Suzy Rogers – Reno ECOMM (Emergency Communications Center), Mr. Tayler stated he believes the radios used by the PSAPs for evacuation purposes are the same model but he will research the matter.

It was moved by Member Brown, seconded by Member Maples, to approve the purchase of one-hundred (100) radios using Enhanced 911 Surcharge Funds to upgrade radios previously purchased using Enhanced 911 Surcharge Funds. The motion carried: Members Brown, Kenneston, Maples, Wiley and Chair Meyer assenting; and Members Johnson and Wiecking absent.

- 9. 911 EMERGENCY RESPONSE ADVISORY COMMITTEE MEMBER AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – *No discussion among committee members will take place on this item. The next regular meeting is scheduled at 1:30 p.m., November 20, 2014.*

The November 20, 2014, meeting agenda may include, but is not limited to: 1) an analysis of how the Enhanced 911 Surcharge in the State of Nevada compared to that of other jurisdictions.

Jen Gustafson – Deputy District Attorney, stated she would compare Nevada, which sets forth the rate in NRS (Nevada Revised Statutes) to other states. Ms. Gustafson pointed out that legislative action would be needed to increase the cap from the current \$0.25 (25-cents) per telephone.

Clay Griffin noted that the City of Henderson (Nevada) has already prepared a BDR (Bill Draft Request) to seek an increase in the cap.

Gwen Brandenburg – The Galena Group, Inc., noted that the 911 Master Plan that was updated in Fiscal Year 2012-2013 may be able to provide additional information.

Additionally, the November 20, 2014, meeting agenda will include an item to direct staff to seek a contract with Exacom for records maintenance for the two (2) year plus one (1) day as required under state law.

- 10. PUBLIC COMMENT** [Non-action item]

There were no public comments.

- 11. ADJOURNMENT** [Non action item]

Chair Meyer adjourned the meeting at 2:02 p.m.