

# WASHOE COUNTY REGIONAL 800 MHz COMMUNICATION SYSTEM

## *Joint Operating Committee*

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

### **DRAFT OF Minutes**

**Friday ~ October 19, 2018 ~ 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 – UNR; Bryan Boren – VA; Dave Cochran – Reno; Todd Curtis – NVANG; Thor Dyson – NDOT; Jamie Edrosa – RTAA; Denise Inda – NDOT; Jon Kelley – WCSD; Chris Ketring – TMFPD; Rishma Khimji – Reno; Chris Maples – Sparks; Tracy Moore – WCSD; Pat Nielson – TMWA; Ryan Sommers – NLTFPD; Christine and Vuletich – Washoe County.

**ABSENT:** Brian Allen – Sparks; Charles Atkinson – TMWA; Lance Avansino – RSIC; Craig Betts – Washoe County; Mark Cameron – RTAA; Adam Garcia – UNR; Scott Gorgon – Tmfpd; Sam Hicks – TMFPD; Dave Hunkup – RSIC; Charles Moore – TMFPD; Darrell Norman – VA; David Paulon – PLPT; Don Pelt – PLPT; Mark Regan – NLTFPD; Jason Reynolds – UNR; and Ronald Wilson – FBI.

**VACANT:** DEA (Drug Enforcement Administration).

#### **2. PUBLIC COMMENTS [Non-action item]**

There were no public comments.

#### **3. APPROVAL OF THE JULY 20, 2018, MINUTES [For possible action]**

***It was moved by Chris Maples, seconded by Denise Inda, to approve the July 20, 2018, minutes, as submitted.***

There was no public comment or Board discussion.

***The motion carried unanimously.***

#### **4. NEVADA PUBLIC SAFETY COMMUNICATIONS COMMITTEE (NPSCC) [Non-action item]** ***– An informational update and possible direction to staff on recent activities of the NPSCC.***

There was no report as the NPSCC did not achieve quorum.

#### **5. 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.**

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Quinn Korbolic – Washoe County Technology Services stated he would be making the presentations in Shawn Taylor's absence. Mr. Korbolic believes that the number of available LID's is less than ten.

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

John Byerly – Washoe County Technology Services, Tower inspections for Peavine, Slide, and Virginia Peak. RADCO inspected, and on Peavine replaced the microwave dish to Virginia Peak with one from stock. Additionally, the solar power control system on Fox Mountain has been replaced with one from a different manufacturer, at significant savings (\$1,125 vs \$5,500) to control the solar power system, generator, and the power line that is provided as a backup from LA Department of Water and Power. Additionally, cameras have been added to all sites, and tower cameras are now on Red, Virginia Peak, Peavine, and Slide Mountain providing better security to our critical infrastructure. Alignments have been completed and the sites are ready for what has been forecasted as a mild winter.

### 7. **WASHOE COUNTY SHERIFF'S OFFICE/DRONE AMERICA PROJECT** [For possible action] – *A review, discussion and possible action to approve Drone America's continued use of two (2) Washoe County Sheriff's Office LIDs to support Unmanned Aerial Systems training and services for potential use by first responders.*

Russ Pedersen - Washoe County Sheriff's Office, noted that the 800 MHz Users Committee had reviewed the request and that the drones are being used in conjunction with UNR and Drone America to assist in public safety and search and rescue. Additionally, the drones can be used to provide radio communications in remote areas where radio communication is limited or non-existent. Currently the Washoe County Sheriff's Office (WCSO) has assigned two of their LID's for the drones.

Quinn Korbolic – Washoe County Technology Services, noted that the 800 MHz Users Committee had recommended approval.

Ryan Sommers noted that an agreement had also been signed with Drone America for mapping wildlife and flights in back country areas to assist EMS and NLTFPD.

During a brief discussion it was noted that Drone America purchases their radios with the WCSO allowing use of two existing LIDs. Other discussion outlined how the Drone can be outfitted with repeaters to extend communications capability to provide better overall communications coverage. It was pointed out that Drone America will not have other channels unless such channels are specifically authorized by an existing 800 MHz public safety agency. As the discussion continued, it was explained that the use of repeaters on drone is constrained by the FAA and that the provision of access by other members of the communications system would provide better overall coverage.

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Ed Atwell recalled previous concern about adding Drone America as a member of the 800 MHz Communications users and JOC groups thus increasing the number of member present to achieve quorum. Based on the information provided Mr. Atwell is supportive of the request

***It was moved by Ed Atwell, seconded by Dave Cochran, to approve Drone America's continued use of two (2) Washoe County Sheriff's Office LID's to support unmanned Aerial Systems Training and Services for potential use by first responders. The motion carried unanimously.***

There were no public comments.

***The motion carried unanimously.***

8. **PURCHASE OF POLARIS GENERAL** [For possible action] – *A review discussion and possible action to approve, deny or otherwise modify a request to utilize non-capital equipment funds to purchase a Polaris General 1000 to replace the existing WCRCS utility vehicle for a cost not to exceed \$24,191.43, as recommended by the 800 MHz Users Committee on September 20, 2018.*

Quinn Korbolic - Washoe County Technology Services, pointed out that the existing equipment is 6 years old and is in need of near constant maintenance. Last winter the crew headed to Chimney Peak and had to call search and rescue when the equipment failed. This type of vehicle allows access to back-country areas and existing equipment such as tracks and dust/airtight storage boxes are compatible with the new unit.

John Byerly – Washoe County Technology Services, noted that the new equipment would have doors, top and windshield and that currently large plastic bags are used on the existing vehicle to protect sensitive equipment from dust and moisture. The new unit will be ready for immediate use if approved.

***It was moved by Ed Atwell, seconded by Todd Curtis, to approve the purchase of a Polaris General 1000 using non-capital equipment funds to replace the existing WCRCS utility vehicle for a cost not to exceed \$24,191.43 as recommended by the 800 MHz Users Committee with the proviso that Washoe County will make its best effort to sell the older unit at a fair market value and reimburse the 800 MHz fund.***

Chair Moore opened public comment.

David Watts-Vial – Deputy District Attorney, asked for clarification of the proviso to sell the existing equipment.

Mr. Atwell explained that the intent is to assure that Washoe County makes its best effort to sell the older equipment at a fair market value as quickly as possible.

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Responding to Chair Moore's inquiry on how Washoe County disposes of assets, Mr. Korbolic explained that equipment is typically sent to auction and it is unclear if that would satisfy the intent of the motion.

Mr. Atwell stated that sending the used equipment to auction and deposit of the proceeds of that sale to the 800 MHz fund would satisfy the intent of his motion.

Mr. Byerly noted that Search and Rescue has indicated a desire to obtain the equipment. Mr. Byerly noted that Search and Rescue appears to have the funds needed to maintain and repair the equipment and that existing tracks and storage boxes would fit the new equipment.

During the discussion it was noted that it is important to understand who the owner of the existing equipment is and what policies and/or procedures are in place governing the disposal of such equipment and allocation of proceeds of the sale. As the discussion continued it was noted that NDOT has a specific process governing the sale of used equipment. It was noted that funds from the sale of used NDOT equipment does not always come back to the budget.

Deputy District Attorney Watts-Vial noted that Washoe County has an ordinance specific to the sale of used equipment and disposition of the proceeds of any sale. In the event the used equipment cannot be sold then the issue should come back to the JOC. Mr. Watts-Vial noted that staff is required to make best effort to sell used equipment.

***Mr. Atwell amended the motion to approve the purchase using non-capital equipment funds to purchase a Polaris General 1000 to replace the existing WCRCS utility vehicle for a cost not to exceed \$24,191.43 with Washoe County staff providing a report on what was done with the existing Polaris equipment. Mr. Curtis amended the second. The motion carried unanimously.***

- 9. NEVADA SHARED RADIO SYSTEM PROJECT UPDATE** [For discussion only] – *A review and discussion on the System Purchase Agreement between Washoe County and Harris Corporation, dated September 27, 2018, including discussion on P25 radio system infrastructure, site construction and upgrades, and the role of consultant, Federal Engineering, in the design and construction of the new P25 public safety radio system.*

Quinn Korbolic – Washoe County Technology Services, narrated a PowerPoint® presentation (copy on file). Mr. Korbolic outlined the various steps involved in moving the process forward and anticipated costs, which have been heavily discounted. Mr. Korbolic noted that the RFP was originally released in 2017 and that NDOT had administered and released the RFP. Washoe County was represented in that process by Shawn Taylor – Washoe County Technology Services; Chair Tracy Moore; and Lori Cooke – Washoe County Budget Manager.

Thor Dyson – NDOT, emphasized that legal counsel was present during the RFP process.

Mr. Korbolic commented that the vendor had been chosen based solely on scores after which the vendor's name with the highest score was identified. In this case Harris was chosen. Mr. Korbolic noted that there is a provision whereby member agencies can replace radios that might not meet

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the criteria of the final design. Mr. Korbolic then outlined each aspect of the system upgrade including antenna replacements and equipment upgrades. It is anticipated that final acceptance of the P-25 system will occur in 2023 with replacement radios purchased before 2024. Mr. Korbolic then provided an overview of the coverage provided with the incoming system that includes communications capabilities when traveling outside Washoe County. Mr. Korbolic then outlined the anticipated cost associated with the implementation and buildout of the P-25 system noting that the construction phase is expected to start in September 2021. While Washoe County is the responsible party for financing and operation of the P-25 system, costs may be allocated in the per radio user fee. It is expected that the cutover from the EDACS system to the P25 system will occur in July 2022. At the time NDOT no longer requires EDACS service, NDOT will cease their contribution to the WCRCS. Mr. Korbolic provided an overview of the time-material contract with Federal Engineering. Mr. Korbolic then summarized the revised Interlocal Agreement, which does not reduce or take away JOC authority to make recommendations on how costs are allocated. Mr. Korbolic encouraged those present to take the information back to not only their governing bodies but also to their finance divisions for review and comment. Once all those comments and recommendations are received a final document will be prepared for member agency signature. It is anticipated that the fiscal model will be available in the next several weeks and will be presented at that time.

Christine Vuletich explained that a consultant has been engaged to assist with updating the user fees in light of the new system, including the development of an allocation methodology for capital infrastructure costs. Ms. Vuletich emphasized that the consultant has nationwide experience in the development of these types of fee methodologies. She also requested the JOC members to provide contact information for their finance representatives so that the proposed fee methodologies developed could be discussed with them.

Mr. Korbolic responded to Rishma Khimji's inquiry about training, reprogramming and administration noting that training is included in the contract and that the training schedule will be developed as part of the design phase.

Chair Moore noted that the WCSD is working with the P25 system and is impressed with the field test and signal quality.

**10. END-USER RADIO EQUIPMENT PURCHASES** [For discussion only] – *A review and discussion of procedures for end-user radio equipment purchases through the System Purchase Agreement between Washoe County and Harris Corporation, dated September 27, 2018.*

Jayne Leighton – Harris Corporation, outlined the Radio Equipment Purchase Agreement between Harris and Washoe County (copy on file) and drew attention to the discounts being offered and how to obtain detailed quotations. Ms. Leighton noted that additional detail may be needed when applying for grants to purchase equipment. This detail will be provided to Washoe County Technology Services to be shared with member agencies. Ms. Leighton pointed out that substitutions are allowed to the base configurations provided the new base price is equal to or greater than the original base configuration. Ms. Leighton encouraged those present to maintain a relationship with Dailey-Wells, Harris' Regional Center of Excellence (RCE), because in some

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instances the agencies can save money on their procurements by purchasing from Dailey-Wells. Contacts for both Harris and Dailey-Wells were provided for obtaining quotations.

Quinn Korbolic – Washoe County Technology Services, asked that member agencies contact him directly to receive a “molded” Purchase Authorization letter allowing that agency to purchase off the System Purchase Agreement.

Denise Inda noted that NDOT will be using this process in order to qualify for the discounts granted under their System Agreement. Due to the large number of radios being committed to, Ms. Inda noted that both NDOT and Washoe County would receive deep volume discounts.

Mr. Korbolic commented that a web page is being designed for Washoe County and their member agencies that will include additional detail on how the process will work through 2024.

There was some discussion about whether or not three competing quotations would be needed in order to meet grant application requirements for NLTFPD. It was also noted that the other two quotes may be a waste of time given the discounts being offered. Chief Sommers will submit his grant application with a reference to the System Purchase Agreement between Washoe County and Harris Corporation with the expectation additional quotations will not be required to obtain grant funding.

11. **AMENDMENTS TO THE WASHOE COUNTY REGIONAL COMMUNICATIONS SYSTEM INTERLOCAL AGREEMENT** [For possible action] – A review, discussion, and possible action on amendments to the Washoe County Regional Communications System Interlocal agreement.

Quinn Korbolic – Washoe County Technology Services, drew attention to the hardcopies of the amendment on the table and explained that an approval or recommendation is not being sought. Mr. Korbolic explained that the intent is to have each agency take a copy of the ILA to their respective governing bodies for review and possible suggestions for modification. One of the suggested changes is to address quorum issues due to certain agencies failing to attend meeting on a regular basis. As NDOT is withdrawing from the system once EDACS is rendered inoperable NDOT has asked that the reference to NDOT be removed. In the future Mr. Korbolic will strive to distribute support materials along with the meeting agenda. Mr. Korbolic explained that since Washoe County has the ultimate fiscal responsibility and control, Washoe County will have sole discretion on the rate agencies contribute to the P25 system infrastructure and construction.

Mr. Korbolic concurred with Mr. Atwell’s commented that the JOC will not have the authority to approve what each agency is billed. Mr. Korbolic pointed out that under the current process the JOC only makes a budget recommendation to the BCC (Board of County Commissioners). However, the partner agencies (Washoe County, NDOT and NV Energy) have the authority to delegate certain authority to the JOC.

Dave Watts-Vial – Deputy District Attorney, commented that the previous recommendation to the original signers does not seem to have moved forward and that this particular agreement would need to be ratified by all member agencies. The intent is to have this agreement taken to the

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respective governing bodies for approval or suggested modifications so that a contract can be negotiated. It is unclear whether member agencies can delegate their authority to others.

Christine Vuletich noted that regarding Section 13, her understanding that this section deals with infrastructure that Washoe County issues debt to finance infrastructure. Currently Washoe County is working with a consultant on how those costs will be allocated.

Dave Watts-Vial – Deputy District Attorney, commented that the goal is to assure that operating costs paid by Washoe County are repaid with the intent of having the 800 MHz Users and JOC having more or less the same discretion.

Jamie Edrosa – RTAA, noted that the intent is to have each member agency have the proposal reviewed by their governing bodies and legal counsel to bring back a recommendation before moving forward. The agreement will only be signed by those agencies choosing to be part of the system.

Mr. Watts-Vial concurred with Mr. Edrosa's assessment. Mr. Watts-Vial noted that the majority of the document was unchanged and that he will work with the WCDA's staff to develop a red-line version of the agreement to address member concerns. Mr. Watts-Vial stated that participating agencies must abide by the WCRCS agreement.

Denise Inda – NDOT, noted that NDOT will continue to contribute to the operation of the EDACS system until it is decommissioned. At that point NDOT is not part of the Washoe County portion of the share system being developed by Washoe County, NV Energy and NDOT.

Chair Moore continued the item until the next quarterly meeting.

- 12. SET 2019 800 MHz MEETING CALENDAR** [For possible action] – A review, discussion and possible action to set the 2019 quarterly meeting calendar for: A: Third Friday of the first month of each quarter: January 18, 2019; April 19, 2019; July 19, 2019 and October 18, 2019; or B: The Fourth Friday of the first month of each Quarter: January 25, 2019; April 26, 2019; July 26, 2019; and October 25, 2019.

Chris Maples suggested a 9:00 a.m. start time.

It was pointed out that a move to the third Friday of the first month of each quarter would not impact the ability to have input from the 800 MHz Users Committee that meets the third Thursday of the third month of each quarter.

***It was moved by Ed Atwell, seconded by Jamie Edrose, to approve Option 2019 quarterly meeting calendar for: A: Third Friday of the first month of each quarter: January 18, 2019; April 19, 2019; July 19, 2019 and October 18, 2019.***

There were no public comments.

***The motion carried unanimously.***

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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) will be scheduled in January 2019, based on date selected in previous agenda item. No discussion among Committee Members will take place on this agenda item.*

Item 11 continued to the January 18, 2019 meeting.

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

Chair Moore cautioned member about the use of email between members to avoid a conflict with the Open Meeting Law.

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

Chair Moore adjourned the meeting at 11:55 a.m.

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