

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

800 MHz Joint Operating Committee

Tracy Moore, Chair
Charles Moore, Vice-chair
Ryan Sommers, Secretary

****Draft Meeting Minutes****

**Thursday, January 25, 2024
10:00 a.m.**

**Washoe County Administration Complex
1001 East Ninth Street, Reno, Nevada, 89512
Building A, Second Floor, Caucus Room**

This meeting was held at a physical location with a teleconference option.

Committee website: https://www.washoecounty.gov/technology/board_committees/800mhz_joc

Committee Members

Dave Cochran, City of Reno	Charles Moore, Truckee Meadows FPD
Craig Franden, City of Reno (Alternate)	Chris Ketring, Truckee Meadows FPD (Alternate)
Derek Keller, City of Sparks	Ian Dasmann, TMWA
Connie Shepperd, City of Sparks (Alternate)	Chuck Atkinson, TMWA (Alternate)
David Todd Curtis, Nevada Air National Guard	Ed Atwell, UNR/NSHE
Matthew Lund, Nevada Air National Guard (Alternate)	Jeremy Irwin, UNR/NSHE (Alternate)
Darin Tedford, Nevada Dept. of Transportation	Vacant, FBI
Seth Daniels, Nevada Dept. of Transportation (Alternate)	Vacant, US DEA
Ryan Sommers, North Lake Tahoe FPD	Bryan Boren, US Dept. of Veterans Affairs
Russ Barnum, North Lake Tahoe FPD (Alternate)	Ray Leal, US Dept. of Veterans Affairs (Alternate)
Don Pelt, Pyramid Lake Paiute Tribe	Jenn Felter, Washoe County
David Paulon, Pyramid Lake Paiute Tribe (Alternate)	Darrin Rice, Washoe County (Alternate)
Vacant, Reno-Sparks Indian Colony	Mark Mathers, Washoe County School District
Tracy Moore, Reno-Tahoe Airport Authority	Jon Kelly, Washoe County School District (Alternate)
Ben Carpenter, Reno-Tahoe Airport Authority (Alternate)	



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

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Agenda

1. CALL TO ORDER AND DETERMINATION OF QUORUM [Non-Action Item]

The meeting was called to order at 10:00 a.m.

Present

- | | |
|---|------------------------------|
| • City of Reno | Craig Franden |
| • City of Sparks | Derek Keller |
| • Nevada Air National Guard | David Todd Curtis |
| • Nevada Dept. of Transportation | Seth Daniels |
| • North Lake Tahoe Fire Protection District | Ryan Sommers |
| • Pyramid Lake Paiute Tribe | Don Pelt (joined 10:48 a.m.) |
| • Reno-Tahoe Airport Authority | Tracy Moore |
| • Truckee Meadows Fire Protection District | Charles Moore |
| • Truckee Meadows Water Authority | Ian Dasmann |
| • UNR | Ed Atwell |
| • US Dept. of Veterans Affairs | Bryan Boren |
| • Washoe County | Jenn Felter |
| • Washoe County School District | Mark Mathers |

Absent

- Reno-Sparks Indian Colony (vacant)
- US DEA (vacant)
- US FBI (vacant)

Washoe County Deputy District Attorney Brandon Price was also present.

2. INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE [Non-action item].

Members of the public may attend this meeting by teleconference via this Teams Meeting link Meeting ID: 249 419 434 017, Passcode: 3JqJKh, or by telephone by dialing 775-325-0620 and entering Conference ID: 628 534 413#. Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference or attending by telephone only. To provide public comment via Teams, log into the Teams Meeting at the above link and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only dial 775-325-0620, enter conference ID: 628 534 413#, and press *5. Press *6 to mute/unmute.

3. PUBLIC COMMENT [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. However, action may not be taken on any matter raised during

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this public comment period until the matter is specifically listed on an agenda as an action item. 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 public comment was received prior to the meeting.

[Item 4 was heard after Item 5.]

4. **ELECTION OF OFFICERS** [For Possible Action] Discussion and possible action to elect Committee officers, including a Chair, Vice-Chair, and Secretary.

a. **Chair**

Ed Atwell, UNR, nominated and moved to appoint Tracy Moore, Reno-Tahoe Airport Authority, as Chair; Member Tracy Moore accepted the nomination. Ryan Sommers, North Lake Tahoe Fire Protection District, seconded the motion. There were no further nominations or Committee discussions. There was no response to the call for public comment. Upon a call for the vote, the motion carried unanimously.

b. **Vice-Chair**

Ed Atwell, UNR, nominated and moved to appoint Charles Moore, Truckee Meadows Fire Protection District, as Vice-Chair; Member Charles Moore accepted the nomination. Jenn Felter, Washoe County, provided the second. There were no further nominations or Committee discussions. There was no response to the call for public comment. Upon a call for the vote, the motion carried unanimously.

c. **Secretary**

Ed Atwell, UNR, nominated and moved to appoint Ryan Sommers, North Lake Tahoe Fire Protection District, as Secretary; Member Sommers accepted the nomination. Charles Moore, Truckee Meadow Fire Protection District, nominated and moved to appoint Ryan Sommers, as Secretary. Member Sommers accepted the nomination. Jenn Felter, Washoe County, seconded the motion. There were no further nominations or Committee discussions. There was no response to the call for public comment. Upon a call for the vote, the motion carried unanimously.

[Item 5 was heard before Item 4.]

5. **APPROVAL OF THE OCTOBER 19, 2023, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Ed Atwell, UNR, moved to approve the minutes as written. Jenn Felter, Washoe County, provided the second. There was no response to the call for Committee or public comment. Upon a call for the vote, the motion carried unanimously.

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6. **SYSTEM STATUS UPDATE** [Non-Action Item] – An informational update and discussion on the operational status of the 800 MHz Communication System, including an update on recent maintenance, system disruptions, system usage, and system repairs. *John Byerly, Washoe County Technology Services*

John Byerly, Washoe County Technology Services, reviewed the [presentation](#) for this item providing an overview of maintenance on DC battery banks, HVAC systems, generators, towers, remote alarm systems, radio sites and alignments and security cameras. The TSM is the product that watches site alarms and microwaves for EDAC System. There have been no unplanned outages. Marble Bluff experienced a planned outage in install new antennas. Approximately 111 LIDs are available. He reviewed the pending requests for new LIDS. P25 Agreements need to be updated with Storey County and REMSA in order to get new LIDS.

There was discussion of the sponsorship status for Storey County & REMSA. Chair Moore questioned the steps necessary to allow a non-government agency to be on the system. It was clarified that REMSA couldn't be a party to an interlocal agreement but could be part of the system through separate agreement. The P25 Interlocal does contemplate the addition of new agencies as members.

Jake Grivette, NDOT, shared that privately owned and operated EMS providing agencies are allowed on state public safety radio systems via standard federal law waiver; waiver codified in federal law.

The tentative Dispatch console upgrade schedule was reviewed. Sparks Dispatch has offered to conduct a mock-up console install to test functionality between Intrado and the radio interface. L3Harris is completing an inventory of the equipment needed; additional routers and switches purchased as part of the Core upgrade need to be installed.

John Rees, Washoe County Technology Services, provided an update on the Marble Bluff site that is nearing completion awaiting power and some final agreements.

7. **FISCAL YEAR 2024-2025 WCRCS (WASHOE COUNTY REGIONAL COMMUNICATIONS SYSTEM) BUDGET** [For Possible Action] – Review, discussion, and possible action to approve one of three Washoe County Regional Communication System (WCRCS) Fiscal Year 2024-2025 Budget scenarios and recommend that the Washoe County Board of County Commissioners approve the recommended budget scenario. *Quinn Korbolic, Washoe County Technology Services.*

Quinn Korbolic, Washoe County Technology Services, reviewed the [staff report](#) and [presentation](#) for this item providing an overview of three different budget scenarios ranging between \$2,028,047.78 and \$2,118,047.78. Previous year increases have been between 1.5-3 percent. This year's increase is largely due to wage increases; these figures do anticipate an estimated amount if a COLA were to be agreed to. He reviewed other areas of significant increase. The number of radios on the system increased by 139. Staff recommends a continued ten percent increase for Infrastructure. The full cost per radio for both systems is projected to be \$533.

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Three Budget Scenarios

WCRCs FY24/25 Proposed Budget Scenarios			
	S1	S2	S3
Budget	\$2,118,047.78	\$2,068,047.78	\$2,028,047.78
Increase over FY24	\$306,316.09	\$256,316.09	\$216,316.09
Percent Increase over FY24	16.9%	14.2%	11.9%
Cost per Radio	\$293.20	\$286.27	\$280.74
Cost per Radio Increase over FY24	\$37.48	\$30.56	\$25.02

Budget Proposal Overview

- S1 - Total Operations Budget: \$2,118,048
 - Increase of \$306,316 or 16.9% over FY 24 approved budget
 - ~\$120k increase from salaries – October budget did not include COLA
 - \$15k increase from software licensing (asset management software)
 - \$20k increase general equipment – purchase of new Test set
 - \$29k increase in Capital Expenses – Generator, HVAC
 - Facility Maintenance/remediation – Virginia Peak remediation
 - Agency Radio Count: 7,224
 - Radio Count increase: 139
 - Operations Cost per radio: \$293.20
 - Staff recommends continued 10% Infrastructure Contribution
 - Total Cost/Radio: Operations Cost + 10% Infrastructure Contribution: **\$322.52/radio**
 - Operations Cost + 10% Infrastructure Contribution + P25 Infrastructure Debt Payment = **~\$533/radio**

In response to a question, the Lease General Ledger expenditures are for lease agreements on multiple tower sites such as Red Peak and for T1 lines.

Mark Mathers, Washoe County School District, brought attention to the significant increase in radio count for his agency questioning the methodology and the ability to review and confirm the number prior to the finalization of the FY25 budget. He voiced concern that possibly radio counts had been inadvertently increased due to the swap out of new radios. Mr. Korbolic indicated the radio counts used for this budget are from FY23 based on radios that have keyed-up, transmitted and received in that time period. There was a discussion of past audits having shown multiple radios sharing the same identifier and concern that other agencies may also benefit from revisiting the radio counts.

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John Byerly, Washoe County Technology Services, shared many of the radios able to run only within the P25 simulcast had been transitioned over to free up LIDs on the EDAC system which is subject to a limited number. For those, however, if the radio needs to transmit in or out of to a radio on the EDACS side, it will count as two through gateway. He reiterated several instances have been found where one LID has been used multiple times resulting in an increase in LIDS to correctly assign one LID to each radio. One radio with a P25 UID and EDACs LID will only be counted once.

[Don Pelt, Pyramid Lake Paiute Tribe, joined the meeting at 10:48 a.m.]

Ed Atwell, UNR, inquired as to the impacts of selecting the scenario providing the lowest budget authority. Mr. Korbolic indicated discretionary purchases such as Test Sets would be delayed until the end of the fiscal year and only purchased if adequate budget was available. If not, those purchases would be planned for in the next fiscal year.

Ed Atwell, UNR, move to approve Scenario Three (\$2,028,047.78), with consideration of agency budgets and still awaiting decisions on other system updates. Mark Mathers, Washoe County School District, provided the second, noting concern with substantial increases in future years for delayed purchases. No public comment was offered.

Charlie Moore, Truckee Meadows Fire Protection District, spoke in opposition to the motion suggesting support for current investment and not cutting corners for public safety.

With a roll-call vote requested, the motion failed with five in support (Members Franden, Keller, Dasmann, Atwell, Mathers), seven in opposition (Members Curtis, Daniels, Sommers, T. Moore, C. Moore, Boren, Felter).

Jenn Felter, Washoe County, moved to approve Scenario One (\$2,118,047.78); David Curtis, Nevada Air National Guard, provided the second. There was no discussion on the motion or response to the call for public comment. With a roll-call vote requested, the motion carried with ten in favor, two opposed (Members Atwell and Mathers).

Ed Atwell, UNR, move to approve a zero percent contribution toward the Infrastructure Fund. [not certain who provided the second – Mr. Mathers?]. The Infrastructure Fund was estimated to be approximately \$400,000 at last review. There was no further Committee discussion or response to the call for public comment.

Scenario Three (\$2,028,047.78), with consideration of agency budgets and still awaiting decisions on other system updates. Mark Mathers, Washoe County School District, provided the second, noting concern with substantial increases in future years for delayed purchases. No public comment was offered. With a roll-call vote requested, the motion failed with three in support (Members Franden, Atwell, Mathers), nine opposed.

Member Mathers requested further discussions to solidify the use and purpose of the Infrastructure Fund and what the appropriate level is to maintain if it's to be a contingency fund. He voiced concern that there is currently a blending of concepts between a contingency fund and a source for P25 system cost overruns. Mr. Korbolic welcomed the opportunity to discuss the function and receive Committee direction on the future use and maintenance of

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the fund. Prior to the P25 System, the Infrastructure Fund had been used for purchases such as generators and most recently for the Marble Bluff tower replacement. Prior direction had included use of it for the P25 system. It was clarified that the 800 MHz Infrastructure contribution is different than the contingency amount for the P25 System financing. It was noted that use of the Infrastructure fund inadvertently used NDOT funds for the P25 System.

Jenn Felter, Washoe County, spoke to the need for some available budget for infrastructure needs such as the generators recently requested that could have potentially been ordered earlier.

Mark Mathers, Washoe County School District, moved to approve a ten percent contribution to the Infrastructure Fund, noting a request that a policy be developed to identify its function and funding level. Jenn Felter, Washoe County, provided the second. There was no further Committee discussion or response to the call for public comment. Upon a call for the vote, the motion carried, eleven members in favor, one opposed (Member Atwell).

- 8. 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 April 18, 2024.

- Infrastructure Fund clarification, definition and funding level

- 9. PUBLIC COMMENT** [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. 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.

- 10. ADJOURNMENT** [Non-Action Item]

The meeting adjourned at 11:32 a.m.