

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

Keith Mullen, Chair
Paul Wiley, Vice-chair
Vacant, Secretary

Draft Meeting Minutes

Thursday, September 16, 2021

10:00 a.m.

Meeting held via teleconference

Agenda

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

The meeting was called to order at 10:02 a.m.

Present

- | | |
|---|----------------------------------|
| • City of Reno | Paul Wiley |
| • City of Sparks | Keith Mullen |
| • Nevada Dept. of Transportation | Jim Wallen |
| • North Lake Tahoe Fire Protection District | Jeff Byrne |
| • Pyramid Lake Paiute Tribe | Jonathan Prichard |
| • Reno-Sparks Indian Colony | Dave Hunkup (10:08 a.m. arrival) |
| • Truckee Meadows Fire Protection District | Chris Ketring |
| • Truckee Meadows Water Authority | Chuck Atkinson |
| • UNR | Ed Atwell |
| • US Dept. of Veterans Affairs | Bryan Boren |
| • Washoe County | Jenn Felter |
| • Washoe County School District | Austin Mills |

Absent

- Incline Village GID (vacant)
- Nevada Air National Guard
- Reno-Tahoe Airport Authority
- US DEA (vacant)

Washoe County Deputy District Attorney Keith Munro was also present.



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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 Users 800 MHz Users Committee agenda. The 800 MHz Users 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 Users Committee as a whole.

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

3. **APPROVAL OF JUNE 17, 2021, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Paul Wiley, City of Reno, moved to approve the June 17, 2021, minutes as written. Ed Atwell, UNR, 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.

4. **ELECTION OF OFFICERS** [For Possible Action]

- a. Secretary

Tracy Moore, Washoe County School District, nominated and moved to elect Austin Mills, Washoe County School District; Dave Hunkup, Reno-Sparks Indian Colony, provided the second. Mr. Mills accepted the nomination and there were no other nominations. There was no response to the call for public comment; upon a call for a vote, the motion carried unanimously.

[This item will be redone at the next meeting as the motion was made by a non-primary representative.]

5. **LID (Logical Identification Number) STATUS UPDATE** [Non-action item] – An ongoing review and discussion on the issue of limited LID availability on the Washoe County Regional Communication System. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation for the item sharing that there were 49 LIDs remaining available after recent issues to Truckee Meadows Fire Protection District, the Reno-Sparks Indian Colony, Sparks Dispatch and the Washoe County Sheriff's Office. LIDs will continue to be issued on a case-by-case basis. Depending on future requests, it may become necessary to ask agencies to turn in any that are not in use.

6. **SYSTEM STATUS UPDATE** [Non-action item] – An informational update on the operational status of the 800 MHz Communication System. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation for the item sharing the system was functioning normally after the July migration to 10.4 core, a console standardization profile has been created and is being installed in the consoles for

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Washoe County and will be installed for the City of Reno once the new consoles are installed. The SUMS updates are conducted monthly for system and security patches and updates.

7. WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM INFRASTRUCTURE MAINTENANCE AND REPLACEMENT UPDATE [For Discussion Only] – A review and discussion of maintenance and replacement needs for WCRCS Infrastructure. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation for the item sharing that while the team had been conducting routine maintenance, they discovered the need to replace the air filters at all sites as a result of the smoke, soot, and ash. The lack of proper airflow had caused air condenser coils to begin freezing up. Slides 8 and 9 of the presentation provided the HVAC maintenance steps and updates on the following general maintenance updates:

A presentation slide titled "Infrastructure Maintenance Update" with the Washoe County, NV logo in the top left corner. The slide lists various maintenance tasks in a bulleted format.

Infrastructure Maintenance Update

- DC battery banks & rectifier testing
 - Marble Bluff will be part of RFP
 - Mt Rose, Slide, Snowflake purchase underway
 - DC Rectifiers ordered placed.
- HVAC inspection & repair
 - Snowflake HVAC repaired
 - All site's AC filters changed.
- Dehydrator/Waveguide pressure testing
 - transmission line replaced at Slide
- Generator inspections and repair
 - All Sites on-going (scheduled every two weeks)
- Tower inspections
 - Marble RFP underway
 - Poito & Mt Rose Structural reports due end of September
- Radio maintenance & alignments
 - Radio Alignments for simulcast completed
 - Radio Alignment starting from September to October (delayed due to fires & smoke)
- Security cameras maintenance and installation
 - 25 Cameras replacements installed (Peavine, Virginia Peak, Marble Bluff, Snowflake, Red Peak)
- Remote alarms verification and tests

8. WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM RADIO COUNTS, END OF LIFE NOTICES, AND REPLACEMENT OPTIONS [For Discussion Only] – A review and discussion of current radio counts and how they relate to the contractual obligations to the NSRS contract; notice of End of Life for the XG-15P, XG-45P, XG-75P, P7300 including but not limited to possible replacement options. *Melissa Lawney, Washoe County Technology Services*

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Melissa Lawney, Washoe County Technology Services, reviewed her presentation for the item sharing Amy Higgins was no longer with L3Harris and that Jason La Forge and Jayne Leighton were available to assist with orders and questions until a new representative is assigned. Of the contracted 5097 radios, 1818 had so far been ordered (35%). Harris will be onsite October 2022-December 2023 to help with radio and mobile equipment updating in preparation to the system cut-over. It was recommended that radio purchases be timed in order to take advantage of this. Upon ordering, agencies should notify Harris if there will be a delay in the equipment being installed/put into service to be sure the warranty period coincides with when they are put into service.

Ms. Lawney indicated she would be reaching out to agencies to begin scheduling installation and reprogramming to prevent bottlenecks and achieve the most efficient use of staff time; drop-ins would still be welcome. There would be a mobile updating option available for agencies or teams that may not be able to easily schedule time at the Radio Shop (i.e. PSAPs).

In response to questions about turn-around time for programming new radios, the time would depend on whether or not the personality had already been built (15-20 minutes) or if there were multiple radios dropped off (1-2 weeks). For mobile updates and installs, a third-party vendor (Patriot) was expected to be available locally to assist. Jacob Grivette, Nevada Department of Transportation, shared that for Region One, five locations had been setup in the Las Vegas area with the ability to complete 8-10 installations/updates per day. It was confirmed that mobile units could be programmed before being installed in a vehicle.

Harris has announced that the 700/800 MHz P7300 and XG Portable series radios (introduced in 2009) are reaching the end of product life; XL Connect 95P and XL Connect 45P have been identified as possible replacements. Ms. Lawney shared a slide with an XL Family Feature Comparison (XL45 not yet added). She reviewed new cloud-based device management and broadband managed services Harris has made available and the cost for a range of services for the XL series. She noted that for most agencies it may not make sense to add all of the options available. The County radio team has not yet sampled or tested the features available but planned to soon. The cloud-based option allows for information and updating via a cell/LTE network rather than relying on the radio system. It has been determined to be cost-prohibitive to extend the current VDA network to other locations to allow for remote programming and updating.

Ed Atwell, UNR, questioned the overall utility of the new services for agencies that don't regularly need to update programming and what options are available to know when new firmware updates are available. Ms. Lawney shared it has been difficult due to limited Radio Shop staffing to be proactive in letting agencies know when those updates are available and enrolling in this service would help to bridge that gap by allowing for a notification push when those are released.

Chair Mullen questioned the difference between this service and the Over-The-Air-Programming (OTAP) function. Ms. Lawney shared the OTAP uses the channels on the current radio system which can pose an issue if there is a large number of radios attempting to update at the same time resulting in queuing or bottlenecks in active

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emergency function communications. It was clarified that the radio notification feature was not native to the radios and available through the paid service only. Chair Mullen noted a need to consider the return on investment when considering the staff time needed to complete updates with the current process.

9. **800 MHZ USERS COMMITTEE MEMBER/STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – No discussion among 800 MHz Users Committee members will take place on this item. The next regular meeting is scheduled for December 16, 2021, 10:00 a.m.

None

10. **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 Users Committee agenda. The 800 MHz Users 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 Users Committee as a whole.

Ed Atwell, UNR, noted he found the radio count update informative and would like to see that included as a regular agenda item, as well as a review of possible remedies if the contractual number of radios were not to be met.

There was no further response to the call for public comment.

11. **ADJOURNMENT** [Non-action item]
The meeting adjourned at 10:53 a.m.