

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

P25 TECHNICAL ADVISORY COMMITTEE

Keith Mullen, Chair, City of Sparks
Austin Mills, Vice Chair,
Washoe County School District
Robert Allen, City of Reno
Jenn Felter, Washoe County
Shane Akerson, Truckee Meadow Fire
Protection District

Draft Meeting Minutes

Thursday, March 16, 2023

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

This meeting was scheduled to begin directly after the 800 MHz Users Committee meeting but no earlier than 10:30 a.m.

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

Committee website: https://www.washoecounty.gov/technology/board_committees/800mhz_users/index.php

AGENDA

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

The meeting was called to order at 11:21 a.m.

Present

- | | |
|--|---------------|
| • City of Reno | Robert Allen |
| • City of Sparks | Keith Mullen |
| • Washoe County School District | Austin Mills |
| • Truckee Meadows Fire Protection District | Shane Akerson |

Absent

- | | |
|-----------------|-------------|
| • Washoe County | Jenn Felter |
|-----------------|-------------|

Washoe County Deputy District Attorney Brandon Price was present.

2. **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 P25 Technical Advisory Committee agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Each person addressing the Committee shall give their first and last name. Comments are to be made to the P25 Technical Advisory 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 DECEMBER 15, 2022, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Keith Mullen, City of Sparks, moved to approve the minutes as written; Shane Akerson, Truckee Meadows Fire Protection District, 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. **NEVADA SHARED RADIO SYSTEM UPDATE** [Non-Action Item] – A review and status update on the progress of Washoe County, NDOT, and NV Energy on the Nevada Shared Radio System (NSRS) project, including but not limited to: progress of planning, design and construction activities in Region 2 of NSRS, end-user equipment installation and programming, and project expenses. *Quinn Korbolic & Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her [presentation](#) reviewing the System Status Update focusing on software updates, microwave installation schedule, proposed outages, P25 line and antenna installations, P25 rack installations, greenfield site build updates, dispatch console software updates, fleet mapping and mobile installation and one-touch scheduling.

The schedule for the microwave deployment is still being finalized; due to weather and site access, there will be a small window this year so focus will be on what has failed and is failing. The P25 line and antenna installations have started with Mt. Rose, Slide and Virginia Peak completed. The P25 rack equipment is onsite for some locations awaiting the tower work to be completed.

The BLM archeological study and the National Environmental Policy Act (NEPA) review has been completed for Seven Lakes Mountain with an approval optimistically anticipated by September. The landowner of the land for the Ash Fields site has okayed changes to the proposed lease agreement to allow for helicopter access; the lease will be presented to the Joint Operating Committee at their next meeting. Work continues on the Red Peak agreement. The Cold Springs site is waiting for power and is currently too muddy to access safely. The team is prepared to adjust planning to do some alignments on generator power if necessary.

The Dispatch Centers (except for Truckee Meadows Fire Protection District) need Windows 10 and firmware upgrades on all consoles. The downtime is expected to be longer and the work will be scheduled as soon as possible.

Fleet mapping has occurred, and agencies were reminded of the need to reduce and standardize personalities. There was discussion of the usefulness of the page function to assist with training and staff changes. Mobile installations and one-touch radio updating has moved to begin in May 2023.

5. **ONE-TOUCH MOBILE AND PORTABLE PROGRAMMING** [Non-Action Item] – A review of next steps to getting radios ready for the P25 Upgrade, including but not limited to, timeframes that L3Harris will be working on the radios, how to schedule time, and the prerequisites for getting all radios in the fleet touched. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her [presentation](#) reminding agencies all radios will need to be “touched” in order to access the news sites, the current P25 sites that will get a new system ID. Site and system IDs will be updated. Over-the-air

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programming is not yet available. Harris will be onsite for 12-18 months and there is availability to schedule Harris teams to visit the agency sites. New purchases would have included an installation fee at the time of the initial purchase. Ms. Lawney was working with the Harris representative to determine the plan if the mobile installation fee wasn't prepaid. Some agencies are opting to self-install or pursue other options which is okay.

Agencies are being asked to submit a completed One-Touch Programming P25 installation scheduling worksheet to help with planning. It is expected that six mobile installations per day will be available. There will be a need to plan for radio loaners to minimize impacts and time without radios. Individual LIDs will not be added to loaners but will have the primary agencies that will need them. Coordination will be necessary to ensure smooth LID handoff. Both the UID for P25 and LID for EDAC will be on the radio but can't have same LID on two devices. For onsite installation planning, internet and WiFi is necessary as well as bay area to work in. Appointments will be necessary for mobile installations but not radios; those can be "walk-in." The below locations have already been identified for mobile installations.



Agencies will be reaching out to agencies concerning bay stations. Harris will be purchasing the stations that were included in the original contract planning.

6. **IN-BUILDING COVERAGE INFRASTRUCTURE UPDATE** [Non-Action Item] – A review of in-building radio coverage infrastructure, to include but not be limited to, FCC licensing requirements, in-building system registration requirements, and various technologies related to in-building radio system coverage. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, asked that members review the information for this item on the [presentation slides](#) and reach out with any questions.

7. **P25 TECHNICAL ADVISORY COMMITTEE MEMBER/STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-Action Item] – No discussion among P25 Technical Advisory Committee members will take place on this item. The next regular meeting is scheduled for June 15, 2023, after the conclusion of the 800 MHz Users meeting and no earlier than 10:30 a.m.

None

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8. **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 P25 Technical Advisory Committee agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Each person addressing the Committee shall give their first and last name. Comments are to be made to the P25 Technical Advisory Committee as a whole.

Shawn Tayler, Reno, Nevada, requested a future agenda item to discuss the options for Over-the-Air-Programming. There was no further response to the call for public comment.

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

The meeting adjourned at 12:03 p.m.

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