



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

COMMITTEE MEETING DATE: *March 18, 2021*

**DATE:** Thursday, March 18, 2021  
**TO:** 911 Emergency Response Advisory Committee  
**FROM:** Quinn Korbolic, Washoe County Technology Services, IT Manager  
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**SUBJECT:** Recommendation to approve a request for utilization of the 911 Fund for Washoe County staff salary to support E911 GIS Database update and maintenance services for Fiscal Year 2021-2022 in an amount not to exceed [\$196,912].

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### SUMMARY

A review, discussion and possible action to approve, deny or otherwise modify a request for reimbursement of staff salary to support E911 GIS Database update and maintenance services for Fiscal Year 2020-2021 in an amount not to exceed [\$196,912].

Washoe County GIS staff update, maintain, and administer the Regional E911 GIS Master Address and Street Centerline datasets and ensure the Master Street Address Guide (MSAG) is up to date and consistent with the regional master address data. Washoe County Technology Services is requesting reimbursement for salary and benefits for 1.5 FTE employees who support the update and maintenance of the E-911 GIS database. One FTE is dedicated to a GIS Systems Developer I/II tasked with maintaining and updating the E-911 GIS database including the regional Master Address and Street Centerline datasets; 0.5 FTE is dedicated to the Master Street Address Guide (MSAG) coordinator.

Nevada Revised Statutes (NRS) 244A.7645 3.A.3 authorizes the use of E911 surcharge funds for "Paying the costs for personnel and training associated with the routine maintenance and updating of the database for the system."

### PREVIOUS ACTION

On January 16, 2020 the 911 Emergency Response Committee approved utilization of the 911 Fund for Washoe County staff salary supporting E911 GIS Database update and maintenance services for Fiscal Year 2020-2021 in an amount not to exceed [\$177,418].

In previous years, salary disbursement to Washoe County for 0.5 FTE telephone technician (MSAG Coordinator) has been implicitly approved by the 911 Emergency Response Committee through the budget approval process.

For City of Reno, in fiscal year 2010/2011, 2011/1012, 2012/2013, 2013/2014, 2014/2015, 2015/2016, 2016/2017, 2017/2018, 2018/2019, and 2019/2020 the E-911

AGENDA ITEM # \_\_\_\_\_

Board authorized reimbursement to the City of Reno for E-911 GIS services performed by the E-911 GIS Technician and ½ salary and benefits for one GIS Analyst. The total authorized amount in fiscal year 2011/2012 was \$140,085. The total authorized amount in fiscal year 2012/2013 was \$139,410. The total authorized amount in fiscal year 2013/2014 was \$139,410. The total authorized amount in fiscal year 2014/2015 was \$147,163. The total authorized amount in fiscal year 2015/2016 was \$147,163. The total authorized in fiscal year 2017/2018 was \$164,021.

For City of Sparks, the E911 Emergency Response Committee authorized salary reimbursement to support the update and maintenance of the GIS database in FY16 - \$79,219, FY17 - \$76,777, FY18 – 89,901.54, FY19 \$86,283, and FY20 \$103,230.

### **BACKGROUND**

NRS 244A.7645 provides that 911 surcharge funds may be used to pay for costs associated with maintenance, upgrade and replacement of equipment and software necessary for the operation of the enhanced telephone system.

NRS 244A.7645 states: “If a surcharge is imposed in a county pursuant to NRS 244A.7643, the board of county commissioners of that county shall create a special revenue fund of the county for the deposit of the money collected pursuant to NRS 244A.7643. The money in the fund must be used only:

- (a) To pay the costs of adopting and reviewing the 5-year master plan for the enhancement of the telephone system for reporting emergencies in the county that is required pursuant to NRS 244A.7643.
- (b) With respect to the telephone system for reporting an emergency:
  - (1) In a county whose population is 45,000 or more, to enhance the telephone system for reporting an emergency, including only:
    - (I) Paying recurring and nonrecurring charges for telecommunication services necessary for the operation of the enhanced telephone system;
    - (II) Paying costs for personnel and training associated with the routine maintenance and updating of the database for the system;
    - (III) Purchasing, leasing or renting the equipment and software necessary to operate the enhanced telephone system, including, without limitation, equipment and software that identify the number or location from which a call is made; and
    - (IV) Paying costs associated with any maintenance, upgrade and replacement of equipment and software necessary for the operation of the enhanced telephone system.”

### **FISCAL IMPACT**

Projected FY 2021-2022 salary and benefits are \$196,912.

**RECOMMENDATION**

Staff Recommends that the committee approve a request for utilization of the 911 Fund for Washoe County staff salary to support E911 GIS Database update and maintenance services for Fiscal Year 2021-2022 in an amount not to exceed [\$196,912].

**POSSIBLE MOTION**

If the Committee agrees with staff's recommendation, a possible motion would be:  
"Motion to approve a request for utilization of the 911 Fund for Washoe County staff salary to support E911 GIS Database update and maintenance services for Fiscal Year 2021-2022 in an amount not to exceed [\$196,912]."