

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

P25 Radio System Joint Operating Committee

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

*****Draft Meeting Minutes*****

Thursday, January 25, 2024

This meeting was scheduled to begin directly after the 800 MHz Joint Operating Committee meeting but not begin earlier than 10:30 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

Craig Franden, City of Reno (Alternate)

Derek Keller, City of Sparks

Connie Shepperd, City of Sparks (Alternate)

David Todd Curtis, Nevada Air National Guard

Matthew Lund, Nevada Air National Guard (Alternate)

Ryan Sommers, North Lake Tahoe FPD

Russ Barnum, North Lake Tahoe FPD (Alternate)

Don Pelt, Pyramid Lake Paiute Tribe

David Paulon, Pyramid Lake Paiute Tribe (Alternate)

Vacant, Reno-Sparks Indian Colony

Tracy Moore, Reno-Tahoe Airport Authority

Ben Carpenter, Reno-Tahoe Airport Authority (Alternate)

Charles Moore, Truckee Meadows FPD

Chris Ketring, Truckee Meadows FPD (Alternate)

Ian Dasmann, TMWA

Chuck Atkinson, TMWA (Alternate)

Ed Atwell, UNR/NSHE

Jeremy Irwin, UNR/NSHE (Alternate)

Vacant, US DEA

Bryan Boren, US Dept. of Veterans Affairs

Ray Leal, US Dept. of Veterans Affairs (Alternate)

Jenn Felter, Washoe County

Darrin Rice, Washoe County (Alternate)

Mark Mathers, Washoe County School District

Jon Kelly, Washoe County School District (Alternate)

Agenda

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

The meeting was called to order at 11:41 a.m.

Present

- City of Reno

Craig Franden



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

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- | | |
|---|-------------------|
| • City of Sparks | Derek Keller |
| • Nevada Air National Guard | David Todd Curtis |
| • North Lake Tahoe Fire Protection District | Ryan Sommers |
| • Reno-Tahoe Airport Authority | Tracy Moore |
| • Truckee Meadows Fire Protection District | Charlie 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

- Pyramid Lake Paiute Tribe
- Reno-Sparks Indian Colony (vacant)
- US DEA (vacant)

Deputy District Attorney Brandon Price rep Washoe County District Attorney's Office

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 P25 Radio System Joint Operating 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. Comments are to be made to the P25 Radio System 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.

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

a. Chair

Jenn Felter, Washoe County, 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 Ryan Sommers, North Lake Tahoe Fire Protection District, as Vice-Chair; Member Sommers 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

Jenn Felter, Washoe County, nominated and moved to appoint Charlie Moore, Truckee Meadows Fire Protection District, as Secretary; Member Charlie Moore accepted the nomination. Derek Keller, City of Sparks, 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.

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

David Todd Curtis, Nevada Air National Guard, 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.

6. APPOINTMENT OF P25 TECHNICAL ADVISORY COMMITTEE MEMBERS [For Possible Action] – Appoint three members to fill vacancies on the P25 Technical Advisory Committee. One individual will be appointed to serve as a member for the remainder of the 2-year term of July 15, 2022, to July 14, 2024, which was previously occupied by Austin Mills of the Washoe County School District. One individual will be appointed to serve as a member for a 2-year term of July 15, 2023, to July 14, 2025. One individual will be appointed to serve as a member for a 2-year term of July 15, 2023, to July 14, 2025. At their December 21, 2023, meeting, the 800 MHz Users Committee recommended appointment of Shane Akerson, Truckee Meadows Fire Protection District; Jennifer Felter, Washoe County; and Shawn Tayler, former Washoe County Regional Communications System Coordinator.

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Agency	Appointee	Term	Term
City of Reno	Robert Allen	2 year	7/15/2022-7/14/2024
City of Sparks	Keith Mullen	2 year	7/15/2022-7/14/2024
1 Vacant	Vacant	2 year	7/15/2022-7/14/2024
2 Vacant	Vacant	2 year	7/15/2023-7/14/2025
3 Vacant	Vacant	2 year	7/15/2023-7/14/2025

Ed Atwell, UNR, moved to appoint Shane Akerson, Truckee Meadows Fire Protection District, to the unexpired term ending July 14, 2024. Charlie Moore, Truckee Meadows Fire Protection District, provided the second. There was no response to the call for public comment. Upon a call for the vote, the motion carried unanimously.

Derek Keller, City of Sparks, moved to appoint Jenn Felter, Washoe County, and Shawn Tayler each to a term to expire July 14, 2025. Mark Mathers, Washoe County School 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.

- 7. NEVADA SHARED RADIO SYSTEM PROJECT UPDATE** [Non-Action Item] – A presentation and discussion on the progress of the Nevada Share Radio System (NSRS) project including an introduction to the NSRS System Administrator and their roles and responsibilities; discussion of project status, cutover outlook, and possible prioritization for NSRS Region 1 and Region 2 (out of 3 project regions); and review of Nevada Department of Transportation and NV Energy civil construction status, responsibilities, and comparison of contract vs implementation costs. *Quinn Korbolic, Washoe County Technology Services; Adrian Arnold, Nevada Shared Radio System Administrator*

Adrian Arnold, Nevada Shared Radio System Administrator, reviewed the [presentation](#) for this item providing an overview of his role, the governance structure, regional acceptance workflow, Regions 1, and 2; and NSRS site construction updates.

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NSRS System Administrator

- Specified role within the Governance Structure of the NSRS Partnership Agreement
- Serves as a nexus between the NSRS Technical Teams, Governance Board, and Users
- Supports the NSRS Partners with Policy and Process Management, Document Management, User Engagement, Governance Support, and other duties as directed by the Governance Board
- SA contract started in August 2023. 4 year contract. HDR selected as consultant. Adrian Arnold is filling the SA role.



Figure 1: Governance Structure



Adrian Arnold
Contractor
Nevada Shared Radio System
System Administrator
Nevada Department of Transportation
m 775.470.0892
o 775.888.3041 | 775.337.4743
aarnold@dot.nv.gov |
f t i o in



Regional Acceptance Workflow

- Sites – Commissioning/FATP → Coverage Testing → Site Acceptance → Cutover/Reliability Testing → Regional Acceptance
 - Mitigation sites are designated as likely to impede regional system cutover and acceptance schedule. They are not considered in-path for regional acceptance. They must be completed and accepted for full NSRS system acceptance.
- System Core – Install/Upgrade → Burn-in and monitoring → Cutover/ Reliability Testing → Regional Acceptance
- Consoles – Install/Upgrade (operate w/ EDACS system) → Cutover/ Reliability Testing → Regional Acceptance
- Subscriber Units – Purchase/Update (operate w/ EDACS system) → Cutover/Reliability Testing → Regional Acceptance

Region 1 Status

- Region 1 consists of 54 sites which includes 2 mitigation sites
- 51 sites are commissioned, and testing is underway
- System Core has completed burn-in and monitoring
- Console Upgrades Complete
- Cutover forecast as April 2024
- Regional acceptance forecast as June 2024

Region 2 Status

- Region 2 consists of 36 sites including 5 mitigation sites
- 10 sites have completed commissioning (ready for system testing and follow-on cutover)
- NDOT site Tahoe MTN (NDOT) and Mt Rose (WCRCs) forecast as the last sites to be commissioned with a forecast of July 2024
- There are 5 Region 2 sites that have dependency on Dave Metts (High Sierra Communications) approval for work
- System Core has completed burn-in and monitoring
- Console upgrades underway
- Cutover forecast as March 2025
- Regional acceptance forecast as June 2025

NDOT NSRS Site Construction

- Due to poor performance with existing condition assessment and site design and planning, NDOT has removed site construction from L3Harris scope and used alternative vendors for site construction
- Site Construction Costs have exceeded the anticipated costs indicated in the contract
 - \$550K indicated vs. \$1.2M realized (on average); Solar sites have averaged \$2M

NVE NSRS Site Construction

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[Items 8 and 9 opened together.]

8. REVIEW OF THE WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM INFRASTRUCTURE FUND AND P25 RADIO SYSTEM PROJECT FUND [Non-Action Item]

An informational presentation and discussion on the status of the Washoe County Regional Communication System (WCRCS) Fund Infrastructure account including account transactions from fiscal years 2018-2024; and a review of the status of the P25 Radio System Project Fund including P25 System Partner Agency Contributions and bond funds and related transactions from fiscal years 2018-2024; including a discussion on use of WCRCS Infrastructure account for Nevada Shared Radio System expenses. *Quinn Korbolic, Washoe County Technology Services*

9. UPDATE ON THE P25 RADIO SYSTEM CONSTRUCTION, CONSTRUCTION COSTS, AND DISCUSSION OF INTERLOCAL AGREEMENT ADDENDUM TO ADDRESS CONSTRUCTION COST INCREASES [For Possible Action] – An update and discussion of construction costs for the P25 greenfield radio sites, including a recent Construction Manager at Risk (CMAR) bid received by Washoe County for the construction of the Ashfields site; discussion of initial contract construction costs compared to current estimated or bid construction costs; discussion of possible funding sources to cover increased construction costs; discussion of prioritizing construction activities for the P25 system, which could include the prioritization of radio site construction for the Ash Field, Smokey Quartz, and Seven Lakes radio sites; and discussion of the status of the draft Addendum to the Washoe County P25 Radio System Interlocal Agreement of June 2020, which could include discussion of the draft Addendum's terms. *Quinn Korbolic, Washoe County Technology Service*

Quinn Korbolic, Washoe County Technology Services, reviewed the [presentation documents](#) for this item in response to questions raised at the previous meeting concerning payments, bond financing and the Interlocal.

Outline

- Discuss WCRCS Infrastructure fund and Washoe County NSRS Bond fund usage for P25 Radio System.
 - Slide 3
- Based on current available funds, what portion of the NSRS project can w complete?
 - Site prioritization – Site Removal
 - Slide 4-5
- Compare original Radio System site construction costs (2018 Contract) vs most current quotes or estimates.
 - Slide 6
 - Walk-through original cost sheet
- NSRS Project Milestones and Change Orders
 - Slides 7-9

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Mr. Korbolic clarified that the bond financing amount was determined based on \$1.25 million Washoe County contribution, the \$750,000 Infrastructure contribution, \$800,000 in prepayments (not full amount). In review of the minutes of the meeting when the JOC took action to approve using the \$750,000 from the Infrastructure fund, there was no discussion of repayment. He reviewed options for prioritization if work with only current financing and contributions. An additional \$500,000 would be needed to complete Smokey Quartz.

What can we complete with the funds we have today?				
		Future Payment	Prioritized Payment	
Cold Springs Civils - Complete install	\$	88,134.04	\$ 88,134.04	
Red Peak Civils - Completion	\$	938,429.85	\$ 938,429.85	
Biltmore Civils	\$	629,227.00	\$ 629,227.00	
Civil Construction Contingency	\$	500,000.00		
Microwave System Completion	\$	851,824.17	\$ 268,892.33	
Seven Lakes Communication site	\$	1,880,574.12		
Ash Field Communication site	\$	2,407,348.01		
Smoky Quartz Communication site	\$	1,728,678.05		
P25 Milestone - Region 2 Acceptance	\$	1,194,007.86	\$ 1,194,007.86	
P25 Milestone - Final System Acceptance	\$	537,303.54	\$ 537,303.54	
TOTAL	\$	10,755,526.64	\$ 3,655,994.62	

With current funds we can complete system commissioning and additional construction activities on the core of our system and have ~\$1.2M remaining to apply to construction of the site with the next highest priority.	
Remaining funds from previous slide	4,833,223.41
Prioritized expenses	(3,655,994.62)
Remaining funds	1,177,228.79

Site Prioritization – Site Removal	
1. Smokey Quartz –	
a) Primary coverage areas:	City of Sparks, Spanish Springs, Golden Eagle Park
2. Seven Lakes	
a) Primary coverage areas:	Red Rock, Rancho Haven, Fish Springs
3. Ash Field	
a) Primary coverage areas:	Vya, northern Washoe County where there is currently no radio coverage.
- Removing a site from the NSRS requires review by all three NSRS member agencies. Through a "Request for change" process, NSRS members would determine technical and operational impacts of site removal. - Formal site removal requires each agency to execute a Change Order to their respective contract with L3Harris, accepting the change in radio coverage for the statewide system.	

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The Radio Site Cost Comparisons were reviewed. Some money has been invested for all sites (tower steel, solar equipment). There may be alternatives for that equipment should a site be removed. In order to remove a site, each contract with Harris would need to be amended and then each agency would need to do a Change Order for NSRS. The coverage level is the amount Harris is asked to fulfill based on the member agencies expectations. For any site that is being considered for removal, it is necessary to evaluate the impacts and alternatives; there aren't alternatives for the remaining Washoe County sites. Any further site reduction will mean a lack of coverage and potentially equipment that can't be used. In response to a comment, there aren't legal coverage requirements and there is potential for negotiating solutions. There was discussion of the considerable cost increases per site. The Contract Change Orders were reviewed.

Radio Site Cost Comparison: Initial Contract vs. New Estimate			
Site	Initial Contract	Updated Cost Estimates	Difference between Updated Costs & Initial Contract
Smokey Quartz	554,118.71	1,840,150.26	1,286,031.55
Biltmore		629,227.00	629,227.00
Cold Springs	554,118.71	764,783.54	210,664.83
Seven Lakes	554,118.71	2,265,635.70	1,711,516.99
Red Peak	554,118.71	1,230,928.00	676,809.29
Ash Fields	554,118.71	2,805,475.84	2,251,357.13
Total	2,770,593.55	9,536,200.34	6,765,606.79

Charlie Moore, Truckee Meadows Fire Protection District, shared agreement with the proposed prioritization and asked if there were alternatives with other agency infrastructure such as BLM or UHF sites. John Byerly, Washoe County Regional Communication System, indicated one known option on 49 Mountain has very specific and limited access options and would require considerable investment to run 17 miles of powerline with solar not permitted. Mr. Korbolic shared expanded LTE coverage joining with another agency's tower is being explored and awaiting coverage maps. Washoe County is actively searching for alternative funding sources and will continue work with the member agencies on the Addendum language to bring back to the Committee in April. The language could continue to be worked on absent a prioritization of or decisions on sites.

Chair Moore shared agreement with the proposed prioritization and voiced concern with the growth being experienced in the Sparks area, questioning the growth and population served

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in the northernmost part of the County. He questioned if the system was covering federal or BLM land. He encouraged enlisting subject-matter experts to help provide the necessary information to help with data-driven decisions and continued consideration of alternative ways to provide coverage.

[Charlie Moore, Truckee Meadows Fire Protection District, left the meeting at 12:45 p.m.]

Jenn Felter, Washoe County, voiced the need for the Seven Lakes site to provide coverage of the Red Rock area noting a huge safety concern for incidents that occur in that area. Chair Moore echoed those concerns noting after action reports relay challenges with communication, and the need to have coverage in order to setup a Leapfrog system.

There was no further Committee discussion on public comment on Item 9. No action was taken.

10. P25 RADIO SYSTEM 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 P25 Radio System Joint Operating Committee is scheduled for April 18, 2024.

- Item 9 from this agenda
- P25 Infrastructure Definition
- Systems for identifying LIDs, license counts software (Users agenda)

11. 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 Radio System Joint Operating 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. Comments are to be made to the P25 Radio System Joint Operating Committee as a whole.

There was no response to the call for public comment.

12. ADJOURNMENT [Non-Action Item]

The meeting adjourned at 12:50 p.m.