

CARSON CITY
9-1-1 SURCHARGE ADVISORY COMMITTEE
MEETING MINUTES
October 29, 2008

1. Call to Order

As neither a chair nor a vice-chair had yet to be established, staff member Stacey Giomi called the meeting to order at 5:30 p.m.

2. Roll Call and Determination of a Quorum

Members present were Daniel Berger, Anne Keast, Karin Mracek, and Bernard Sease (which constituted a quorum). Committee member absent was Tina Petersen.

Staff support members present were Stacey Giomi, Carson City Fire Chief, and Jack Freer, Carson City Sheriff's Department Chief Deputy of Administrative Services.

3. Introduction of Board Members

Committee members and staff members introduced themselves as follows: Stacey Giomi stated that he, along with Jack Freer and Judy Dietrich, would act as support staff for the committee; Jack Freer manages the Dispatch Center, the Jail, and the Records in the Civil Section; Karen Mracek is the manager of the Carson City Communications Center; Dan Berger is the Radio System Manager (covering the southern half of the State) for the Nevada Department of Transportation; Bernard Sease is a retired Carson City Fire Chief; and Anne Keast has developed the curriculum and the program at the college to train 9-1-1 dispatchers.

4. Public Comments on Non-Agendized Items

No one from the public other than staff members were present at this meeting.

5. Overview of Committee's Responsibilities

Stacey Giomi distributed a copy of the ordinance that created this Advisory Board and stated that the Committee was an advisory board to the Board of Supervisors and must comply with the Open Meeting Law. The charge of this Committee is to establish a Master Plan and, with the establishment of that plan, determine suggested ways to spend the revenue from the enactment of the 25-cent surcharge. The surcharge can only be applied once the Master Plan has been approved.

Therefore, one of the orders of business for future committee meetings is to develop a Master Plan that will be brought before the Committee to approve. The Committee will

then make a recommendation to the Board of Supervisors to approve the Master Plan as written. Stacey said that the ultimate goal is to impose a fee to help offset some of the costs of operating the 9-1-1 system and to set aside a capital budget to replace the components of the 9-1-1 system on a regularly scheduled basis. Jack Freer stated that the systems were extremely expensive and that the City did not bank money for their replacement. Stacey mentioned that the cost for the 9-1-1 lines, the maintenance of those lines, and the software maintenance to get the data out of the phone system computer into a mapping component is close to \$200,000 yearly, with the surcharge anticipated to generate approximately \$250,000 a year.

Stacey drew the attention of the Committee to Sections 4.05.080 and 4.05.090 of the ordinance that set forth the imposition of the surcharge and what the money can be used for, and said that those will be the things included in the Master Plan. In response to a question by Anne Keast as to what was meant under No. 4 of Section 4.05.080 regarding trunk lines, Stacey replied that if someone (such as the hospital) had a trunk line that consisted of a large number of telephone lines, the entity would only pay a surcharge of \$2.50 per trunk line instead of \$.25 per telephone line in order to realize a cost savings. These fees will be charged to everyone and no one will be exempt, including governmental entities.

As Bernard Sease mentioned that he would like to see the new Dispatch Center, it was stated that a tour would be arranged for the next Committee meeting.

6. Election of a Chairperson and a Vice Chairperson

Stacey Giomi stated that the ordinance requires the election of a Chair and a Vice Chair from the Committee's membership and spells out the duties of those offices.

It was moved by Bernard Sease and seconded by Dan Berger that Anne Keast be nominated for Chair. No other nominations were made, and the motion was carried to appoint Anne Keast as Chair. Anne then continued to chair the remainder of the meeting.

It was moved by Bernard Sease and seconded by Karin Mracek that Dan Berger be nominated as Vice Chair. No other nominations were made, and the motion was carried to appoint Dan Berger as Vice Chair.

7. Establishment of Future Committee Goals, Objectives, and Agenda Items

After discussion, it was decided that the following items will be placed on the next meeting agenda:

- Tour of the 9-1-1 Communications Center
- Explanation of the 9-1-1 System by Pat Irwin of AT&T
- Discussion of Current Status of Equipment, Including Life Span and Issues that Need to be Addressed
- Review Ordinance Change in Regard to Section 4.05.100 (see discussion below)

- Discussion and Approval of the Master Plan

Stacey Giomi mentioned that the Treasurer's Office has requested changes to one part of the ordinance—Section 4.05.100 Penalty for failure to remit surcharges—so that the penalty component of this section would be similar to other penalties imposed in order to be consistent.

Jack Freer stated that the system which currently exists is no longer being sold but that AT&T has given the City a three-year maintenance agreement. However, at the end of that time, major decisions will have to be made in regard to the next generation 9-1-1. The phone company is looking at hosting 9-1-1 sites where the equipment would reside in its own central office in a secure location. Stacey Giomi said that one advantage of having a hosted site provided by AT&T would be that it would rectify the problem Carson City now faces in having two phone companies covering the city, with serious problems occurring in the southern portion of the city which is covered by Verizon. Another advantage would be to have immediate rerouting (because currently there is no alternate routing to the Center—only to other cities) and if the Dispatch Center was regionalized, the calls could be fed to wherever you wanted them.

Goals for the Committee were then discussed, with the following ones being established:

- Review the entire mechanical process of the 9-1-1 system operations.
- Tour the Communications Center to become familiar with the facility.
- Review and establish the Master Plan.
- Review and approve ordinance language change, particularly in regard to Section 4.05.100.

8. Future Meeting Dates

Stacey Giomi said that the ordinance requires the Committee to meet quarterly. Because the next meeting hinged on Pat Irwin of AT&T attending, a tentative meeting date of December 4 in the early afternoon was agreed upon, depending on Pat's schedule. Staff will then advise the Committee once that date and time are confirmed.

9. Adjournment

It was moved by Bernard Sease, seconded by Daniel Berger, with motion carried that the meeting be adjourned at 6:05 p.m.

Recorder: Judy Dietrich