

**MINUTES
of the Meeting of the
CARSON CITY
9-1-1 SURCHARGE ADVISORY COMMITTEE**

March 6, 2012

1. Call to Order

Chair Anne Keast called the meeting to order at 8:30 a.m.

2. Roll Call and Determination of a Quorum

Members present were Anne Keast, Cindy Merrell, Karin Mracek, and Tina Petersen, which constituted a quorum. Member absent was Bernard Sease.

Also present were Stacey Giomi, Carson City Fire Chief, and Maurice White (community member).

3. Agenda Management Notice—Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

4. Public Comments and Discussion

There were no public comments or discussion.

5. For Possible Action: Approval of December 6, 2011, Meeting Minutes

It was moved by Karin Mracek, seconded by Cindy Merrell, with motion carried, that the December 6 meeting minutes be approved as submitted.

6. For Possible Action: Election of a Chairperson and a Vice-Chairperson

It was moved by Karin Mracek and seconded by Cindy Merrell that Anne Keast be nominated as Chairperson. It was then moved by Karin Mracek and seconded by Cindy Merrell that Tina Petersen be nominated as Vice-Chairperson. Both these motions passed, with Anne and Tina being elected as Chair and Vice-Chair respectively.

7. Report on Funds Collected and Expended/Obligated from the 9-1-1 Surcharge

Documents outlining the 911 Surcharge revenues and account expenditures/obligations were distributed. Stacey Giomi stated that \$619,624.43 has been received since the

inception of the surcharge, \$224,811.90 has been expended, and \$3,619 of monthly recurring charges for the 9-1-1 system upgrade has been obligated. Anne asked Karin whether the installation of the upgrade was now complete, with Karin responding that it was. She mentioned that although they lost some features from the old system, they gained others with the new one—and it was a direction in which they needed to go for the future.

8. For Possible Action: To approve request to pay annual maintenance costs for the ProQA system upgrade from the 9-1-1 Surcharge Fund

Karin said that she wished to withdraw this agenda item because things have changed since she requested it, including the extension of the end-of-life date on the system they have and the fact they would need an interface with their CAD before obtaining the upgrade. Stacey then mentioned that this system was being provided by Priority Dispatch, who originally said they would not be supporting the current software version into the future but were now saying they would be supporting it for a longer period of time. Therefore, although they will eventually need to go to this upgrade, a quote for the interface will first have to be obtained from Tiburon before proceeding.

9. Report on Master Plan Amendments

Stacey reported that as the committee's master plan needed to be updated once a year—which will be at its June meeting—he wanted to discuss the process at this meeting. He said that staff will send out the current master plan to the committee within the next week or two and that members should then e-mail him with any suggested changes within the following 30-45 days in order to give him time to make those changes prior to the June meeting. Also, he and Karin will be working on the expenditure planning portion of the master plan in order to be more specific about exactly what they want to spend funds on from this point going forward.

In response to a question by Anne as to the continual growth of these funds, Stacey said that these funds will continually grow unless they hit the statutory limit of \$1 million, in which case they would have to stop collecting (but which collection could be reinstated once the fund dropped below the limit). However, as the systems they have been switching to are not inexpensive, they do want a reserve in these funds to cover the costs of the next generation of upgrades. And it was not anticipated that this fund would ever reach that statutory limit because there were still things they absolutely needed, including radio purchases, other system upgrades, etc., for which budgets will be worked up and put in the master plan.

10. Reports of Committee Members

There were no reports.

11. For Possible Action: Next Meeting Date

The next meeting date is scheduled for June 5, to be held in the meeting room of Fire Station #51 beginning at 8:30 a.m.

12. Public Comment

There was no public comment.

13. For Possible Action: To adjourn

It was moved by Tina Petersen, seconded by Cindy Merrell, with motion carried, to adjourn the meeting at 8:47 a.m.

Recorder: Judy Dietrich