

MINUTES
of the Meeting of the
CARSON CITY
9-1-1 SURCHARGE ADVISORY COMMITTEE
March 1, 2016

The Carson City 9-1-1 Surcharge Advisory Committee held a public meeting on March 1, 2016, beginning at 8:30 a.m. in the meeting room of Fire Station No. 51, 777 S. Stewart Street, Carson City.

1. Call to Order

Chair Anne Keast called the meeting to order.

2. Roll Call and Determination of a Quorum

Voting members present were Denise Bauer, Anne Keast, Tina Petersen, Robert Stanford and Denise Stewart, which constituted a quorum.

Voting member absent was Wendy Talavera.

Also present were Karin Mracek (Carson City Communications Manager), Robert Schreihans (Carson City Fire Chief) and Iris Yowell (Carson City District Attorney's office).

3. Public Comments and Discussion

There were no public comments or discussion.

At this time, Bob Stanford was introduced to the Committee by Chief Schreihans. Mr. Stanford is the newest member of the Advisory Committee. Iris Yowell of the District Attorney's office introduced herself to the Committee, as did the rest of the attendees.

4. For Possible Action: Approval of December 1, 2015 Meeting Minutes

It was moved by Tina Petersen, seconded by Robert Stanford, with motion carried unanimously, that the December 1 meeting minutes be approved as submitted.

5. For Possible Action: Election of a Chairperson and a Vice Chairperson

It was moved by Anne Keast, seconded by Denise Bauer, with motion carried unanimously, that Anne Keast continue to serve as Chair.

After Iris Yowell advised that ayes and nays should be accounted for when making a motion, only ayes were called on the vote for Chairperson – no nays. The motion was carried.

It was then moved by Anne Keast, seconded by Denise Bauer, all ayes in favor of Denise Stewart continuing as Vice Chairperson.

6. Report on Funds Collected and Expended/Obligated from the 9-1-1 Surcharge Fund (Discussion only – No Action)

Spreadsheets with the 9-1-1 surcharge fee financial information were distributed for review. Chief Schreihans reviewed the figures, explaining the new format of the spreadsheet (received from Carson City Finance).

The figures represent the beginning Budget balance - currently \$778,235.00, actual revenue and fund balance – currently \$901,057.00 and expenditures year-to-date – currently \$475,109.00.

Chief Schreihans gave an explanation of some areas in which funds are being spent, which are the Tiburon program, fiber optics for communications systems and bond payments out of the debt service fund.

Karin Mracek asked if the budgeted amount of \$103,130.00 was the first bond payment. Chief Schreihans explained that the amount was indeed the first payment of the ten year bond, and there would be nine more payments to follow. At that point, the bond will be paid off.

The Chief noted an amount of \$185,000.00 being available (unallocated) in the undesignated projects line item.

Chief Schreihans discussed going before the Legislature in the future, with a request for a fee increase which would go toward the surcharge fund.

7. Update on the Status of the Tiburon Project (Discussion Only – No Action)

Karin Mracek explained that the system was up and running, with some areas needing to be addressed with Carson City Information Technology.

Chief Schreihans gave an update on the status of the hardware transition at the Fire Department. He described some issues with mounting/cases for the iPads in Fire Department vehicles and apparatus. Some WiFi problems were encountered at startup, but the connections are now working properly.

Anne Keast asked Chief Schreihans and Karin Mracek if there have been any major problems with the new system, now that it is live. Both the Chief and Karin agreed that no major problems have arisen, although there is a learning curve involved with anything new or different.

Chief Schreihans expanded on the new Electronic Patient Care Reporting (EPCR) system which will be in place soon. Although this is not part of the Tiburon project, it was discussed as another new technology which is being launched.

Anne Keast expressed interest in seeing the new systems in operation, when possible. Chief Schreihans and Karin agreed to show her.

8. Reports of Committee Members (Discussion Only – No Action)

There were no Committee Member reports.

9. Next Meeting Date: June 7, 2016

Anne Keast stated the next meeting date would be June 7.

10. Public Comment

There was no public comment.

11. For Possible Action: To Adjourn

It was moved by Anne Keast to adjourn the meeting at 8:52 a.m.

Recorder: Kristen Pradere