

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

**June 4, 2013**

**1. Call to Order**

Chair Anne Keast called the meeting to order at 8:31 a.m.

**2. Roll Call and Determination of a Quorum**

Members present were Anne Keast, Marjorie Knowles, Cindy Merrell, Tina Petersen (by telephone), and Bernard Sease, which constituted a quorum.

Also present were Stacey Giomi (Carson City Fire Chief), Karin Mracek (Carson City Communications Manager), and Joe Ward (Carson City District Attorney's Office).

**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 as no public was present.

**5. For Possible Action: Approval of March 5, 2013, Meeting Minutes**

It was moved by Bernard Sease, seconded by Cindy Merrell, with motion carried unanimously, that the March 5 meeting minutes be approved as submitted.

**6. Report on Funds Collected and Expended/Obligated from the 9-1-1 Surcharge Fund**

Stacey Giomi distributed spreadsheets on the 9-1-1 surcharge fees collected and the expenditures charged against this fund to date, stating that so far this fiscal year, \$174,901.97 has been collected, and that since the fund's inception, \$886,114.77 has been collected and \$384,391.79 expended, leaving a current balance of \$501,722.98.

**7. For Possible Action: To review the 911 Surcharge Master Plan and make a recommendation to the Board of Supervisors to update the Plan**

Stacey Giomi distributed a copy of the Master Plan, explaining the following suggested changes:

- As background, Stacey said that state law changed during the 2011 legislative session which added a definition of the term “telephone system”—which defined a telephone system as various types of systems (other than just a telephone system) that transmitted information to and from field users. Because of this new definition, the phrase “and the associated dispatch and radio systems” was added under the “Vision” section.
- Under “Goals”, the following goal was added: “To insure that the associated radio and dispatch systems are meeting an adequate and proper level of service to ensure delivery of emergency response personnel to 911 calls for service.”
- Under “Attainment of Goals”, the phrase “and other city agencies” was added in regard to the utilization of staff (instead of having just the Fire Department and Sheriff’s Office listed).
- Under “Review and Update”, the words “dispatch and radio” were added in regard to the 911 system and the word “applicable” was added in regard to the surcharge.
- Under “Revenues/Expenditures”, two fairly large expenditures were added to FY 2014—one in the amount of \$250,000 for a portion of a Computer Assisted Dispatch (CAD) system upgrade and one in the amount of \$175,000 for a phone/radio recording system replacement. Some further modifications were made to succeeding years’ budgets for hardware and software annual fees.
- Under “Capital and Major Project Timeline”, the purchase of a next generation recorder was moved up a year from 2015 to 2014, and the purchase of software and a system version upgrade for the CAD system was added for the same year. As an explanation for these proposed expenditures, Stacey stated that the current CAD system has been in place since 2000 and operates on a Unix server, and that the vendor (Tiburon) for the City’s system will stop supporting the Unix software at some point. Karin Mracek stated that although the Sheriff’s Office had first been looking at a hosted system as a replacement, they were now looking at a different version that was not a hosted system and which was closer to what they were currently using—and they now planned to move to this more doable option. It was mentioned that the money budgeted from this fund would only cover a portion of this conversion. In regard to the recorder, Karin has been researching replacement options by attending demos and seeking quotes for various systems, and the purchase of a second JEI recorder (while keeping the current one) was also being considered.

It was then moved by Bernard Sease, seconded by Cindy Merrell, with motion carried unanimously, that the changes as presented be approved and that Chief Giomi take these changes to the Board of Supervisors for their approval. Stacey stated that this matter will be placed on either the June 20 or the July 3 Board meeting.

## **8. Reports of Committee Members**

There were no committee member reports.

**9. For Possible Action: Next Meeting Date**

The next meeting date is scheduled for September 3, to be held in the meeting room of Fire Station #51 beginning at 8:30 a.m. Anne Keast asked the Vice Chair to chair this meeting as she will be not be able to attend.

**10. Public Comment**

There was no public comment.

**11. For Possible Action: To adjourn**

The meeting was adjourned at 8:47 a.m.

Recorder: Judy Dietrich