

**MINUTES**  
**of the Meeting of the**  
**CARSON CITY**  
**9-1-1 SURCHARGE ADVISORY COMMITTEE**  
**December 1, 2015**

The Carson City 9-1-1 Surcharge Advisory Committee held a public meeting on December 1, 2015, 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 and Tina Petersen (by phone), which constituted a quorum.

Voting members absent were Denise Stewart and Wendy Talavera.

Also present were Karin Mracek (CCSO Dispatch), 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.

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

It was moved by Denise Bauer, seconded by Tina Petersen, with motion carried unanimously, that the September 1 meeting minutes be approved as submitted.

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

Spreadsheets were distributed on the 9-1-1 surcharge fees collected and expended through the current 2016 Fiscal Year. Chief Schreihans reviewed the figures.

The Fiscal Year 2016 Budget is shown as \$323,000.00 (which does not reflect the roll-over amount from Fiscal Year 2015). A roll-over amount of approximately \$540,000.00 will be added to the budget in December. The year-to-date revenue collected for Fiscal Year 2016 was \$57,314.34, which includes fees and interest earned (through November).

Karin Mracek requested a more comprehensive breakdown of the expenditures and revenue, and Anne Keast agreed that would be helpful. A more detailed spreadsheet will be distributed.

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

Karin Mracek reported things are moving forward, and the “go live” is anticipated for February 23, 2016. She stated the iPads were completed on November 11, and training is scheduled for January and February of 2016.

Anne Keast inquired about training, and asked what was involved. Karin explained the impact of training on many Carson City agencies, as well as outside agencies. The Sheriff’s Office, Fire Department, District Attorney’s Office, Juvenile Detention Center, Probation and Parole, Carson City Jail and Dispatch would all be involved with training. The training has been scheduled, which has taken a very detailed planning process. Medical training will be taking place with Matt Merritt on Wednesday, December 9.

Karin reiterated to Chief Schreihans that “go live” is scheduled for February 23, 2016, unless Carson City Information Technology (I.T.) gives notice otherwise.

Chief Schreihans explained the training and equipment update at the Fire Department. He outlined the training that will take place on new iPads, which will replace existing Panasonic equipment. The Chief described the interface process, and how it will relate to new equipment.

Tina Petersen asked the Chief when the iPads will be deploying. Chief Schreihans explained there would be twelve iPads “on” initially at the Fire Department. The iPads would be for communication with dispatch, and another twelve would be utilized on the EMS side at the time of startup in February. He also mentioned that twenty iPads are cheaper to purchase than two Panasonic tough books (the technology being replaced by the iPads).

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

There were no Committee Member reports. Although Chief Schreihans is not a Committee Member, he took the opportunity to call attention to the fact that he would like to see some changes made to the bylaws in regard to an increase in fees collected. Iris Yowell explained that any changes to bylaws would have to be reviewed by the District Attorney's office, and presented to the Committee for approval. Iris and Chief Schreihans agreed that they would discuss this further, and contact the Committee if any special meetings would need to be scheduled. Karin Mracek stated that she would like to be kept informed about any scheduled special meetings or bylaw changes.

**8. For Possible Action: To Schedule 2016 Meeting Dates**

Anne Keast stated the meeting dates scheduled for next year would be March 1, June 7, September 13 and December 6.

**9. Public Comment**

There was no public comment.

**10. For Possible Action: To Adjourn**

It was moved by Anne Keast to adjourn the meeting at 8:55 a.m.

Recorder: Kristen Pradere