

MINUTES
of the Meeting of the
CARSON CITY
9-1-1 SURCHARGE ADVISORY COMMITTEE
December 15, 2016

The Carson City 9-1-1 Surcharge Advisory Committee held a public meeting on December 15, 2016, beginning at 9:00 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: Anne Keast, Denise Bauer, and Denise Stewart, which constituted a quorum.

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

5. For Possible Action: Approval of Purchase of New Phone System/Upgrade for Dispatch

Anne Keast asked Karin Mracek to explain the purchase of the new phone system/upgrade for Dispatch. Karin stated, for the last several years she has included in her equipment plan for Dispatch the upgrade of VESTA 9-1-1 phone system. The contract ended in May of 2016. Karin said the current system would no longer be maintained in 2017. Karin thought the upgrade could wait until the end of 2017, but she found out in October that June 2017 was the drop dead date. The process in order to

complete the upgrade takes about four months from contract to going live. Karin further explained that there is a mandate by FCC to 9-1-1 Service Providers. Carson City's 9-1-1 service provider is AT&T. The Derecho Report mandates that 9-1-1 Service Providers have to do improvements for reliability and make the 9-1-1 system more robust during unanticipated storms. This equipment is in place in Reno. As part of the upgrade Carson City Dispatch would be going to this equipment. This is the reason for the drop dead date because the process takes four months. Karin listed the other counties who are on the Carson City Dispatch selective router: Douglas County, Lyon County, Lander County, Humboldt County and Pershing County. These counties are all ahead of Carson City in the upgrade process meaning they have already upgraded or are in the process. She noted that Washoe County and Clark County have a different service provider.

Karin stated that she met with the representative from AT&T and explained the situation. Karin also met with the Sheriff, Undersheriff, City Manager and Finance Director and explained the immediate need, but there is no money available in the surcharge fund. During their meeting, Karin was told the funding is available.

Karin stated a monthly fee of \$10,169.88 is paid to AT&T. This is paid out of the surcharge fund. These charges that go into the fund also pay for the Tiburon/CAD system. On top of what is paid monthly, the needed upgrade will add a monthly fee of \$4,380 plus a onetime fee of \$4,340 which will cover the next five years with the exception of 9-1-1 texting. When 9-1-1 texting becomes available in this area, it will cost an extra \$19,200 per year, plus a onetime fee of \$12,000 to get started. However this is a couple of years away. There are interim texting solutions that Karin looked into, but these are not of interest because they are very expensive. After researching, Karin noted the best thing to do is wait for AT&T to have texting available in the future and go through VESTA. Bob Schreihans asked Karin if 9-1-1 texting is where someone can text 9-1-1. Karin responded yes.

Karin further explained that the \$4,380 per month increase and one-time fee of \$4,340 covers everything including changes that may need to be made in the network, all of the connections, all of the manual labor from AT&T, as well as including new computers at the Dispatch center for the phones. Bob Schreihans asked who provides the computers; Karin responded that AT&T provides them. Karin mentioned that she emailed with Kent Ames, the AT&T representative, to make sure all charges, fees and equipment were understood and no fees would be added at a later time.

Bob Schreihans reviewed the revenue. He stated it's not that the 9-1-1 Surcharge Committee doesn't have money in the account; it's that the income is overspent. Bob noted that telecommunication fees revenue is \$218,000. He said expenditures include

debt service to pay the bond at \$103,130, the service agreement which is right now budgeted at \$111,303, plus the service agreement projected increase and the maintenance service contracts. Bob further explained how the account is being overspent.

Bob stated right now this can be funded, but in the future the city may need to augment it. The franchise fee may need to be raised. He also stated the fee is at a maximum of \$.25 and only the legislature can change it. Bob mentioned he thought a fee increase might be on the governor's list since they are looking at fees to fix for other infrastructure. Bob stated the fee probably should be one dollar. This increase may be an issue to receive approval on. Bob reviewed the line item account, undesignated projects reflecting a deficit of \$149,654.00. Along with deficits on other line item amounts.

Anne asked what would happen if nothing was done about this situation. Karin responded that in June there would be no 9-1-1 or phones.

Bob asked Karin if AT&T is the only service contract. Karin responded that she has looked at alternatives. She noted that Washoe County has Intrado, however they paid a lot of money to switch from AT&T. Someone mentioned that Washoe has had some issues with their contract.

Karin noted that Kent, the AT&T representative, would be willing to explain everything and answer any questions. Karin stated that this contract will have to go to the Board of Supervisors for approval. Bob confirmed that the 9-1-1 Surcharge Advisory Committee cannot sign the contract, so it will have to go to the Board. This agenda item needs to be posted on Granicus by January 9 to go before the Board of Supervisors on January 19. It was mentioned that it would be a good idea to have Kent attend the Board of Supervisors meeting to answer any questions.

Bob said a new service agreement contract will have to be created and the new agreement will be adding \$48,000. Karin will ask Kent to get started on the contract. The contract will need to go to Bob Schreihans, Laura Tadman and Iris Yowell once created.

Bob noted the information to put into Granicus is the service agreement with AT&T for their 9-1-1 phone upgrade. He asked if Dispatch was receiving anything new and it was confirmed that six computers in Dispatch will be upgraded.

Anne asked if this committee needs to do anything once the contract is put together. Bob responded no, the committee is authorizing the funding and the board is authorizing the debt.

Anne confirmed that the goal is to take this to the Board of Supervisors meeting on January 19.

It was moved by Denise Bauer, seconded by Denise Stewart with all eyes in favor to move forward with the purchase of new phone system/upgrade for Dispatch.

6. Next Meeting Date: March 7, 2017

7. Public Comment

There was no public comment.

8. For Possible Action: To Adjourn

It was moved by Anne Keast to adjourn the meeting at 9:17 a.m.

Recorder: Shelby Price