

MINUTES
of the Meeting of the
Carson City
9-1-1 SURCHARGE ADVISORY COMMITTEE
September 12, 2017

The Carson City 9-1-1 Surcharge Advisory Committee held a public meeting on September 12, 2017, 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 Anne Keast, Denise Bauer, Tina Petersen, Denise Stewart and Wendy Talavera (by phone), which constituted a quorum.

Also present were Dan Yu (Carson City District Attorney's Office), Karin Mracek (Carson City Communications Manager), Sean Slamon (Carson City Fire Chief), Ken Furlong (Carson City Sheriff) and Dave Aurand (Carson City Fire Department Business Manager).

3. Public Comments and Discussion

There were no public comments or discussion.

4. For Possible Action: Approval of June 6, 2017 Meeting Minutes

It was moved by Tina Petersen, seconded by Denise Stewart, with a motion carried unanimously that the June 6, 2017 meeting minutes be approved as submitted.

5. For Possible Action: Approval of June 22, 2017 Meeting Minutes

A motion was made by Denise Bauer, seconded by Tina Petersen, with all eyes in favor, that the June 22, 2017 meeting minutes be approved as submitted.

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

Spreadsheets of the 9-1-1 surcharge financial information were distributed for review. Dave Aurand reviewed the budget spreadsheet. He noted that he spoke with Sheri Russell (Carson City Finance), who said their Department is working on balancing funds forward into FY18.

Dave said the beginning fund balance for FY18 is projected at \$48,500 at this time, but could be higher or lower dependent upon actual funds balanced forward.

He said the currently budgeted expenditure amount for Service Agreement is \$19,247 and \$6,605 for Furniture and Fixtures. A charge of \$6,605 has been spent on Furniture and Fixtures for Fiscal Year 2018, but it was unknown at this time which City Department made this purchase; Dave added that Carson City Fire Department was not involved in this Furniture and Fixture purchase.

Ken inquired if this was the rollover amount from FY17 that the 9-1-1 Surcharge fund could anticipate to begin with. Dave confirmed that it was, but it could change. It was noted that this amount could change after the Board of Supervisors second reading of the ordinance.

There was discussion on when the second reading of this ordinance was scheduled. The Board of Supervisors meeting date is September 21.

7. Status of the Vesta Phone Upgrade and Motorola Radio Console Upgrade (Discussion Only – No Action)

Karin Mracek updated the Committee on the status of upgrades. She noted that the tentative “go live” dates for the Vesta phone upgrade is mid-October.

The radio console funding is in place and end of life for the current console is next year. Carson City Public Works is looking at another vendor, other than Motorola; therefore the decision is not final for the radio console upgrade. Anne Keast asked why another vendor was being looked at. Karin replied that Public Works wants to look at another vendor. Karin added that Dispatch prefers Motorola.

Karin noted that Harris Dispatch Console Equipment will be brought into Dispatch on September 19 for employees to review. Denise Stewart added that the Department of Public Safety (DPS) is changing over to Symphony Dispatch Consoles.

Anne asked what issues might be raised if the radio console vendor changes. Karin was unsure at this time.

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

Anne expanded on the discussion relating to the Board of Supervisors meeting. She expressed her gratitude for the great work that was done by Kathie Heath and others who assisted with putting the 9-1-1 Surcharge Advisory binder together, which includes the business impact statement, Bylaws and Master Plan revisions. Ken Furlong will forward a copy of this binder to Karin Mracek so she can make copies for all Committee members.

Ken reiterated that the second reading of the ordinance amending Title 4, Chapter 4.05 is scheduled to go to the Board of Supervisors on Thursday, September 21. He added that the 9-1-1 Surcharge Advisory Committee will need to schedule a special meeting to finalize the Draft 9-1-1 Surcharge Master Plan. The Draft Master Plan and budget will need to be finalized and approved by the Committee in order to go before the Board of Supervisors for final approval.

Tina Petersen asked Ken what could be anticipated as far as revenue being collected at this new rate as well as a timeframe for getting this ordinance update to carriers. Ken replied it will be January before actual funds, at this new rate, begin to roll in. Ken added that there is a massive amount of vendors, but different counties have a different rate that the vendors will be charging.

9. Next Meeting Date: December 5, 2017

Anne Keast stated that the next official meeting date is scheduled for December 5, but special meetings may be scheduled as needed.

10. Public Comment

There was no public comment.

11. For Possible Action: To adjourn

It was moved by Tina Petersen to adjourn the meeting at 8:51 a.m.

Recorder: Shelby Price