

**Minutes
of the Meeting of the
Carson City
9-1-1 SURCHARGE ADVISORY COMMITTEE
January 25, 2022**

The Carson City 9-1-1 Surcharge Advisory Committee held a public meeting on January 25, 2022, beginning at 8:30 a.m. in the meeting room of Fire Station 51, 777 S. Stewart Street, Carson City.

1. Call to Order

Chair Denise Stewart called the meeting to order.

2. Roll Call and Determination of a Quorum

Voting members present were Denise Bauer, Denise Stewart, Katie Durbin and Daniel McKeehan which constituted a quorum.

Voting member absent was Bryson Gordon.

Also present were Sean Slamon (Carson City Fire Chief), Ken Furlong (Carson City Sheriff), Adam Tully (Carson City District Attorney's Office), Kathie Heath (Volunteer), Nancy Merritt (Carson City Fire Department), Casey Otto (Carson City Sheriff's Office), Jenn Stoffer (Interim Communications Manager), Jim Primka (Carson City Sheriff's Office), James Jacklett (Carson City Public Works), Randall Rice (Carson City Public Works), Bryan Dagerman (PK Electrical Consulting), Aaron Lowe (Carson City Fire Department), Frank Abella (Carson City Information Technology), Dan Stucky (Carson City Public Works), Ron Reed (Carson City Facilities Maintenance) and Darren Anderson (Carson City Public Works) *by phone*.

3. Public Comment**

There were no public comments.

4. For Possible Action: Approval of October 19, 2021 Meeting Minutes.

It was moved by Katie Durbin, seconded by Dan McKeehan, with all eyes in favor that the October 19, 2021 meeting minutes be approved as submitted.

5. For Possible Action: Discussion and Possible action regarding the election of a Chair and Vice Chair.

It was moved by Katie Durbin and seconded by Denise Bauer for Denise Stewart to remain as Chair of the 9-1-1 Surcharge Committee. With all ayes in favor, this action was approved.

It was moved by Katie Durbin and seconded by Denise Bauer for Daniel McKeehan to remain as Vice Chair of the 9-1-1 Surcharge Committee. With all ayes in favor, this action was approved.

6. For Discussion Only (No Action): Discussion and presentation on revenue and expenditures in the 9-1-1 Surcharge Fund. *(Kathie Heath)*

Kathie said that there was nothing unusual to report and that everything has been identified. It was explained how the financial reports that were provided for review showed that the remaining balance from last year have been moved and carried over to the current year. It was also reported that there was one item that was being addressed, with the help of Casey Otto, which is a \$15,000 charge that was charged to the Surcharge that should have been charged to Public Works. Once this is resolved, the money will be brought back to the Surcharge. Kathie stated that included were projections for agenda item eight - "UPS" equipment upgrades at the Public Safety Dispatch Center on the report should the "UPS" project move forward.

7. For Possible Action: Discussion and possible action regarding the expenditure of an amount not to exceed \$115,500 over a five-year period to Bryx, Inc. for a Station Alerting program, and related support, that allows for resource-based paging, redundancy, and compatibility with P25 radio technology. *(Aaron Lowe)*

Aaron Lowe reported on the process of why Bryx was chosen for the Station Alerting System. Aaron will be working with James Jacklett who will coordinate the installation with station alerting and any factors that IT would be involved in. Aaron is asking for the money in order to move forward. Aaron said that if at any time it is decided that Bryx is not compatible with Control Systems, IT, or any other areas, it would be brought back before the Committee to reevaluate other options. At this time this is the direction that has been decided to go in for now.

Dan McKeehan asked about the original \$115,600 that had been approved for this project, (Kathie interjected that there was \$113,600 left at this time). Dan asked if this is included in that original amount. Aaron responded with yes. Dan then asked if this will be for all fire stations and all personnel. Aaron said yes and that two Carson City Sheriff employees are currently demoing it as well. Dan asked if this system was tone based or verbal. Aaron answered that it will be both.

Sean Slamon interjected that this new system will be able to move to, as well as be compatible at the new fire station.

Denise Stewart asked how soon this would be put into place. Aaron answered hopefully by the end of the fiscal year.

Dan asked what the action was on this item since money had already been previously approved? Adam Tully responded that it would be to approve this new amount with this new vendor.

Kathie asked if this will be something paid monthly, annually, or a one time out pay. Aaron responded that there were two options, a onetime purchase or pay over five years. Ken Furlong asked if the onetime purchase covered five years. Aaron answered yes.

Denise asked if there was a large difference between the two payment proposals? Aaron answered no, it was just dividing up the payments. Aaron offered the estimates to anyone who wanted them to review. Dan asked if an option needed to be chosen? Adam said no, that as long as the proposal amount stayed under the original \$115,000 there was flexibility. Katie asked if this will need to go before the Board of Supervisors and Adam answered with yes.

It was moved by Katie Durbin, seconded by Dan McKeehan, with all eyes in favor of approving item as presented.

8. **For Possible Action:** Discussion and possible action regarding the expenditure of an amount not to exceed \$338,200 to construct uninterruptable power supply (“UPS”) equipment upgrades at the Public Safety Dispatch Center. *(Randall Rice, Darren Anderson)*

Randall Rice gave a brief background of the project. In July 2020, the Carson City 911 Dispatch Center Assessment Report by PK Electrical was presented. There were 11 deficiencies. #1 and #2 took priority. #1 is under way. \$60,000 was requested to proceed with the design and engineering of priority #2 – which is the UPS System. At this time \$19,000 has been expended to bring the report that Randall provided for this meeting. An additional \$12,000 is being requested to proceed into construction. This is to cover any unforeseen changes or updates that may occur during construction. The total amount requested was \$370,000. \$338,200 is now being requested, as \$60,000 has already been approved. The full amount will not be used. It is suggested that roughly \$28,200 will be returned to the Professional Services fund and the \$338,200 would come from the Capital account or however Carson City finance decides to see it through. The requested \$338,200 is to construct. This amount is all inclusive. The original estimate was for \$200,000. However due to the rise in costs for supplies there is cause for the increased amount.

Dan McKeehan asked if the existing analog radio system will continue to be used. James Jacklett answered that the City is in the process of upgrading which is expected to be completed in 2025. We are currently in an interim migration phase. James answered Dan’s question with, there is a certain amount of equipment at the 911 Dispatch Center that will remain and maybe be reduced, but will not substantially affect the sizing of the UPS System.

It was asked what percentage capacity will the UPS be at the end of the installation. Bryan Dagerman answered approximately just under fifty percent for the entire system. One UPS will be able to carry the full load of the electrical infrastructure. There are two UPS systems, so that if one needs to come down for maintenance or goes out, the other UPS will still be able to carry the entire load.

It was moved by Denise Bauer, seconded by Katie Durbin, with all eyes in favor of approving items presented.

Kathie Heath reminded that \$200,000 from the original quote was already in place and that the difference of \$138,200 is the additional amount to reach the \$338,200.

Dan asked what the estimated time of completion is? Randall responded that due to the demand for supplies being so high right now, the completion would probably happen in the fall of 2022. Bryan confirmed this time frame.

Dan asked if there was fire suppression. Bryan responded with no, there is a fire alarm. It was explained that because the room is also a telecommunication room, it is exempt in the International Building Code for suppression.

Ken Furlong asked if the current UPS System was stable with regards to the new project's completion in the fall. James answered that the old system is working today and that there are back up steps to be taken should it go down.

9. For Discussion Only (No Action): Reports of Committee Members

None.

10. Public Comment**

There were no public comments

11. For Possible Action: To adjourn

Katie Durbin motioned to adjourn at 9:06 a.m.

Recorder: Nancy Merritt