

**MINUTES**  
**of the Meeting of the**  
**Carson City**  
**9-1-1 SURCHARGE ADVISORY COMMITTEE**  
**April 17, 2018**

The Carson City 9-1-1 Surcharge Advisory Committee held a public meeting on April 17, 2018, 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, Denise Stewart, Wendy Talavera, Stacey Giomi, and Tina Petersen (*by phone*) which constituted a quorum.

Also present were Karin Mracek (Carson City Communications Manager), Ken Furlong (Carson City Sheriff), Kathie Heath (Carson City Sheriff's Office – *retired*), Iris Yowell (Carson City District Attorney's Office), and Sean Slamon (Carson City Fire Chief).

**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**

Anne informed the Committee that the week of April 8<sup>th</sup> was Dispatchers Week and said how thankful she is for Carson City's Dispatchers.

**5. For Possible Action: Approval of January 23, 2018 Meeting Minutes**

It was moved by Stacey Giomi, seconded by Denise Bauer, with all ayes in favor that the January 23, 2018 meeting minutes be approved as submitted.

**6. For Possible Action: Election of a Chairperson and a Vice Chairperson**

It was moved by Stacey Giomi, seconded by Denise Bauer, with all ayes in favor to appoint Anne Keast as the chairperson for the 9-1-1 Surcharge Advisory Committee.

It was moved by Anne Keast, seconded by Wendy Talavera, with all ayes in favor to appoint Stacey Giomi as the vice chairperson for the 9-1-1 Surcharge Advisory Committee. Stacey noted that he could hold the vice chairperson seat but said he is running for Carson City Supervisor and would have to resign from the 9-1-1 Surcharge Advisory Committee if he won. Iris Yowell noted that elections for chairperson and vice chairperson would need to take place again in January 2019 to ensure annual requirements are being met.

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

Copies of the 9-1-1 surcharge financial information were distributed for review. Kathie Heath explained that there was nothing unusual to report on expenditures in the quarterly financial report. She said money is currently being spent on the body cameras which was previously approved. Kathie reported that the revenue is increasing, but is not quite where the Committee would like it to be yet.

Ken Furlong asked if there was a way of knowing if all agencies were paying the surcharge fee. Kathie responded that there is some difficulty obtaining this information. Stacey Giomi asked if all agencies were paying the new rate. Iris reported that there is struggle with a few agencies paying this new rate; Ken asked Iris why this was. She responded that some agencies do not agree with the fact that they should have been paying the new rate since November. The legal teams are in disagreement on this. Some companies think they should not have to pay the new rate until July 1. Kathie asked if these agencies were still paying the old rate in the meantime. Iris was unsure the answer to this question. Kathie noted that there is a significant delay in the recording of revenue versus when it is received.

Stacey Giomi asked if the issue was resolved with the IP Phone Systems, specifically Charter Communications and asked if money was being received from them. Iris was unsure. Stacey said there was an issue at one time because the law was not specific about IP Phone Systems, but the language changed in the legislature some years back to specifically mention IP Based Phone Systems. Iris noted that companies will be sent to collections if they do not pay because there needs to be consistency with everyone. There is not a date set for when these companies will be sent to collections.

Tina Petersen asked to be informed if there were any discrepancies or questions with AT&T. Kathie said she does not believe there were any discrepancies with AT&T, but she would know more when she receives the next report from the Carson City Treasurers Office.

Karin Mracek asked Kathie Heath if there would still be enough money to cover the body cameras if the monthly revenue did not increase. Kathie said she would report on this in agenda item number eight.

**8. For Possible Action: Approval of the Fiscal Year 2019 Surcharge Budget, To Include Expenditures for Body Cameras, Maintenance Contracts, The Bond Payment, The Addition Of Smart 911, and Unanticipated Needs**

Kathie Heath reported on the Fiscal Year 2019 surcharge budget. She said since the revenue is not coming in as high as hoped she had to make changes in what she included in the FY 2019 budget. She said all that was included in the FY19 budget is the body cameras and one piece of equipment for Dispatch. Kathie also included \$5,000 in the Operating line item and \$5,000 in the Small Furnishings line item. She said the Fiscal Year 2019 revenue projection is at \$500,000 and she is confident that revenue will be received. She noted if all agencies paid the \$1.00 surcharge fee revenue would be \$800,000. Kathie told Karin body cameras and other small items would be covered. Kathie noted once all agencies are paying the \$1.00 surcharge fee this additional revenue can feed into the budget for other items the Committee has talked about such as Text to 911, Tiburon Maintenance, equipment reserves, radios, and workstation replacement. These items are not listed in the budget but can be added as the revenue increases.

Stacey Giomi said that Kathie budgeted \$41,000 per month and the revenue is about \$61,000 per month. Kathie confirmed that she is projecting revenue at \$41,000 per month even though \$61,000 per month is what is being collected. Kathie said she spoke with Sheri Russell (Carson City Finance Department) and when budget revisions are done in November the higher number will be listed. Kathie wanted to make sure all of the NRS required items were covered at this meeting.

Karin Mracek said the Dispatch consoles are meant to be used for 10 years and Dispatch has been using them for 17 years. Kathie Heath said the items that had to be pulled from the budget can be prioritized and as money comes in purchases can be made.

There was additional discussion as Stacey Giomi asked if the Committee wanted to prioritize the additional items that were not in the base budget or if the Committee wanted to just approve them. Kathie said these items were created months ago, so Karin may have other needs.

It was moved by Wendy Talavera, seconded by Denise Stewart, with all eyes in favor to approve the amended motion, presuming if funding is available the items are approved for expenditure based on staff approval.

Stacey asked Kathie to keep the Committee updated on money being spent.

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

Karin Mracek reported on Smart911 which is part of a larger program called Rave911 Suite. This program enables the public to enter their profile into a secure web based system that will be triggered by a 911 call to PSAP (public safety answering point). The information they choose will be displayed for the dispatcher on the CAD computers in a separate window. This service will be free to the public. The profile is tied to the phone number. Karin further explained that she has a profile tied to her cell phone number. She said if she is in another city that currently has this system, that PSAP will receive her information as well. If a phone call was made from a cell phone at home, the PSAP would have a list of all of the resident's pets and address directions. Many other things can be added such as current medication, health problems, on site medical devices, sensory impairments, etc. Karin said this system is not searchable by the dispatchers and will only be triggered by the 911 call from the phone entered into the system.

Karin explained that there is a separate feature that is part of the quote that will be very valuable. Carson City Dispatch has been keeping all of the business responsible information current for all businesses and have been updating this information in the AS400 system that is maintained by Carson City IT. This system will no longer be maintained and this information may be lost. Smart911 has a feature called Smart Facilities. Dispatch will be able to keep the responsible information in this system and it is searchable by authorized users. Karin was unsure if an upload could be done from the information in AS400 to the program. Stacey Giomi asked how this information gets to the field units. Karin responded that this system is not cross referenced with CAD. She said there would need to be verbal communication from dispatchers to the field. She added that the cost would increase to be able to integrate this information.

Karin had the quotes available for the Committee to view. She explained that this would cost \$11,500 for the first year and \$7,500 for each year following. Dispatchers could convey the information over the radio and document information in the call. Stacey added that it would be great to be able to get this information into the field. Karin did not have the quote for the cost for cross referencing. Ken Furlong asked about residential phones; Karin said two different phone numbers can be added. Ken also asked if a person could

list a DNR on this system. Karin said this would not be binding, but the resident could list in the profile where the DNR was located in the residence.

Ken asked when this program could begin to roll out. Karin responded as soon as funds were available.

Sean Slamon asked if any of the surrounding agencies were using this system. Karin said that Elk Grove, Concord, Brentwood, and Kern County Sheriff's Office are using the system.

Ken said he would love to involve Carson City IT and do information sharing for this system to the public. Stacey agreed that this would be a great service to the public.

**10. Next Meeting Date: July 17, 2018**

**11. Public Comment**

There was no public comment.

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

It was moved by Stacey Giomi to adjourn the meeting at 8:57 a.m.

Recorder: Shelby Price