

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

The Carson City 9-1-1 Surcharge Advisory Committee held a public meeting on July 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, Tina Petersen, and Stacey Giomi (*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**

There were no public comments or discussion.

**5. For Possible Action: Approval of April 17, 2018 Meeting Minutes**

It was moved by Denise Stewart, seconded by Denise Bauer, with all ayes in favor that the April 17, 2018 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)**

Copies of the 9-1-1 surcharge financial information were distributed for review. Kathie Heath reported that the budget is on track and revenue is up based on what it was projected to be at this time. Kathie also reported that the 9-1-1 Surcharge Fees Collected

document shows revenue through April and the Financial Report shows revenue through May because of timing. Kathie said the Committee originally anticipated the ending fund balance to be around \$50,000; right now it would be around \$300,000. Kathie explained that now may be a good time for the Committee to look at some of the Capital items that were pulled from the budget to be filtered back in when funds were available. Anne Keast asked how the Committee would like to filter these items back in to the budget; Kathie said the list of needs was identified one year ago and needs or priority of needs may have changed since then. Kathie said some important needs on the list that the Committee may want to consider are Text to 911, Tiburon System Maintenance, \$100,000 for equipment reserves, \$100,000 for radio infrastructure, and \$85,000 for Dispatch workstation replacement.

Chief Slamon asked Karin Mracek if the \$85,000 workstation replacement cost was low; Karin said she can update this quote as it was received one year ago; she added that she has been working with two different companies on this. Kathie Heath said before any purchases can be made this might have to go to bid. Ken Furlong asked Karin to work with Carson City Purchasing and Contracts to obtain the needed bids to begin this workstation replacement process.

Ken Furlong said one item of concern for him is the radio infrastructure. He said the Public Safety entities have said for years that this needs to be a major priority. Kathie added that originally the Committee discussed setting aside \$100,000 for radio infrastructure which was based on receiving \$820,000 per year in revenue. Kathie said the equipment reserve funds were for unidentified equipment needs, but radio infrastructure is probably higher on the list. Kathie added that budget augmentations will take place in September and January and this should be when these decisions are made so the money is placed in the correct areas.

Kathie Heath said she will make changes to the “approved as funding allows” list.

**7. Notification from Carson City Information Technology regarding a change in the use of Internet connection relative to the body cameras (Discussion Only – No Action)**

A Use of Bodycam Internet Connection document was distributed for review. Kathie Heath said she was informed that Carson City Information Technology was making changes to the charges of internet costs to the surcharge. Carson City Information Technology did not realize that any changes to the surcharge had to go before the 9-1-1 Surcharge Advisory Committee. Karin Mracek wanted to make sure she understood correctly and asked for clarification on the surcharge paying for the City at large to use

this. Kathie said as it turns out there is much greater bandwidth from Charter than is needed so the surcharge is paying for all of this. The amount of bandwidth was what the Committee thought would be needed for body cameras; however, it has additional space which is being used for other Public Safety related items. Committee members were in agreement that it would be helpful for a member from Carson City Information Technology to attend the next 9-1-1 Surcharge Advisory Committee meeting and explain this more in detail.

Anne Keast asked if body cameras for law enforcement had been purchased. Ken Furlong said these had been purchased and are in use.

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

Anne Keast asked Karin Mracek how things were in Dispatch. Karin responded that the consoles need replacement, so she was glad to have been approved to move forward. Karin noted that she would have more information regarding Text to 911 next meeting.

Anne Keast asked Sean Slamon how things were at the Carson City Fire Department. Sean said it is going to be a busy summer.

**9. Next Meeting Date: October 16, 2018**

**10. Public Comment**

There were no public comments or discussion.

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

It was moved by Stacey Giomi to adjourn the meeting at 8:48 a.m.

Recorder: Shelby Price