

MINUTES
of the Meeting of the
Carson City
9-1-1 SURCHARGE ADVISORY COMMITTEE
October 16, 2018

The Carson City 9-1-1 Surcharge Advisory Committee held a public meeting on October 16, 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 Stewart, Tina Petersen, and Stacey Giomi 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), Sean Slamon (Carson City Fire Chief), and James Underwood (Carson City Information Technology).

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.

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

It was moved by Tina Petersen, seconded by Stacey Giomi, with all eyes in favor that the July 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) (*Kathie Heath*)

Copies of the 9-1-1 surcharge financial information were distributed for review. Kathie Heath reported that this information included the final 9-1-1 surcharge amounts received

in fiscal year 2018 which were significantly higher than anticipated. The anticipated revenue amount was \$400,000 and the actual amount received was \$589,000. This difference will roll over to the fund. Kathie said also included with this information was the current fiscal year revenue; all agencies are paying the surcharge fee.

Kathie said there was nothing unusual to report on expenditures and no money had been spent that was not previously approved. Kathie said she asked Casey Otto (Carson City Sheriff's Office Business Manager) to do a budget revision request for \$95,000 for Dispatch furniture and \$10,000 for other incidentals.

Ken Furlong asked Karin Mracek when she anticipated the furniture install to be complete at Dispatch. Karin said she would need to have the quote reviewed by someone in Carson City Information Technology and Dispatch would be ready for install. Kathie said as soon as Casey Otto is done with the budget request the contract will need to go before the Board of Supervisors and this should be ready to move forward. Kathie concluded by saying no changes had been made on the approved as funding allows list.

Ken Furlong said now might be a good time for Kathie to draft a similar five year plan to present back to the Surcharge Committee so by the next budget cycle the plan has already been approved by the Committee. Ken said the five year plan needs to be discussed; in the past couple of years the radio infrastructure had been talked about as a high priority and how it would be budgeted. James Underwood said the aging technology equipment at the Dispatch center that runs CAD should be considered as part of this. Ken recommended that Kathie meet with Committee members on the anticipated needs over the five years to include in the draft plan and adjustments can be made as the Board sees fit. Kathie said the special revenue fund has to go before this Committee for approval.

Kathie Heath said the Smart 911 was originally paid for out of the general fund, but the ongoing costs were to be paid out of the surcharge for next fiscal year.

7. Further Explanation from Carson City Information Technology regarding the change in the use of Internet connection relative to the body cameras (Discussion Only – No Action) (James Underwood)

James Underwood reported that a high speed internet connection was installed to support the transfer of bodycam data to the website that contains the video from the body cameras. He said Carson City Information Technology (CCIT) would like to utilize that connection in conjunction with an additional connection that Carson City is installing which will create a more reliable solution. James said this means City traffic would use the connection that the City is paying for and bodycam traffic would use the other

connection, but in the event that one of these connections goes down, all traffic could be swapped to the same line. James added that the connections are fast enough to support all of the traffic on either connection. He said there was question about speed and extra capacity and the reason for the extra capacity was so all bodycam video from one shift could be transferred within a reasonable amount of time. In order to transfer this body camera video, the fast connection was needed, otherwise cameras take time to download video and may not be ready the next time they need to be used. James said there are periods of low traffic when all video has been transferred which is where the excess capacity comes from.

Ken Furlong said there have been complaints about outside entities being able to access these body camera videos. Ken asked whose responsibility this was and James said this was the responsibility of Evidence.com. James asked if Ken was speaking of people outside of the City being able to access these and Ken said yes. James said Evidence.com is the entity on the web that stores the video and is responsible for the speed of access and ability to access the site. Iris Yowell said this does not mean it cannot impact the criminal cases in the way Ken was asking the question. She said there is a duty to turn this data over and if the appropriate personnel cannot access the data that is uploaded to the site there could be a complaint; this was separate from what James was talking about. James said if CCIT has not given the person the correct information to access the data, they would not be able to access it.

Stacey Giomi asked why this data could not be provided to the requestor rather than them being able to access it from the site. Iris Yowell said there is a huge burden for the Carson City District Attorney's Office and the Carson City Sheriff's Office to turn this data over and the best way to do this is to upload the data to a secure site and give the requesting agency access to that specific data. Iris said the requestor can only get data requested and there is a record most of the time for what they have retrieved.

There was question about data capacity and where the information was stored; James Underwood said this information is stored in a data center run by a third party that Evidence.com uses. Iris asked if the uploads would or would not impact that. James said there is so much data being transferred from the videos that could impact the website. Ken Furlong asked what percentage of the data line that was installed was being used by the body cameras. James said every time deputies go off shift and load their cameras, 70-80% of the capacity is being used for a period of one to two hours. Stacey asked if there would be value in having an intermittent storage area where deputies could offload the data to a server in the Sheriff's Office and then at a time when data usage is low this is uploaded to Evidence.com. James said there is plenty of capacity with the line that was

installed; the system and workflow that Evidence.com has set up has to be used and Evidence.com does not have a provision for this that he is aware of.

Tina Petersen asked if data was being uploaded in real time periodically throughout the day. James responded that data is uploaded at the end of each shift.

Ken Furlong asked Iris if the high speed data line could be used for Alternative Sentencing. Stacey said he did not see an issue with this because there are other items paid for in Dispatch that are used by entities not provided for in the 9-1-1 surcharge that are ancillary to that. Iris said she would agree, but without looking further into this she was not certain, although she did not see an issue with it either. Stacey said from his recollection when this item was initially being testified to the Legislature, it was discussed there would be ancillary uses that would occur.

James asked if CCIT needed to go through an approval process to use this line in the way described. Iris said this was not an action agenda item and any action would need to be on the agenda at a future meeting. James asked if CCIT could leverage both lines as discussed to make both more reliable. Stacey said he did not think this would need to be added to a future agenda as this was already paid for and the expenditure already approved by the 9-1-1 Surcharge Committee. Iris said she was alright with this decision, but would obtain additional information from James, and if this item needed to come back before the 9-1-1 Committee, it would.

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

There was no discussion on this agenda item.

9. For Possible Action: To approve the schedule of next year's meeting dates

It was moved by Stacey Giomi, seconded by Denise Stewart, with all eyes in favor to accept January 15th, April 16th, July 16th, and October 15th as the meeting dates for calendar year 2019.

10. Public Comment

Anne Keast reported she would be resigning from the 9-1-1 Surcharge Committee after serving for the last 11 years. Stacey Giomi said when this Committee was originally formed he and Ken Furlong could not have thought of a better person to ask to join the Committee as Chair. He added that Anne had been so dedicated to public safety here in Carson City and told her how much the Committee appreciated her. Ken Furlong said this

Committee has grown to have significant impact on the community; Anne has lead that charge and it will be hard to replace her.

Stacey said he noticed on the Carson City website that the 9-1-1 Surcharge Advisory Committee had openings for members and asked whose terms were expiring. Ken Furlong said that Wendy Talavera submitted her resignation as she was no longer a resident of Carson City, which is one of the requirements for members. Stacey said it has always been difficult to fill seats on the Surcharge Committee because it is technical and is difficult to find people with the background to make the decisions that need to be made. It is an NRS requirement that this Committee be in place. Ken asked if this Committee reviewed the applicants. Iris Yowell said this is a process that goes before the Board of Supervisors.

11. For Possible Action: To adjourn

It was moved by Stacey Giomi to adjourn the meeting at 8:59 a.m.

Recorder: Shelby Price