



# WASHOE COUNTY

Integrity Communication Service

[www.washoecounty.us](http://www.washoecounty.us)

## STAFF REPORT

**BOARD MEETING DATE:** October 9, 2018

**DATE:** Thursday, October 04, 2018

**TO:** Board of County Commissioners

**FROM:** Quinn Korbolic, IT Manager  
775-328-2348, qkorbolic@washoecounty.us

**THROUGH:** Craig Betts, Chief Information Officer

**SUBJECT:** Approve the reimbursement of travel and training related to public safety training courses and conferences approved by the 911 Committee for each of the primary Public Safety Answering Points (PSAPs) of the City of Reno, the City of Sparks and Washoe County in an amount not to exceed [\$55,000] for travel and not to exceed [\$45,000] for seminars and meetings for Fiscal Year 2018-2019. Total expenditures not to exceed [\$100,000] to be funded within the adopted Enhanced 911 Fund operating budget. (All Commission Districts)

---

### **SUMMARY**

The 911 Emergency Response Advisory Committee recommends that the Board of County Commissioners approve the reimbursement request for travel and training not to exceed [\$100,000] for Fiscal Year 2018-2019. Total expenditures are to be funded within the adopted operating budget of the Enhanced 911 Fund. There are four annual educational opportunities members of the PSAPs have traditionally attended: APCO International, the Tri-CON Annual Training Conference, IAED (International Academies of Emergency Dispatch) Navigator, and NENA (National Emergency Number Association).

**Washoe County Strategic Objective supported by this item:** Safe, Secure and Healthy Communities

### **PREVIOUS ACTION**

On May 22, 2018, the Board of County Commissioners adopted the Enhanced 911 budget for Fiscal Year 2019.

On September 12, 2017, the Board of County Commissioners authorized the travel and training budget request for two (2) individuals from each of the three (3) primary Public Safety Answering Points (PSAPs) to attend up to a total of four (4) Public Safety Training Courses in an amount not to exceed [\$40,000] for travel and no to exceed [\$20,000] for seminars and training for Fiscal Year 2017-2018.

**AGENDA ITEM # \_\_\_\_\_**

On June 28, 2016, the Board of County Commissioners authorized the travel and training budget request for two (2) individuals from each of the three (3) primary Public Safety Answering Points (PSAPs) to attend up to a total of four (4) Public Safety Training Courses in an amount not to exceed [\$40,000] for travel and no to exceed [\$20,000] for seminars and training for Fiscal Year 2016-2017.

On December 8, 2015, the Board of County Commissioners approved the Travel/Training request for two (2) individuals from each of the three (3) primary Public Safety Answering Points (PSAPs) to attend a total of three (3) Public Safety Training Courses in an amount not to exceed [\$49,781.60] total for Fiscal Year 2015-2016. Total expenditures, to be funded within the adopted operating budgets of the E911 Fund.

On June 17, 2014, the Board of County Commissioners approved the travel/training request for two individuals from each of the three primary PSAP's (Public Safety Answering Points) to attend a total of four Public Safety Training Courses [not to exceed \$48,000] total for Fiscal Year 2014-2015. Total expenditures to be funded within the adopted operating budgets of the E911 Fund.

On April 22, 2014, the Board of County Commissioners approved the Travel/Training request in an amount not to exceed [\$19,697] for registration for two training conferences; and travel expenses in an amount not to exceed [\$13,559] for a total amount not to exceed [\$33,256.00] for Fiscal Year 2013-2014.

On February 11, 2014, the Board of County Commissioners approved reimbursement for non-County employee Travel/Training expenses for the Tiburon Conference September 25-27, 2013 to the City of Reno in the amount of [\$2,213.50]. Total expenditures to be funded within the adopted operating budgets of the E911 Fund.

On April 23, 2013, the Board of County Commissioners approved non-County and County employee travel and registration funding for two (2) individuals from each of the three (3) primary PSAPs to attend three (3) training conferences: 1) April 16-19, 2013 – Navigator conference in Salt Lake City, Utah, early registration cost per person [\$515.00]; 2) June 16-20, 2013 - National Emergency Number Association (NENA) in Charlotte, North Carolina, early registration cost per person [\$729.00]; and 3) August 18-21, 2013 - National Association of Public Safety Communication Officials in Anaheim, California, early registration cost per person [\$425.00] for an amount not to exceed [\$24,000] for travel; and [\$24,000] for registrations, seminars and meetings, for an amount not to exceed a total of [\$48,000] in Fiscal Years 2012-2013 and 2013-2014.

On April 12, 2011, 11-286, the Board of County Commissioners authorized non-County and County employee travel and registration funding for one dispatch employee from each of the E911 Public Safety Answering Points to attend the National Association of Emergency Dispatch Navigator conference and/or preconference workshops from April 17-22, 2011, in Las Vegas, Nevada [approximate amount \$6,500, not to exceed \$7,000 Fiscal Year 2010/11 total expenditure - to be funded within the adopted operating budget of the E911 Fund].

On February 23, 2010, 10-151, the Board of County Commissioners authorized travel and registration for one employee from each of the three primary E911 PSAPs to attend the National Association of Emergency Dispatch (NAED) Navigator conference from April 27 to May 1, 2010, in Orlando, FL; National Emergency Number Association (NENA) conference from June 6-11, 2010, in Indianapolis, IN; and the Association of Public Safety Communications Officials (APCO) conference from July 31-August 4, 2010, in Houston, TX.

### **BACKGROUND**

NRS 244A.7645(3)(a)(2) provides, in part, that E911 funds “must be used only... [to pay] costs for personnel and training associated with the routine maintenance and updating of the database for the system.” In the past, the Washoe County District Attorney’s staff has advised the E911 Emergency Response Advisory Committee that it must articulate a nexus between proposed training and the stated purpose of the statute (supporting software database maintenance and call taking), in which case, the expenditure of surcharge funds for such training would be permissible. Here, the E911 Emergency Response Advisory Committee has determined that such a nexus exists and recommends approval of the training. Travel may be included as “costs” of training. This request is for Fiscal Year 2018-2019 attendances funded within budget parameters of the “not to exceed” amount.

### **FISCAL IMPACT**

The Fiscal Year 2018-2019 Adopted Budget has sufficient budget authority within the Enhanced 911 Fund (208) in the amount of [\$100,000] from C800801; GL 710509 (Seminars and Meetings) [\$45,000] and GL711210 (Travel) [\$55,000].

### **RECOMMENDATION**

Approve the reimbursement of travel and training related to public safety training courses and conferences approved by the 911 Committee for each of the primary Public Safety Answering Points (PSAPs) of the City of Reno, the City of Sparks and Washoe County in an amount not to exceed [\$55,000] for travel and not to exceed [\$45,000] for seminars and meetings for Fiscal Year 2018-2019. Total expenditures not to exceed [\$100,000] to be funded within the adopted Enhanced 911 Fund operating budget.

### **POSSIBLE MOTION**

Should the Board agree with the recommendation, a possible motion would be: “Move to approve the reimbursement of travel and training related to public safety training courses and conferences approved by the 911 Committee for each of the primary Public Safety Answering Points (PSAPs) of the City of Reno, the City of Sparks and Washoe County in an amount not to exceed [\$55,000] for travel and not to exceed [\$45,000] for seminars and meetings for Fiscal Year 2018-2019. Total expenditures not to exceed [\$100,000] to be funded within the adopted Enhanced 911 Fund operating budget.”