

# Southern Nevada Area Communications Council

## MEETING MINUTES

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Date: May 20, 2015

Location: Las Vegas Valley Water District  
Mead 3 Conference Room  
1001 S. Valley Boulevard  
Las Vegas, NV 89107

Time: 10:00 A.M.

Board members present: Lou Amell, Vice Chairman  
Brian Nebeker James Morwood Scott Mazick  
Jeff Buchanan Jeff Lytle Kevin Nicholson

### Call to Order

- Meeting was called at 10:03 A.M. by Vice Chairman Lou Amell.

Public Comment: None Given

Unless otherwise stated, items may be taken out of the order presented on the agenda, and two or more items may be combined for consideration. The Board may also remove an item from the agenda or delay discussion relating to an item at any time

1. **Approve the agenda with the inclusion of tabled and/or reconsidered items, emergency items and/or deletion of items, and approve the minutes of the May 20, 2015 meeting (*FOR POSSIBLE ACTION*)**
  - Motion was made to approve the agenda; motion passed unanimously.
2. **Approval of the Genesis Quote – Hardware Upgrade. (*FOR POSSIBLE ACTION*)**
  - Administrator Goss stated that Genesis is used to pull reports for monthly meetings. This is a great tool that SNACC uses for their daily operations. Administrator also stated that SNACC needed to upgrade their computers because they are about 7 years old. The total costs for the computers and software and hardware is \$23,934.32
  - Dave called Genesis and they informed him that they had been contacting the old SNACC Administrator and were trying to inform SNACC about the upgrades. Administrator Goss made sure that Genesis gets a hold of the correct person at SNACC. The Administrator also mentioned that the totals include the computer replacements.

- Scott Mazick questioned the totals on the breakdown of the costs in buying the hardware and software. The actual total on the agenda item is \$23,934.32 and the breakdown said \$23,821.85, this was confirmed that the correct total was \$23,934.32 and the Administrator confirmed. The Administrators confirmed that the computers were going to be purchased by Dell and that total was included in the breakdown.
- A motion was made to approve the Genesis Quote; motion passed unanimously.

**3. Approve the SNACC Programming fees for SNACC users/customers wishing to add radios for special events on SNACC system. (FOR POSSIBLE ACTION)**

- Administrator Goss said there was a suggested fee of \$43.90 which would be a little higher due to raises of our employee wages. With the major users being AMR and Medic West, should SNACC charge them for programming? Administrator requested guidance from the Board.
- Chief Lytle wanted to know how many radios they use per year and if this is the only agency that gets these radios programmed? Administrator said that there are about 150 radios programmed for AMR per year outside of their normal radio count that they pay yearly fees on.
- Scott Mazick asked if the \$200 monthly fee included the programming and deprogramming of the radios on the system. The Administrator confirmed that the \$200 yearly fee included all operating fees and the buy-in was for the infrastructure. Scott Mazick also questioned if there is a timeline on what the limit is on the usage? Jeff Buchanan asked what would prevent these users from renting all year long. Brian Nebeker stated that these users are current customers however they bring on radios that are not being billed for yearly on the system and are currently not paying for the system use. These radios are simply for rental purposes.
- Lou Amell asked if SNACC should recuperate those funds for that programming of the special event and in a contract it needs to indicate that they will be charged a flat fee and there also needs to be a time frame of 1 to 4 days and then they need to have them back for deprogramming.
- Administrator Goss commented that it would be easier to bill our customer directly instead of billing the vendor. District Attorney Steven Sweikert asked if this has already been discussed with the vendor; McIntosh. Administrator Goss answered that he has not talked to McIntosh about these fees until he gets clarification from the Board.
- Kevin Nicholson wanted to clarify that SNACC needs to establish a fee for outside of the normal inventory and the contract would need to spell that all out and there is no need to bring in outside vendors and have that clearly stated in the contract.
- Lou Amell asked what about the agencies that are renting radios for special events and are not current SNACC users.
- Ed Babauta asked how many radios AMR rents a year, Administrator Goss answered that there are about 150 per year rented by AMR.
- Administrator Goss suggested that the working groups take on this item and give him guidance on where to go and get the plan ready for the non-SNACC users and the SNACC users.
- Motion was made to have the Operations/Governance Working Group give Dave some guidance on what direction to proceed with on the programming radio rental fees for special events; motion passed unanimously.

**4. Administrator's Report including discussion on new customers, strategic planning, Staging trip to Schaumburg, IL, and P25 upgrade project. (FOR DISCUSSION)**

- **P25 and Console Upgrade Project**
  - Upgrade to 7.14 has been completed. This was completed with no adverse effects to the system users.
  - Motorola is contacting SNACC customers on radio upgrades.
  - SNACC has begun re writing and developing user code plugs (radio programs) in preparation for the system conversion to P25 operation.
  - The Clark County Board of Commissioners approved resolution 5-5-15-1, which authorized the chairman to sign a Lease Purchase Obligation for the SNACC fund.
  - Equipment staging pictures to be presented at this meeting.

## **New Hire Progress**

- *The Personnel Action Request (PAR) has been approved by the CIO and has gained approval from the Board of County Commissioners and the Personnel Review Committee (PRC). We have been assigned a Human Resources contact and will work with them and the IT department to fill the position.*
- *Human Resources is getting a list together of qualified applicants from the recruitment that was posted.*
- **Customer Contacts**
- **Potential and existing customers** - *Communicates with the following agencies:*
  - **Paiute Indian Reservation** - *SNACC met with the Paiute Indian Police Department for radio training and an overview of the upcoming conversion to P25 operations.*
  - **UNLV Police Department**- *SNACC and Chris Vasquez of North Las Vegas met with Sandra Barfield about the possibilities of their agency using SNACC radios in the future. SNACC also provided 16 radios for temporary use at an event at the Sam Boyd Stadium.*
  - **Henderson Utilities Department**- *SNACC met with the City of Henderson Utilities department to update and provide information on the upcoming conversion to P25 operations.*
  - **Nevada State Gaming Control Board**- *SNACC and Henry Johnson of Motorola met with the Gaming Control Board to discuss the conversion to P25 and what impact it would have on their operations.*
- **Administrator Goss presented pictures of the Staging trip at the Customer Center for Solutions Integration (CCSI) Motorola in Schaumburg, IL.**
- **Administrative Issues**
  - **Las Vegas Metropolitan Police Department** - *SNACC and LVMPD have begun bi-monthly meetings in order to put together plans and policies for inter-operational use between LVMPD and SNACC users.*
  - **North Las Vegas Radio Technician Recruitment** - *The SNACC Administrator and Vice-Chairman participated in the interview board for the new position of Radio Technician for the North Las Vegas Police department.*
  - **Training**- *Attached is a listing of the latest courses completed and scheduled for the SNACC Administrator.*
  - **Technical Working Group** - *The group worked on the possible expansion of the system to provide increased coverage in the Northwest, Northeast, and Hoover Dam area. As this is a long term project, any input from other board members would be appreciated.*
  - **Operations/Governance Working Group** - *The Ops/ Gov working group met and began working on the development of SNACC by-laws. The strategic plan was discussed and it was decided that input from the board was needed to complete this project. This will be discussed at the next Ops/Gov meeting.*
- **System Issues**
- *Interference was impacting Channel 18 on the simulcast system on May11. This was causing intermittent disruption to user in the valley. SNACC and North Las Vegas Technician worked together to isolate and remove this channel temporarily for use. Interference cleared and the channel was put back in service.*
- *With the exception to the aforementioned, all channels are online with no further issues noted.*
- **System Reports Provided**

*Airtime Monthly Report: April 2015*

*Detailed Busies Report: April 2015*

*Push-To-Talks Report: April 2015*

## **5. Status on the Communications Tower behind the SNACC building, (FOR DISCUSSION)**

- Administrator Goss mentioned he put out a few bids and have not received what SNACC is looking for and resend the guidelines on the specifics and rebid to one of the vendors. With this tower there would be less microwave crowding for Clark County if the tower is built. \$150,000 was set aside for this tower to be built, however, with Genesis upgrade, \$23,934.32 was used of that \$150,000 and there is now about \$125,000 available for the tower. If there are more funds needed for this tower, finance will adjust accordingly and then the Administrator will bring this item to the board for the final approval with costs.
- Chief Lytle wanted to know where the money would be pulled if the total was more than \$125,000. Administrator Goss stated that once the bid comes back he will then bring that to the board for approval.
- Jeff Buchanan asked which agencies need this tower. Administrator Goss responded that Clark County is the one who needs it. He also mentioned Henderson had asked about the tower as well and mentioned that Clark County Water Reclamation has requested use if built, in the past.

**6. Receive a report from the Nevada Public Safety Communications Committee from SNACC's representative member. (FOR DISCUSSION)**

- There hasn't been a meeting per Lou Amell. Lou also mentioned that the meeting that is scheduled is to be June 15, 2015 which is a video conference call between Las Vegas and Carson City (location is unknown at the moment). There was an Urban Area Working Group meeting earlier in the week and L.A. RICS project is back on and they are going to be looking at about 88 sites, Nevada will not be the last but will most definitely be first. Chief Castle and Lou Amell will be meeting in Oakland, CA with a vendor that provides a system for data, in Lou's opinion it will be for a regional approach. Lou will get the location and detail information for the video conference call to Daniela, at SNACC and she can forward to the SNACC board.

**7. Approve agenda guidelines. (FOR POSSIBLE ACTION)**

- Administrator Goss stated this is for the format that SNACC will be using, formalized agenda item preparation. This was discussed at the Operations/Governance working group. Jeff Lytle commented that the suggestion or recommendation given from the working group members was that there needs to be more background information on the agenda items.
- Vice Chairman Lou Amell asked if there are any set dates on when the agenda items are due. Administrator Goss told the Vice Chairman that there is a due dates calendar available for the board.
- Jeff Lytle suggested that if there is ever something that needs urgency, that he contacts the board.
- Lou Amell informed the board that the due dates calendar is in the SNACC meeting invite in the body of the meeting.
- Brian Nebeker suggested that the verbiage be changed to reflect on the calendar and the phone number can reflect contacting the system Administrator.
- Motion was made to approve the agenda guidelines with the inclusion of the suggested changes given by Brian Nebeker; motion passed unanimously approved.

**COMMENTS BY THE GENERAL PUBLIC:** None Given

**NEXT MEETING DATE/ADJOURN:** The next meeting is scheduled for June 17, 2015 at 10:00 a.m. The meeting adjourned at 11:09 a.m.

Respectfully submitted:

Dane Mattoon, Chairman  
Attachments