



Southern Nevada Area Communications Council

MEETING MINUTES

Date: January 16, 2020

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:	Scott Mazick, Chair	Chris Vasquez, Vice Chair
	Richard Johnson	James Morwood
	Brad Adams	Wendy Lotman
	Isaac Henn	Jeff Buchanan

Call to Order

Public Comment:

Introduction of the Board:

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 discussions relating to an item at any time

- 1. Approve the January agenda with the inclusion of tabled and/or reconsidered items, emergency items, and/or deletion of items, and approve the minutes of the November 4, 2019 meeting. (FOR POSSIBLE ACTION):**

- A motion was made to approve; motion passed unanimously.

2. Nominate and Vote on a chairman and vice chairman. (FOR POSSIBLE ACTION):

- Moved last on the agenda.

3. Receive the Administrator's Report with the inclusion of the Strategic Plan Updates, SNACC Monthly Budget Report for the month of August and September 2019. (FOR DISCUSSION):
SNACC ADMINISTRATOR'S REPORT

January 16, 2020

SNACC BUSINESS

SNACC has been reprogramming new radios for various agencies. This also requires the deprogramming of all the radios replaced.

SNACC met with Motorola and Hoover Dam personnel, for a Kick-off meeting for the Hoover Dam P25 site. SNACC has received the radio equipment from Motorola for the new site. Hoover Dam has delayed the site project until March 2020.

SNACC Reoccurring Business:

SNACC continues to have weekly meetings with Nye County on the upgrade of the VHF Radios.

SNACC is also continuing with weekly meetings on the UNLV Project. This also includes discussions on UNLV on adding additional department users on the SNACC system.

SNACC is continuing to work with Las Vegas Metropolitan Police Department on day to day radio update information of alias changes and approving new ID's for encryption for SNACC users as well LVMPD users.

OPEN RECEIVABLES – *All Customers are current or less than 30 days past due.*

STRATEGIC PLAN

November 2019 Budget Variances:

1. Overtime – 22.8% - \$1,704.48 – Jose and Jason worked overtime
2. Call back – 8.8% - \$222.13 – Jason was called out to Lakes ER Radio was not working.
3. Capital lease interest – 52.2% - \$55,240.55 – Motorola payment interest on leave
4. Capital lease principal – 49.5% - \$236,050.36 – Motorola Lease Payment
5. Telecommunications – 6.7% - \$669.37 – 2019-10 Airwatch Licenses and AT&T
6. Print/Production – 11.7% - \$188.07 – Konica Minolta Copier Charges September 19

December 2019 Budget Variances:

1. Cleaning Custodial – 26.9% - \$730 – Mr. Janitorial (This was for two months that were not paid due to the invoice address being incorrect on the invoice)
2. Equipment maintenance and repair – 21.9% - \$1,487.50 – DP Air
3. Electricity for repeater sites – 7.4% - \$1,196.17 – City of Boulder and NV Power
4. Telecommunications – 6.8% - \$670.00 – AT&T, United Teleservices, Verizon Wireless, 2019-12 Airwatch Licenses, Telecom Fee Dec 19
5. Print/Production – 11.2% - \$179.39 – Konica Minolta Copier Charges November 19

SYSTEM REPORTS FOR THE MONTH OF NOVEMBER 2019:

Airtime – 3,267.9 (Hours)

Push to Talks – 2,222,171

Busies – 209 (6.35)

SYSTEM REPORTS FOR THE MONTH OF DECEMBER 2019:

Airtime – 2,997.8

Push to Talks – 2,256,236

Busies – 239 (6.45 min)

These reports can be found on the SNACC Website: <http://SNACCOnline.com>

- David Goss – We loaned UNLV 25 radios for them to test with their other departments and possibly adding more radios on the SNACC system.
- Chris Vasquez – You mentioned UNLV, are they going to include an MOU for their consoles like SUA and Maintenance?
- Jeff Buchanan – What is the status on the Strategic Plan reports? I do not see those included on here.
- David Goss – The budget variance is included on there.
- Wendy Lotman – Will the Hoover Dam be on the current fiscal year or the following fiscal year?
- Teri Bierer – This will not cause an issue.
- Jeff Buchanan – There are some items in the Strategic Plan that need to be included on this report. If we need to take an extra look at the Strategic Plan and include these reports for the Board to review, we can do that.

4. Ratify the Administrator’s execution of the Cooperative Management Agreement between United States Department of Interior, National Park Service and Southern Nevada Area Communications Council for radio console, hardware and software support, and other matters properly related thereto with the inclusion of Change 1, Change 2, and Change 3.

- David Goss – The changes have been discussed in the past and we have worked well with the National Park Service. Change order 3 is what we need to approve.

- Scott Mazick – We would need to approve change 3 which includes the changes from 1-2 made from the original contract?
- Chris Vasquez – The contract needs to be approved as well.
- David Goss – Yes that would include the entire contract.
- Chris Vasquez – We had a meeting about the initial payment and now they owe the SUA II payment?
- Teri Bierer – At this moment we don't have an approved agreement to issue the first year.
- Scott Mazick – Do those invoices come from your department?
- Teri Bierer – They come from Clark County Finance.
- A motion was made to approve; motion passed unanimously.

5. Approve the Memorandum of Understanding between SNACC and Nye County for the addition of their nine consoles. (FOR POSSIBLE ACTION):

- David Goss – We will be paying for their SUAII and their Maintenance for all 10 of their consoles. They will then reimburse us for paying Motorola upfront.
- Jeff Buchanan – Are these numbers fixed?
- David Goss – SUA II is static unless they buy more consoles.
- Jeff Buchanan – They remain static annually for everyone on SNACC?
- David Goss – Yes, unless they add a console.
- Brad Adams – One clarification, on the agenda it states nine, but the MOU count reflects the correct count of 10.
- David Goss – We received the actual copy today.
- Chris Vasquez – The amounts are correct? This says from 2020-2027 – the current contract that we have with Motorola ends in three years, will Nye County continue to pay us back for this?
- David Goss – Yes, Motorola will be extending the services
- Scott Mazick – How does this work? If the contract ends in 2025?
- Chris Vasquez – We are offering a contract three years over the year our contract expires. Nye County would be locked in three years after our contract expires.
- Brad Adams – Our maintenance contract falls off on February 28, 2020 – if it would be possible to review it and correct it. That would be great to continue with our maintenance.
- Jeff Buchanan – Steven, how can we make that happen? There are some concerns that need to be revisited.
- Steven Sweikert – We can bring it to the next meeting and discuss any changes that we may need. We can ratify it.
- Jeff Buchanan – A new agenda item for the next meeting to give this some consideration for what the future looks like as far as the maintenance fees.
- Steven Sweikert – We can approve it now and amend it at the next meeting.
- Scott Mazick – to clarify, lets approve as is, at the next meeting amend the dates of the contract.
- Steven Sweikert – It would just need to be approved and brought back with the potential amendment. The approval needs to be absolute at this meeting.
- Wendy Lotman – the discussion for the next meeting can be extending ours and not theirs?
- Scott Mazick – We will go with legal's advice.
- A motion was made to approve; motion passed unanimously

6. Receive the fiscal year 2021 SNACC budget presentation. (FOR DISCUSSION):

- Teri Bierer – Today I am going to be walking you through the SNACC preliminary budget comparing fiscal year 2020 and fiscal year 2021. (See attached FY2021 Budget Presentation)
- David Goss – The Radio Management would benefit everyone. You would not have to go look for the radios, it would all be done over the air.
- Chris Vasquez – Jason goes out and programs for days/weeks at the time now, with this he would save so much time.
- David Goss – He would save man hours.
- Scott Mazick – I completely agree. It says that it would work in conjunction with OTAP, is this correct?
- Chris Vasquez – Was there a presentation of some sort that Motorola will be presenting to us?
- David Goss – We are going to be meeting with Motorola on getting this presentation.
- Scott Mazick – This would allow all of that work to be done on site.
- Chris Vasquez – Yes, compatible radios.
- Scott Mazick – Can we get a list of all current compatible radios.
- Rory Neslund – OTAP is one way to program through Radio Management online, you can use WIFI too.
- Chris Vasquez – Again, this would be good to save those man hours
- Wendy Lotman – We are looking at replacing/purchasing new radios. To purchase the radios that are compatible at an extra cost and not have that benefit for four years, it would be harder to sell when we are putting out the money now. We look forward to have that sooner.
- Scott Mazick – If we want to move some money around and move these projects around, would that cause a problem?
- Teri Bierer – That would not cause a problem, we appropriate the SNACC fund balance. It is not specifically set aside for when we finalize the budget but it can easily be moved around.
- Jeff Buchanan – I think what Scott is asking is if the Board makes the decision now, we would have to move those projects from fiscal year from 2024 to fiscal 2021, correct?
- Teri Bierer – To clarify, what the county does on SNACC’s behalf is appropriate the entire fund balance, so it is available for expenditure at any point. The presentation and what we are framing as the capital plan is just that, it is just the plan.
- Scott Mazick – If we move this to fiscal year 2021 we will have funds available.
- Teri – It would be ideal to update the capital plan to reflect the change.
- Scott Mazick – Is this an accurate cost on what this project is going for?
- David Goss – It is as current as we could project.
- Chris Vasquez – The quote might be a little higher.
- Chris Vasquez – The University Police Services, CSN, and UNLV are now one, correct? They represent the State.
- David Goss – Yes, they are one, correct.
- Teri Bierer – This will be my final meeting with SNACC, we will recruit Candis Ware. She will be taking over SNACC.

7. Set a date for SNACC users to transition from FDMA (Frequency Divided Multiple Access) to TDMA (Time Divided Multiple Access). (FOR DISCUSSION):

- David Goss – We do want to work with our users as much as we can, but we really need to set a date for this.
- Jeff Buchanan – Could you give more of a description on the TDMA and FDMA?
- David Goss – FDMA is when you key up on one channel. Two users on one channel. You would double your capacity with TDMA. It can give you two people talking on one channel.

- Jeff Buchanan – Do we have a capacity for our site?
- Chris Vasquez – The Geneva site at Henderson has five channels one control channel. Right now that site is dedicated to cover Henderson Police and Fire. Going TDMA we would get ten channels on that site and double up our capacity. When you are law enforcement and get that beep and wait. With the expansion of the channels this would benefit all of the smaller sites.
- David Goss – If we want to set a date, we want to work with everyone on this.
- Chris Vasquez – We need a plan of execution. We need to break it down a little bit more to give those people that are not able to move over now, time to get there.
- David Goss – We are currently working with Motorola on a plan. We can bring up more discussions on this subject.
- Jeff Buchanan – Everyone at this table has a boss. So what we got to be careful of is getting ourselves into this unfunded mandate, everybody wants to know the justification. So that we can go to our bosses and give them the plan and where we are going and what it will take to get there and how much it will cost. And describe how this is a benefit for us. So that they can agree that this is the best move for us all.
- Wendy Lotman – So you put it in the budget for fiscal year 2023, would all the radios have to be done before that? Or just during the fiscal year?
- Chris Vasquez – Is the plan just to jump certain channels or mix mode?
- David Goss – We would have mix mode to give users time to get their radios ready for TDMA.

#2 – Nominate and vote on a chairman and vice chairman. (FOR POSSIBLE ACTION):

1. **A motion was made to nominate Chris Vasquez for SNACC Vice Chairman; motion passed unanimously.**
2. **A motion was made to nominate Scott Mazick for SNACC Chairman; motion passed unanimously.**

- Scott Mazick – Thank you to Jeff, you and Chris have brought us all a long way and thank you for your dedication. Chris, thank you in advance for all of the help you will provide to me. Thank you Jeff, congratulations on the new position.

COMMENTS BY THE GENERAL PUBLIC:

NEXT MEETING DATE/ADJOURN:

Next SNACC meeting: February 19, 2019 at 10:00A.M.

Meeting adjourned at. 10:59 A.M.

Respectfully submitted:

Scott Mazick, Chairman
Attachments