

**MONTEREY COUNTY EMERGENCY COMMUNICATIONS DEPARTMENT- EXECUTIVE BOARD
MINUTES
June 9, 2022**

Participants	Agency	Representing	Present
David Sargenti (Chair)	Monterey County Regional Fire	District Fire Chiefs	X
Steve Adams (Vice Chair)	City of King	South County City Managers	X
Charles McKee	County of Monterey	County of Monterey	X
John Mineau	Monterey County Sheriff	Monterey County Sheriff Bernal	X
Ben Harvey	City of Pacific Grove	City Managers South Peninsula	X
Vibeke Norgaard	City of Sand City Acting City Manager	City Managers North Peninsula	X
Steve Carrigan	City of Salinas City Manager	City of Salinas	X
Non-Voting Advisors	Agency	Representing	Present
Gaudenz Panholzer	City of Monterey Fire Chief	ECD Operations Board	X
Lee Ann Magoski	County of Monterey ECD	County of Monterey ECD	X

Call to Order and Introductions – The meeting was called to order by Chair David Sargenti.

Additions and Corrections to Agenda: None
Agenda Items:

1. **Rollcall of Board Members and Advisors – Introduction of New Member – Patty Eddings**
 - Rollcall taken, and attendees marked present above
 - Lee Ann Magoski introduced new member Vibeke Norgaard. Representing City Managers North Peninsula.
2. **Approval of Minutes**
 - March 7, 2022 - **Attachment 1 – Action Item**

ACTION/MOTION: Ben Harvey made motion to approve March 7, 2022 minutes. Steve Carrigan seconded. Roll Call Taken. All were in favor of approving minutes.

3. **AB 361 – Marina Pantchenko**
 - Remote Meeting Approval - **Action Item** - It is recommended that the Emergency Communications Executive Board find, pursuant to AB 361, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the Emergency Communications Executive Board has reconsidered the circumstances of the state of emergency; and the state of emergency continues to directly impact the ability of the members to meet in person.

ACTION/MOTION: John Mineau made motion to continue to meet remotely. Charles McKee seconded. Roll call taken.
All were in favor. No Opposed.

4. Alert & Warning System Update – Gerry Malais

Justin Lin reported for Gerry Malais the following:

- MC OES is currently evaluating the Rave platform to ensure that it meets all the requirements of a fully functional, multi-agency Alert & Warning System, including Nixle type alerting/messaging.
- We are doing the final review of essential requirements and determining if we need to develop a RFP request for quote.
- The current contract with Everbridge is through October 2022.
- 2021 Everbridge announced it would change its pricing model from unlimited to a cost per message model.

ACTION/MOTION: No action needed. Information only.

5. FY 2022/23 Budget/Billing Update – John Vaught/Lee Ann Magoski

- **FY 2021/22 Prop 172 Credit**
- **FY 2022/23 Budget Update**
- **Year End Financial Update**

John Vaught reported the following on Prop 172 Credit:

- Board of Supervisors increased our Prop 172 monies. This was refunded to each City the beginning of May 2022. All should have received a check from the County.

John reported the following on 2022/23 Budget Update:

- ECD budget is status quo as approved by this board

John reported the following on Year End Financial Update:

- Final numbers will not be available until September or October meeting.
- Our CAD vendor has been unable to provide us a renewal contract for maintenance. This is approximately \$300,000 that will be unspent money. We will be asking the board to hold this over for the following fiscal year. In addition to this savings, we are on track to come in slightly under budget this year.

Lee Ann Magoski reported:

- There is a pending wage study for our Dispatchers. We are waiting for this to be finalized.

ACTION/MOTION: No action needed. Information only.

6. NGEN – Steve Paxton

- **Robert Knolls Site Update**
- **NGEN Agreement Overview – Attachment 2**
- **NGEN Timeline for Signatures**

Steve Paxton reported the following:

- Roberts Knoll site is private ownership and just recently sold to a new owner who executed the termination clause that is present in all leases.
- The clause stipulates the site will be returned to the original state.

- The original construction cost for Robert Knoll was \$170,000. \$50,000 of that will be reused at the new site. Looking at a loss of \$120,000.
- The new site is James Burke. This will be an excellent site to round out the Carmel Valley coverage.
- We have contracted with Engineer Greg Forest to create coverage maps.

Steve Paxton reported the following on the NGEN Agreement Overview.

- NGEN agreement was distributed to Executive Board for review.
- High level discussion of the NGEN System. Included is information on how to make modification to the system and the processes to achieve the changes.
- We discussed the Governance Board structure. Including the Executive Board and the Operations Board for following the model of the 9-1-1 Services Agreement. Executive Board will be a Brown Act function and the Operations Board would not.
- Discussed the voting number requirements and voting responsibilities and who makes up the composition of the boards and the obligations of the boards.
- It will be a five-year term with auto renewals after that.
- Included is the billing, budgeting, and the cost allocation.
- A section in the agreement speaks specifically about the True-Up and the cost allocation.
- The intention is to discuss this more at the next Executive Board meeting and review any questions or comments this Board has.

ACTION/MOTION: No action. Information only.

7. Directors Report – Lee Ann Magoski

- **Prospective New Agencies – Cachagua and Mid Coast Fire**
- **CAD Update**

Lee Ann Magoski reported the following on new agencies:

- CalFire has changed their contractual relationship with Mid Coast and Cachagua.
- ECD provides reasonable dispatch services expense.
- For smaller agencies to become part of our Center, they would need to buy into the radio and NGEN systems which is expensive.
- They have chosen to continue with CalFire at this time.
- If interested in the future, they will write this Board a letter or attend one of the board meetings.

John Vaught reported the high cost to join is due to the following:

- Pay for their share of the dispatch reserve.
- Pay for their share of NGEN O & M surplus.
- Buy in to the construction of ECD building.
- Buy in for the build out of the NGEN system

Lee Ann reported the following on CAD update:

- Central Square CAD is less than satisfactory.
- Central Square unable to deliver maintenance letter/contract that is appropriate so that we could process.

- Central Square unable to provide the features needed to do our dispatcher service.
- Asking this board to consider allowing ECD to look at different CAD systems
- Motorola has reached out to us and offered a 10-year process. There would be no money down.
- We would pay a fixed amount for 10 years.
- Motorola would provide the hardware, training, and project management.
- Motorola providing a formal demo July 13th and 14th. We have invited Law and Fire Responders to get feedback.

ACTION/MOTION: No action. Information only.

8. Operations Report – Olivia Madrigal

Olivia Madrigal reported the following:

- Hiring/training continues to be a challenge.
- One of our tenured dispatchers retired after 17 years.
- Extended leaves continue to be a problem. This creates overtime for staff.
- Overtime was at 32 hours per pay period.
- Two potential candidates in background now.

ACTION/MOTION: No action. Information only.

9. ECD Operations Board Update – Gaudenz Panholzer

Gaudenz Panholzer advised he was not at attendance at the April meeting. He is unable to provide a report. John Vaught reported Steve Paxton reported on the radio site at Roberts Knoll.

ACTION/MOTION: No action. Information only.

10. Future Board Items: - All

None

ADJOURNMENT:

Meeting adjourned 2:25 pm