

**MONTEREY COUNTY EMERGENCY COMMUNICATIONS DEPARTMENT- EXECUTIVE BOARD
MINUTES
March 7, 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
Vacant	Vacant	City Managers North Peninsula	
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**
 - Rollcall taken, and attendees marked present above
2. **Approval of Minutes**
 - January 31, 2022 - **Attachment 1 – Action Item**
 - February 22, 2022 – **Attachment 2 – Action Item**

ACTION/MOTION: Ben Harvey made motion to approve January 31, 2022 minutes. Steve Adams seconded. Steve Carrigan abstained due to microphone issues. Ben Harvey made motion to approve February 22, 2022 minutes. John Mineau seconded. Steve Carrigan abstained. Roll Call Taken. All were in favor of approving minutes.

3. **AB 361 – Katherine Hansen**
 - 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: Charles McKee made motion to continue to meet remotely. John Mineau seconded. Roll call taken. Steve Carrigan abstained due to microphone issues.

All were in favor. No Opposed.

4. Alert & Warning System Update – Attachment 3 – Full Current Year amount will be charged (\$88,850) and contract will be terminated. – Gerry Malais

Gerry Malais reported the following:

- The State has changed vendors. The costs and services are unknown currently.
- We are going to provide you with the best quality alert and warning for the lowest price possible.

Justin Lin provided the following:

- Program history, status and recommended actions.
- 2021 Everbridge announced it would change its pricing model from unlimited to a cost per message model.
- CalOES released a funded Everbridge platform for operational areas to provide alert and warning. This did not include Nixle.
- February 22, 2022 CalOES made a decision and canceled the Statewide Everbridge and is going with a Statewide contract with vendor Rave instead.
- 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 will make every effort to have this evaluation completed by June 2022.

ACTION/MOTION: No action needed. Information only. MC OES will provide as needed updates to the Operations and Executive Board.

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

John Vaught reported the following:

- Fourth quarter invoices were sent out last week. All should have received. Invoices are payable within 30 days from billing date.
- At the February 2022 Executive Board meeting, the board approved additional \$205,000 to be budgeted as a contingency. This has been removed from our budget due to an increase in shared Prop 172 and a decrease in County retained Prop 172. The budget is otherwise unchanged but there is a decrease in costs to agencies. John will email all payers the revised cost estimates.

ACTION/MOTION: No action needed. Information only.

6. NGEN – John Vaught/Steve Paxton

- **February 2022 True-Up for FY 23 Billing – Action Item 22-005 – Attachment 4**

John Vaught reported the following action items:

- Approve and authorize Department of Emergency Communications to charge NGEN Operations & Maintenance costs for fiscal year 2022/23 using the February 2022 Radio True-Up.
- Approve and authorize the Department of Emergency Communications to charge NGEN Debt Service payment 12 of 13 using the February 2022 Radio True-Up in Quarter 1 of fiscal year 2022/23 and
- Adopt the February 2022 Radio True-up as the NGEN Radio Count of record replacing all other counts for all purposes until this Board votes to replace it with a new True-up.

- December 16, 2021, the Operations Board recommended conducting a new True-up for FY 23 billing and different methodologies were discussed.
- It was unanimously voted to conduct the new true-up based on a status quo methodology of counting all Digital and Analog radios excluding cache and spares and weighting them equally and excluding broadband devices.
- ECD Operations Board voted on a True-Up methodology to incorporate into the NGEN Agreement. The Board elected a different methodology using weighted Fire Radios (at 75%) and including broadband devices.
- The NGEN O & M Budget has been approved by the Executive Board but will not be final until approved by the County Board of Supervisors.

ACTION/MOTION: Chair David Sargenti requested motion from the Executive Board on this action. Charles McKee made motion to approve Action 22-005. Steve Adams seconded. Roll call taken. All were in favor. No opposed.

7. Directors Report – Lee Ann Magoski

- **2022 Dispatcher Week – April 10th – 16th**
- **2021 Annual Report – To Be Released in May**

Lee Ann Magoski reported the following:

- Dispatcher week is April 10th – 16th and would like to recommend to the Executive Board members that this week is a great time to stop by or send an appreciative email.
- The 2021 Annual Reported will be released in May.

8. Operations Report – Olivia Madrigal

Olivia Madrigal reported the following:

- Hiring/training continues to be a challenge.
- We hired four trainees in January 2022. They are currently in phone training in the Center.
- CDI was released to a CDII in thirteen months. This will help with our overtime status.
- Overtime was at 30 hours per pay period in January.
- Five-year CDII resigned the month of March.

9. Consideration of New Meeting Time – Discuss moving the ECD Executive Board meeting from 10:00 am on the first Monday of each month to the *afternoon on the First Thursday of each month.* – Steve Carrigan/David Sargenti

Steve Carrigan suggested the Executive Board meeting be moved from the First Monday at 10:00 am to a Thursday afternoon for possibly better attendance.

ACTION/MOTION: After group discussion, it was determined the meeting would be changed to the second Thursday of the month at 1:30. Katherine Hansen to provide information to Lee Ann Magoski and John Vaught if the AB 361 Remote meeting approval will be required between this meeting and the next meeting in April.

10. Future Board Items: - All

Steve Carrigan requested to make a comment on the recent incident which involved Salinas Police Officer Alvarado.

David Sargenti requested this meeting be adjourned with a moment of silence for Officer Alvarado's dedication to the City of Salinas residents and constituents as well as the County of Monterey.

David Sargenti thanked the Executive Board for their moment of silence and adjourned the meeting until April 14th.

ADJOURNMENT:

Meeting adjourned 10:50 am

DRAFT