

**MONTEREY COUNTY EMERGENCY COMMUNICATIONS DEPARTMENT- EXECUTIVE BOARD
MINUTES
August 11, 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
Stephen Bernal	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 Vice Chair Steve Adams

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.
2. **Public Comment for Items not on the agenda – David Sargenti**
3. **Approval of Minutes**
 - July 14, 2022 - Attachment 1 – **Action Item**

ACTION/MOTION: Steve Carrigan made motion to approve July 14, 2022 minutes. Ben Harvey seconded. Roll Call Taken. Stephen Bernal sustained from vote, as he was not present at the July 14, 2022 meeting. All others were in favor of approving minutes.

4. **AB 361 – Charles McKee read motion:**
 - 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. Vibeke Norgaard seconded. Roll call taken.
 All were in favor. No Opposed.

5. Alert & Warning System Update – OES Staff

Justin Lin reported the following:

- MC OES is currently completing the analysis on I-PAWS
- We are currently working on wrapping up the report and will report to the Operations Board at their next meeting.

ACTION/MOTION: No action needed. Information only.

6. NGEN – ITD Staff

- **NGEN Agreement and Rate Discussion**
- **Increase FY 23 NGEN O & M Budget for Roberts Knoll Site**
- **Replacement – Attachment 3 – Action Item 23-001**

Eric Chatham reported the following on NGEN Agreement and Rate Discussion as requested by the Executive Board at the July 14, 2022 meeting. NGEN Rate Discussion document distributed.

- The ITD labor rate for the Radio Shop is fully recoverable. 100% of labor and expenses must be billed to the using agencies. The FY 22/23 rate increase is due to salary and benefit increases.
- Radio Shop is under ITD, not ECD because the radio communication is a technology solution that provides services to all Public Safety Agencies and component of the County Enterprise communication platform.
- The last external audit was completed in 2019. Financials are reviewed by Auditor Controller and State yearly. NGEN budget is reviewed/approved annually by the Operations and Executive Boards.
- The purpose of the NGEN agreement is the original NGEN governance construct was part of the 2009 NGEN Financing Agreement. In 2020 a new 9-1-1 Services Agreement was signed that replaced prior agreements.
- Per Counsel, County is not under any obligation to provide service to non-County agencies without an agreement. Non-County agencies are not required to use the NGEN system.

ACTION/MOTION: No action. Information only. Steve Carrigan requested copy of the 2019 ITD audit. Eric Chatham requested the NGEN agreement be placed on the Executive Board agenda for approval. Chair David Sargenti advised Board is waiting for Steve Paxton to get back to them on questions and comments made on the agreement.

7. Directors Report – Lee Ann Magoski

- **Mid Coast Fire – Receive July 22nd Response Letter – Attachment 4 & Attachment 5**
- **CAD Update**
- **Wage study update**

Lee Ann Magoski reported the following on Mid Coast Fire Intent to Join:

- ECD has received the response letter from Mid Coast Fire.
- Mid Coast Fire understand the potential costs and waiting for ITD to formalize the quote for the radio work.
- One the radio work is near completion; we will place an item on the agenda to accept them into the 9-1-1 Services Agreement.

Lee Ann reported the following on the CAD update:

- Motorola provided demos in July. All are interested in moving forward.
- We will visit Santa Cruz 9-1-1.
- We will begin a discovery phase with the vendor to determine the true costs.
- We will negotiate a solid contract.

Lee Ann reported the following on Wage study update:

- The wage study was presented to SEIU in July.
- SEIU requested more time to review.

ACTION/MOTION: No action. Information only.

8. ECD Operations Update – ECD Staff

- **Staffing/Workload Report – Attachment 6**

Lee Ann Magoski reported the following:

- ECD has opened a lateral recruitment for Communications Dispatcher II.
- Overtime continues to be a challenge.
- ECD Management Team had meeting to discuss plans for next year's schedule and some ideas to be able to not burn out the existing staff.
- Call answering times was at 90%.
- One trained Call Taker resigned in July without notice.
- We expect to hire at the end of September. It is difficult for most applicants to get through the hiring process.

ACTION/MOTION: No action. Information only.

9. ECD Operations Board Update – Gaudenz Panholzer

Gaudenz Panholzer reported the July Operations Board meeting was mostly updates with one action taken to shorten the meeting to one hour.

ACTION/MOTION: No action. Information only.

10. Future Board Items: - All

- **Steve Paxton requested CIP Project update be placed on the agenda.**
- **Steve Paxton requested the NGEN agreement be placed on the agenda as an action item.**

ADJOURNMENT:

Meeting adjourned 2:14 pm