

**MONTEREY COUNTY EMERGENCY COMMUNICATIONS DEPARTMENT- EXECUTIVE BOARD  
MINUTES  
July 14, 2022**

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

**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.
2. **Public Comment for Items not on the agenda – David Sargenti**
3. **Approval of Minutes**
  - June 9, 2022 - **Attachment 1 – Action Item**

**ACTION/MOTION:** Steve Carrigan made motion to approve June 9, 2022 minutes. Steve Adams seconded. Roll Call Taken. All were in favor of approving minutes.

4. **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:** Steve Adams made motion to continue to meet remotely. Steve Carrigan 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 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.
- Evaluation will be complete and should have recommendations ready for the next Executive Board Meeting.

**ACTION/MOTION: No action needed. Information only.**

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

- **FY 23 Cost per Incident Analysis – Attachment 2**

John Vaught reported the following on FY 23 Cost Per Incident

- Agencies are billed on a three-factor ratio incident count. Workload count, Population and Property Value. This is 1/3 of the total ratio.
- The Board of Supervisors has elected to share Prop 172 to discount the amount the cities and fire districts pay for dispatch services.

**ACTION/MOTION: No action needed. Information only. Chair Sargenti suggested NGEN costs be incorporated into this report.**

**7. NGEN – Steve Paxton**

- **NGEN Agreement and Rate Discussion – Attachment 3**

Steve Paxton reported the following:

- Agreement for NGEN Services and Governance distributed.
- Steve Paxton requested feedback from the Executive Board on the NGEN agreement.
  - Steve Carrigan presented question; (Why is Radio Shop under ITD and not ECD)
  - Answer – Radio Shop’s work is supporting public safety, radio communications, nonpublic safety entities and nonpublic safety radio communications. There is a link between Radio Shop and what we do with the balance of the infrastructure providers for ITD.
  - Steve Carrigan asked; (Radio Shop rate \$137.00. Please explain the reason for this.
  - Answer – Not prepared to provide information. This rate is not for the Radio Technicians only. It is labor rate for ITD Technicians. John Vaught corrected the labor rate amount to \$156.50, not \$137.00.
  - Steve Carrigan asked; (If we determine labor rate too high, and did not sign the agreement, and decided to go with different vendor?)
  - Answer – Steve discussed the rate.
  - Steve Carrigan requested audit. Was unable to determine last time audit was made.
  - Answer – Yes. Will perform audit.
  - Vibeke Norgaard question – (Why the need for the new service?)
  - Chair Sargenti advised there has not been an agreement. We have been working to get agreement for the ongoing maintenance created,
  - Chair David Sargenti requested Alex Zheng provide justification for the increase for the annual costs. We may need to look into other sources outside of the county.

**ACTION/MOTION: No action. Information only.**

**8. Directors Report – Lee Ann Magoski**

- **Mid Coast Fire – Letter of Intent to Join – Attachment 4**
- **CAD Update**
- **Wage study update**

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

- ECD has received letter from Mid Coast Fire to join ECD.
- Mid Coast would like to split buy in fees over 15 years.
- This will be brought back to the Executive Board for decision later.

Lee Ann reported the following on the CAD update:

- ECD hosted Motorola CAD Demo for ECD CAD committee which consists of Dispatchers and Supervisors and Law Enforcement and Fire agencies were also included in the demo.
- Cost proposal from Motorola is no money down and cost will be split over ten years.
- There would be a slightly higher annual maintenance fee.
- More to follow on this.
- John is working with Central Square to obtain correct documents to pay them.

Lee Ann reported the following on Wage study update:

- There will be an increase for the Dispatcher and Supervisors. This will be approved by the Board of Supervisors.
- The wage study did not include middle management. ECD is working with Human Resources to do wage analysis for middle management.

John Vaught reported the following:

- With this Board's approval, ECD would retain the credit to offset the wage increase.
- 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 13<sup>th</sup> and 14<sup>th</sup>. We have invited Law and Fire Responders to get feedback.

**ACTION/MOTION: No action. Information only.**

**9. Operations Report – Olivia Madrigal**

Lee Ann Magoski reported the following:

- Increase in the July 4<sup>th</sup> calls.
- Call volume remains consistent.
- Overtime was at 36 hours per pay period.
- ECD goal is to hire 5 candidates in September.
- One trainee and one Temp Per Diem employee resigned in July.

**ACTION/MOTION: No action. Information only.**

**10. ECD Operations Board Update – Gaudenz Panholzer**

Last Operations Board meeting was April 2022. Nothing to report this month.

**ACTION/MOTION: No action. Information only.**

**11. Future Board Items: - All**

None

**ADJOURNMENT:**

Meeting adjourned 2:11 pm

DRAFT