

**MONTEREY COUNTY EMERGENCY COMMUNICATIONS DEPARTMENT- EXECUTIVE BOARD  
MINUTES  
September 8, 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>
Stephen Bernal	Monterey County Sheriff	Monterey County Sheriff Bernal	<b>X</b>
Ben Harvey	City of Pacific Grove	City Managers South Peninsula	
Vibeke Norgaard	City of Sand City Acting City Manager	City Managers North Peninsula	
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	<b>X</b>
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 – Patty Eddings**
  - Rollcall taken, and attendees marked present above by John Vaught.
2. **Public Comment for Items not on the agenda – David Sargenti**
3. **Approval of Minutes**
  - August 11, 2022 - **Attachment 1 – Action Item**

**ACTION/MOTION:** Steve Adams made motion to approve August 11, 2022 minutes. Steve Carrigan seconded. Roll Call Taken. All members were in favor of approving minutes.

4. **AB 361 – Samuel Beiderwell presented motion summary:**
  - 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 Carrigan made motion to continue to meet remotely. Steve Adams seconded. Roll call taken.  
All were in favor. No Opposed.

5. **Alert & Warning Billing Update – Action Item - Attachment 2 – OES Staff**

Justin Lin and Tracy Molfino reported the following:

- MCOES reviewed available IPAWS capability demonstrations for 26 of the 28 of the FEMA identified Alert Origination Software Providers, received live demonstrations from 6 of the FEMA identified Alert Origination Software Providers, and received temporary access and tested two of the Alert Origination Tool platform environments for testing. A final evaluation centered on Everbridge, Genasys, and Rave Mobile Safety Alert Origination Software Platforms, for the criteria of Functional Requirements, Risks, Technical Complexity, Ease of Use, and Cost.
- The analysis identified Genasys – GEMS & ZoneHaven Bundle as the best candidate. The analysis also identified the need for an overlap in platforms to allow for data migration, testing, training, and public outreach.

Based on the review the MCOES will:

- MCOES will contract with Everbridge for one year starting October 2022 during the transition to the Genasys software.
- MCOES will contract with Genasys for the use of GEMs (Alert and Warning) and Zonehaven (Evacuation) starting October 2022. The costs for the Genasys contract during this overlap year will be paid for using one-year MCOES funding.
- MCOES will transition to Genasys over the course of 10 months including, testing of the system for viability, data migration, training development, training of alert originators, and public information campaign.
- Rave Mobile Safety may be considered as a back-up alternate Alert Origination Tool in the event the primary alert and warning system fails.

Financing:

- The ECD Operations Board has previously reviewed and approved billing to the partner entities in the amount of \$40,000 for FY 22-23. This amount was based on a projected amount under the CalOES funded system and continued use of the Nixle functionality within Everbridge.
- A revision of billing amount for FY 22-23 to an amount consistent with FY 21-22 billing will change the total billed through this action to \$88,850, the same as the FY 21-22 billing.
- The billing will take place during Q3 of FY2022/23 and will be consistent with the previously used population/percentage methodology.

**ACTION/MOTION: Steve Carrigan made motion to approve. Second by Stephen Bernal. Roll call taken. All were in favor. No opposed.**

#### **6. NGEN – ITD Staff**

- **Update of Capital Projects & Roberts/Jamesburg – Attachment 3**
- **NGEN Services Agreement – Release for Review by all Parties – Action Item – Attachment 4 & Attachment 5**

Steve Paxton reported the following on FY 22/23 NGEN CIP and O & M Budget

- ITD has previously received approval for four CIP projects for FY 22/23. (Microwave Upgrade (4 NGEN Links), ISSI Gateway, VHF Multi-Site Phase 2 Upgrade (4 sites) & Post Ranch Phase II Construction. Total cost \$1,536,000.
- ITD will receive UASI grant in the amount of \$75,000.

- O & M budget updates affecting this budget is the Roberts Knoll demolition and stand up of Jamesburg radio site.
- The budget has been updated from \$140,000 to \$67,120 for Roberts Knoll/Jamesburg.
- ITD anticipates absorbing these costs within the existing O&M Budget.

Steve reported the following on NGEN Services Agreement. **Action Item.**

- The NGEN Services Agreement and its associated attachments will provide governance structure for the future operations, maintenance, support, and changes to the system, including budgeting, billing, and the addition of new agencies to the system.
- The Operations Board approved the Agreement for Executive Board review in March 2022 and since that time, the document has been reviewed and updated based on Executive Board member reviews.
- Tentatively, at the November 10, 2022 Executive Board meeting, an action may be brought to approve the agreement for signatures <or> feedback from the parties will be discussed and reviewed.

**ACTION/MOTION: Steve Carrigan made motion to approve. This was seconded by Steve Adams. Roll taken. All were in favor. No opposed.**

#### **7. Receive Directors Report – Lee Ann Magoski**

- **CAD Update**
- **Wage study update**

Lee Ann reported the following on the CAD update:

- Motorola provided demos in July, and we are waiting for the final detailed price review.
- ECD will do site visits and bring this back to this board for approval by the end of this calendar year.

Lee Ann reported the following on Wage study update:

- ECD currently working with Central Human Resources to go ahead and implement the base wage increase. This will not be retroactive.
- ECD will be doing wage study on other ranks within the department.
- This increase will not create an increase to the current budget.

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

#### **8. ECD Operations Update – ECD Staff**

- **Staffing/Workload Report**

Lee Ann Magoski reported the following:

- Text to 9-1-1 continues to drop.
- Due to staffing issues, our call answering time continues to drop.
- ECD currently has 14 vacancies with three on extended leave.
- We are hopeful with the base wage increase; this will attract more applicants.
- The 9-1-1 Dispatchers continue to do an excellent job for each of your departments.

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

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

Gaudenz Panholzer reported the Operations Board did not meet August 2022. Nothing to report.

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

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

- None

**ADJOURNMENT:**

Meeting adjourned 2:00 pm

DRAFT