

**NGEN Executive Board Minutes
September 14, 2023**

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
Sonia De La Rosa	County of Monterey	County of Monterey	
Tina Nieto	Monterey County Sheriff	Monterey County Sheriff	X
John Guertin	City of Pacific Grove	City Managers South Peninsula	
Vibeke Norgaard	City of Sand City	North Peninsula Cities	X
Steve Carrigan	City of Salinas	City of Salinas	
Non-Voting Advisors	Agency	Representing	Present
Eric Chatham or Designee	Information Technology Dept.	Chief Information Officer	X
Lee Ann Magoski or Designee	Emergency Communications Dept.	Director of Emergency Communications	X
Gaudenz Panholzer – Ops Board Chair	City of Monterey – Fire Department	Emergency Communications Operations Board	X

Agenda Items:

1. **Call to Order and Introductions** – The meeting was called to order by Chair David Sargenti at 1346 hours.
Roll Call of BOARD Members and Advisors –
 - Rollcall taken by Leslie Madrigal and attendees marked present above.
2. **Additions and Corrections to Agenda:** None
3. **Public Comment for items not on the agenda:** None
4. **Approval of Minutes**
 - July 13, 2023 – Attachment 1 – **Action Item** – David Sargenti

ACTION/MOTION: Tina Nieto made a motion to approve July 13, 2023 minutes. Steve Adams seconded. Roll call taken. All members were in favor of approving minutes.

5. Staff Update and Radio Shop Management

Alex Zheng presented the following:

- Radio Shop IT Manager Steve Paxton retired after nine years of dedicated service at the County of Monterey. We wish him well and a very happy retirement.
- Recruitment to fill the vacancy has already started. The job vacancy was posted on August 18th and will be closing on September 18th. Twenty-one applications have been received so far.
- Radio Shop staff will report to Alex Zheng in the interim. He joined the NGEN implementation team ten years ago. He is intimately familiar with the NGEN system and associated technologies. He is actively working with the Radio Shop on all critical projects and making great progress.

6. FY 23-24 CIP Project Rollover – Attachment 2 – **Action Item 23-002**

Alex Zheng presented the following:

- In FY 22-23, the Information Technology Department (ITD) has identified several projects necessary to enhance and maintain system coverage, system capacity, and standardization. Exhibit A of this action shows details on these projects. The projects were approved and funded in FY 22-23. ITD subsequently completed the microwave upgrade project which was \$46,684 over budget due to vendor did not include accurate tax cost in the initial quote. Out of all the FY 22-23 CIP projects, we are under-spent by \$951K.

- ITD is still in the process of negotiating with Post Ranch site owner, and other occupants for the site project. No money has been spent on the Post Ranch Phase II project. Post Ranch Phase II project will likely resume in FY 24-25.
- In the Action Item, ITD initially requested for the Board to approve Fiscal Year 23-24 NGEN Capital Fund Budget (Fund 405) rollover in the amounts of \$813,000 to fund CIP projects that were previously approved and funded in FY 22-23. The request for the extra \$100K for ISSI project is withdrawn. The ISSI gateway project scope will not include integration with a foreign system such as Motorola. This CIP budget rollover request for Fiscal Year 23-24 is to be reduced to \$713K.
- At the time when the ISSI project was developed, the project scope was based on a L3Harris proposal. Steve planned to use Motorola virtual core as a foreign system to integrate and to leverage the Motorola SmartConnect feature to leverage broadband connection at places where we don't have NGEN coverage. However, Motorola did not have an estimate at that time since the hosted virtual core product was brand new. Based on the Motorola budgetary quotes received last week, the ISSI integration with Motorola virtual or hosted core is about \$992K. The on-prem core option is \$2.2 million. ISSI integration with SVRIA is about \$1.6 million. Sheriff's department is the biggest stakeholder of the ISSI project. Other NGEN user agencies will benefit from this project as well, since 60-70% of the mobiles and portables are Motorola. ITD discussed with the Undersheriff and agreed that we will keep the project scope as is, and complete the L3Harris portion of ISSI, which is \$275K.
- NGEN Phase II upgrade project is expected to be completed in Oct. 2023.
- Overall ask for CIP Project rollover will be \$713K.

ACTION/MOTION: Steve Adams made a motion to approve Action Item 23-002, FY 23-24 CIP Project Rollover. Tina Nieto seconded. Roll call taken. All members were in favor:

1. Approve CIP Project Rollover reduction from \$813,000 to \$713,000.
2. Approve the withdrawal of additional \$100,000 requested for the ISSI Gateway project.

7. Roberts Knoll Site Relocation Project Reimbursement – Attachment 3 – Action Item 23-003

Alex Zheng presented the following:

- In FY 22-23, ITD was requested by the new landlord at Roberts Knoll to relocate the NGEN shelter and tower. ITD updated the 9-1-1 Executive Board and proposed that the relocation project be funded by the FY 22-23 NGEN O&M budget, though the project was not in the scope of services as defined in the NGEN O&M agreement. It should be rather, a NGEN capital project, because we are setting up a new site. ITD subsequently completed the project and relocated to the site at Jamesburg.
- NGEN O&M budget balance for FY 22-23 did not have enough funds to cover these costs. ITD is requesting reimbursement by using NGEN Capital Fund, in the amount of \$23,810.83 for all vendor costs, which includes \$9,000 site demolition. ITD absorbed all internal labor costs.

ACTION/MOTION: Tina Nieto made a motion to approve Action Item 23-003, Roberts Knoll Site Relocation Project Reimbursement in the amount of \$23,810.83. Steve Adams seconded. Roll call taken. All members were in favor:

Approve the Roberts Knoll relocation project which was completed in FY22-23, to be reimbursed to ITD from the NGEN Capital Fund Budget (Fund 405) in the amounts of \$23,810.83 which includes \$9,000 site demolition cost.

8. Project Report

Alex Zheng presented the following:

- **NGEN Website** – During the last Board meeting, NGEN website was presented by Steve Paxton, the site was still in the development phase. Website is now in production with an easy to remember URL, which is <http://www.co.monterey.ca.us/ngen>, or, <http://ngen.co.monterey.ca.us>.

Once the new domain of countyofmonterey.gov is implemented, NGEN site can also be accessed through: <http://www.countyofmonterey.gov/ngen> or <http://ngen.countyofmonterey.gov>

Website will include NGEN system related information, including all board meeting minutes and presentations for this board and Operations board.

- **NGEN Phase II Upgrade (Capacity Upgrade)** – This upgrade is capacity only upgrade, not an entire system upgrade. This project is going extremely well and is set to be completed October 12, 2023, as confirmed by Don Clark. Also, as part of this project, there are some agencies whose radios need to have a phase II feature set, which is a software license upgrade. This information has been distributed to the August 17, 2023, NGEN Operations Board. The Radio Shop is contacting each agency to verify that count and their radio inventory.
- **Lobos Ridge Site Buildout** – This project is for the Carmel PD to improve coverage around the Carmel area. This project is funded by the UASI grant. Once phase II upgrade is completed, the Lobos Ridge site equipment buildout will begin and complete the NGEN system expansion into Carmel area. This is estimated to be completed early November.
- **ISSI Gateway** – The focus will be on the project scope previously defined which is the L3Harris integration only. In the future, the focus will be on the Motorola integration by working with the Sheriff's office. The ISSI gateway project scope will not include integration with a foreign system such as Motorola.
- **Bryant Canyon to King City Microwave Diversity Upgrade** – NGEN has a standalone network; however, it shares a large portion of its physical microwave network with County's enterprise microwave network. A critical segment of this microwave network is from Bryant Canyon to King City. ITD utilized ITD's enterprise CIP fund of \$100k to upgrade this link to a link with space diversity. It is more stable with better capacity and not subject to the irrigation effect, and space diversity issues alongside the south county area.
- **Mid-Coast (Glean Deven) Fire Repeater Site** – ITD is keeping Chief Goetz updated with project's progress. The Glen Deven equipment install has been completed. However, there are two leases that must happen before proceeding to the next step. These leases are for the US Coast Guard for Point Sur lease and Big Sur Campground with a private landowner. Alex Zheng finished negotiation with Big Sur campground, with a potential lease of \$15,000 a year with 3% escalator. However, there is nothing on paper or a formal agreement in place. Alex is waiting for response from the US Coast Guard regarding Point Sur lease arrangement. He will report back whenever they do. If any issues arise with the lease negotiations, Alex proposes the use of alternate backhaul technology, such as Starlink, which is not subject to line of sight, site, or lease restrictions.
- **Piedras Blancas** – This is another Big Sur site, and this site benefits multiple agencies including Sheriff's office, Big Sur fire and County fire as well. There is a plan to add the County fire channel to this location. This project is estimated to be completed in December of this year.

9. NGEN Operations Board Update

Gaudenz Panholzer reported the following:

- NGEN Operations Board met three weeks ago and provided updates to the Board and discussed action item confirming all members of the ECD/911 Operations Board continuing to serve as members of NGEN Operations Board.

10. Future Agenda Items

- Tina Nieto requested discussion on UASI grant as an item on the future agendas.

11. Adjournment: Meeting adjourned at 1425 hours.