

**NGEN Executive Board Minutes
April 11, 2024**

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	X
Vibeke Norgaard	City of Sand City	North Peninsula Cities	X
Jim Pia	City of Salinas	City of Salinas	X
Non-Voting Advisors	Agency	Representing	Present
Eric Chatham	Information Technology Dept.	Chief Information Officer	X
Lee Ann Magoski	Emergency Communications Dept.	Director of Emergency Communications	X
Keith Boyd – Ops Board Chair	Salinas Fire Department	NGEN Operations Board	X

Agenda Items:

1. **Call to Order and Introductions** – The meeting was called to order by Chair David Sargenti at 1401 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**
 - February 22, 2024 – Attachment 1 – **Action Item** – **David Sargenti**

ACTION/MOTION: Steve Adams made a motion to approve February 22, 2024 minutes. John Guertin seconded. Roll call taken. All members were in favor of approving minutes.

5. **NGEN Operations Board Update**
Keith Boyd presented the following:
 - Nothing to report at this time. NGEN Operations Board did not hold a March meeting.
6. **NGEN CIP Project Funding – Homeland Security Grant Program (HSGP)**
Thomas Montoya presented the following:
 - Department of Emergency management (DEM) presented a funding opportunity to ITD Radio through the Homeland Security Grant Program (HSGP) in the amount of \$363k. The grant requires spending of funds before May 2025.
 - In reviewing the NGEN CIP plan, it was determined that the Analog Overlay project fits the criteria and can be phased. Therefore, this funding will be allocated to a portion of the \$1 million analog overlay project.
 - Thomas plans to present this funding at the upcoming NGEN Operations Board meeting and Executive Board meetings for approval, with the intention of incorporating it into the overall project budget.

Board discussion:

Chair Sargenti asked DEM staff to provide some background as to why this money is now available. Kelsey from the Department of Emergency Management (DEM) explained the background behind the recent availability of funds. DEM, which has been managing the Homeland Security Grant Program since 2002, typically handles \$400,000 to \$500,000 every three years for projects submitted by local agencies in fire, law, health, and other sectors. These projects must meet federal grant guidelines and are evaluated by a grant approval authority including Chief Sargenti, Chief Klemek, Undersheriff Boyd, Chief Hober, and Elsa Jimenez from the Health Department.

Recent audits revealed that many procured projects from Fiscal Year 20 and 21 did not comply with county and federal procurement policies or grant guidelines. As a result, previously purchased equipment that couldn't be reimbursed through the grant was covered by the county.

With only a two-week window to allocate \$300,000, the county decided to focus on large regional projects that could benefit multiple public safety agencies and be completed within a year. The decision was made to fund NGEN and other capital improvement projects that were already on the long-term plan but had not been budgeted. This approach was deemed the most risk-averse and efficient given the constraints, and necessary approvals from CAL OES were secured to proceed with these projects.

7. NGEN Projects and Operations Report

Thomas Montoya presented the following:

- **POM FESD** – New Party Agreement is being routed for approval.
- **Phase-II** – Progress has been made with several agencies reaching out, obtaining quotes, and performing programming to ensure radios are Phase II ready. Coordination with vendors has revealed that a mix mode option can be implemented on these radios, allowing them to operate seamlessly in both Phase I and Phase II environments.
- **Lobos Ridge Site Buildout (Carmel PD)** – Significant progress has been made with the site owner, who recently resolved issues with cellular entities on their site. They are currently clearing space on the tower to accommodate the NGEN digital system. The goal is to have the system up and running in the summer of 2024.
- **Mid-coast (Glen Devon) Repeater Site** – The site has been fine-tuned and is broadcasting as intended. While some interconnectivity with the dispatch center still needs to be established, ongoing testing will be conducted in the coverage area. Efforts will continue to ensure the system meets Mid Coast's coverage requirements.
- **Greenfield Water Tank Site Buildout** – Vendor proposals are in hand, and the backhaul link is currently in design. The City of Greenfield will manage the site construction, which is progressing slowly.
- **EMS Med-Net Repeater Replacements** – Two out of five EMS Med-Net repeater replacements have been completed. The project is expected to finish by May.
- **Unauthorized Radio Transmitting on NGEN Digital System** – Recently, there have been unauthorized broadcasts due to someone using a lost or stolen radio with encryption capabilities. This individual has also reprogrammed their radio, complicating efforts to track and disable it. To address this issue, the team is developing a plan to implement rekeyed system software to block the unauthorized broadcasts. They are working closely with ECD and plan to present a draft plan to law chiefs and fire departments for feedback. Two potential solutions are being considered, with one presenting less risk. The individual's ability to spoof and change their user ID before turning off the radio makes it difficult to simply disable the radio. Long-term, the plan includes implementing link layer authentication to prevent unauthorized access by ensuring that each user ID is linked to specific hardware.

8. Schedule for 2024 Board Meetings

Thomas Montoya discussed scheduling for the upcoming Executive and Ops Board meetings. He aims to bundle meetings to make efficient use of time and noted that the boards are scheduled monthly, with cancellations as needed. NGEN Executive Board is meeting today and next week with the NGEN Operations Board, aiming to bring several actions for final approval by May, depending on whether they can meet with the Operations Board on April 18th. He suggested keeping the May 9th NGEN Executive meeting on the calendar until they confirm the April 18th meeting. Additionally, he proposed possibly rescheduling the August meeting to July to ensure quorum for Q3. This discussion is intended for planning and no immediate action needed.

9. Future Agenda Items

Thomas Montoya presented the following:

- Plan to present two Fiscal Year 24-25 projects to the Operations Board: the L3 Harris Core Upgrade and the Analog Overlay project. The goal is to seek approval for these projects, which will then lead to executive approval for funding. Additionally, the Operations Board will review the mutual aid and interoperability policy, which will later be presented to the Executive Board. This policy follows the earlier approval of the agreement template and involves the workflows and procedures behind the scenes.

10. Adjournment: Meeting adjourned at 1422 hours.