

**NGEN Operations Board Minutes**  
**August 15, 2024**

<b>Participants</b>	<b>Agency</b>	<b>Representing</b>	<b>Present</b>
Keith Boyd – Chair	Monterey County Sheriffs Dept.	Monterey County Undersheriff	<b>X</b>
Sam Klemek – Vice Chair	Salinas Fire Department	Salinas Fire Chief	<b>X</b>
Dave Hober	Monterey Police Department	Law Enforcement Agency 1 of 3	<b>X</b>
Greg Greenlee	Monterey Fire Department	Fire Protection Agency 1 of 3	<b>X</b>
Doug McCoun	Marina Fire Department	Fire Protection Agency 2 of 3	<b>X</b>
Chris Bourquin	Del Rey Oaks PD	Law Enforcement Agency 2 of 3	<b>X</b>
Matt Harris	Big Sure Fire	Fire Protection Agency 3 of 3	<b>X</b>
Bill Mixer	Greenfield PD	Law Enforcement Agency 3 of 3	<b>X</b>
John Murray	Salinas Police Department	Salinas Police Chief designee	<b>X</b>
Eric Chatham	Information Technology Dept	Chief Information Officer	<b>X</b>
Olivia Madrigal	Emergency Communications Dept.	Assistant Director of Emergency Communications	<b>X</b>

**Agenda Items:**

1. **Call to Order and Introductions** – The meeting was called to order by Chair Keith Boyd at 1531 hours.  
**Roll Call of Board Members and Advisors** – Rollcall taken by Leslie Madrigal and attendees marked present above.  
**Additions and Corrections to Agenda** – None.

2. **Approval of July 18, 2024 Minutes – Action Item – (Attachment 1) – Chairperson**

**ACTION/MOTION: Greg Greenlee made a motion to approve the July 18, 2024 meeting minutes. Seconded by Chris Bourquin. All were in favor. None opposed.**

3. **Interop Committee & Tactical Interoperable Communications Plan (TICP) Update**

DEM - Tracy Molfino presented the following:

- Tracy provided an overview of the Tactical Interoperable Communications Plan (TICP), which was last approved two years ago and is managed by the Department of Emergency Management (DEM).
- The TICP is a critical component of the NGEN Agreement and falls under the jurisdiction of the NGEN committees and participation from entities such as the Radio Shop. This plan addresses how to manage and share communications resources during emergencies, focusing on equipment and frequencies rather than access to the NGEN system.
- The Radio Shop is reviewing and updating the plan, addressing legacy equipment, and ensuring that current devices and frequencies are accurately listed. This includes gateways, cache radios, and other interoperable communication tools. The update will align with recent changes, such as the transition from OES (Office of Emergency Services) to DEM and the new language from the updated NGEN Agreement.
- The plan also involves reconstituting the Interoperable Committee to ensure its members are familiar with the document and prepared for emergency operations. This committee will be updated with new members who understand interoperable communications.
- Tracy expects the updated plan to be ready for review by the Disaster Council and NGEN Group within the next few months.

4. **NGEN L3Harris Core Upgrade CIP Project Update**

Thomas Montoya presented the following:

- Update on the L3 Harris Core Upgrade Project, which is part of the Capital Improvement Plan. This project involves replacing the core systems at IT and ECD and includes both the physical

installation of these systems and necessary software and firmware updates at the sites and dispatch consoles.

- The upgrade was initially approved as part of a 5-Year Plan, and in June, the NGEN Operations Board gave it the green light to proceed to the Executive Board. Since then, the Radio team has been working with L3 Harris, which has provided draft proposals that are currently under review. These proposals offer firm, fixed pricing with milestone payments spread over three fiscal years. This arrangement is expected to help avoid interest costs that were originally estimated, potentially leading to cost savings.
- L3 Harris has also presented options for replacing the dispatch consoles, which could reduce mobilization costs by taking advantage of their on-site presence and offering significant discounts. The cost for replacing a console, normally around \$30,000, has been reduced by more than 50% under the current proposal.
- Thomas mentioned they are also exploring opportunities to leverage economies of scale. They are working on another project in Greenfield to construct a new site. Since L3 Harris' mobilization costs do not significantly increase with the number of sites, combining this project with the core upgrade could further lower overall costs.
- There is ongoing discussion about the impact of the upgrade on future operational costs. The existing maintenance and support fees have been fixed for approximately ten years, and negotiations are underway to maintain this grandfathered pricing. However, there is a possibility that these recurring fees could increase.
- Thomas expects to have final numbers soon and will present a comprehensive proposal, including any potential cost savings from bundling the projects, to the board for review. This update aims to keep this board informed about the project's progress and upcoming steps.

#### *Board discussion:*

Don Clark raised a concern about the dispatch consoles, which are currently listed as an optional upgrade. He emphasized that these consoles are outdated, frequently fail, and take a long time to repair, which creates operational challenges. Don noted that there are only a few spare consoles available, and given the increasing frequency of failures, he questioned why the upgrade was not considered essential.

Thomas Montoya explained that the original scope of the project focused on replacing the core systems and updating software, with dispatch consoles being added as an option. However, recent iterations of the project have included the dispatch consoles within the budget, making it feasible to consider their replacement as part of this project.

Thomas agreed that leveraging the current mobilization for both this upgrade and the Greenfield project could help manage costs effectively. He acknowledged the need to keep the replacement of the hardware within budget and expressed a commitment to include the console replacements in the full project proposal.

Alex Zheng supported this approach and clarified that merging the two projects could help avoid additional labor costs. He assured that once the updated proposal is ready, it will be presented to the board. Alex also reassured Don that the team understands the importance of addressing the issues with the outdated consoles and will aim to address this concern in the project's final scope.

## **5. NGEN Projects and Operations Report**

Thomas Montoya presented the following:

- **Phase-II/Encryption Re-key** - plan is nearly ready for publication and that there was a recent coordination meeting with the Dispatch and ECD teams to finalize details. Some additional tasks for the reader shop have been identified, and work is ongoing to address these before the re-keying begins. Given the upcoming holidays, the project aims to start around mid-September. Thomas advised the Law Chiefs to review how the re-keying plan might affect their operations.

He suggested that a Zoom meeting might be necessary to discuss the plan in more detail or that he could present the update at the next Law Chiefs meeting.

- Several members of the Board requested that the Phase-II and Encryption Re-Key projects / tasks be separated and that a sidebar coordination occur. The 10-week cutover duration in which agencies will transition onto non-encrypted countywide channels is considered excessive and members of the board noted that it may not be worth doing the re-keying work if it takes this long i.e. every 24 months the system is required to go offline for upgrades for 2.5 months. There is a political consideration too. Encryption re-keying was confirmed to be part of a best practice every two years (cadence can be adjusted if required) but was also being recommended as a mitigation measure that is in response to the recent rogue radio incident.
- Phase-II programming to enable mixed-mode on the system and on subscriber units is the next milestone for the Phase-II project. This programming effort doesn't address the license features that each agency would need to procure or new radios that are Phase II capable. Phase-II licensure feature procurement are being handled on a case-by-case basis as agencies can afford. Phase-II will be coordinated in the sidebar coordination.
- **NGEN Radio System Access Administrative Policy** - The policy has been circulated to the chair and vice chair, and feedback has been received from several individuals. Once all comments are collected and reviewed, the policy will be prepared as an action item for further consideration.
- **Emergency Responder Radio Communication System (ERRCS) Policy** - policy is also under development. A draft of this policy is expected to be released to the chair and vice chair in September.
- **NGEN Analog Overlay CIP – RFP in progress** - RFP for the NGEN analog overlay CIP is currently open, with vendor bid packages due by next Friday. After receiving the firm, fixed pricing, the information will be prepared for final approval by the Executive Board in September.
- **Mid-Coast (Glen Devon) Site – on 8/1/24 ECD dispatch services commenced** – system has gone live.
- **Lobos Ridge Site Buildout (Carmel PDF)** – Amendment One is scheduled for approval by the Board of Supervisors on August 20th. Once approved and executed, both parties will receive notice to proceed, with potential mobilization anticipated in September.
- **Greenfield Water Tank Site Buildout** – vendor proposals have been received. The team is collaborating with Greenfield Public Works and their city engineer to design and construct a shelter for the new digital channels. This project is being considered for potential cost savings by leveraging mobilization efforts from L3Harris.
- **County-owned Radio Site Power and HVAC Standardization CIP – BOS approved (\$500k year 1)** - \$500,000 in funding for the county's radio system power and HVAC standardizations for Year One has been approved by the Board of Supervisors. The project involves obtaining proposals from vendors to replace rectifiers and power supplies with models that can be monitored and controlled remotely, as well as updating HVAC systems and installing generators at various sites.

## 6. Next Scheduled Meeting – September 19, 2024

Thomas asked if this board would be open to moving meeting date up to September 5, 2024, if L3Harris proposal was received by next week. Chair asked to wait for necessary data from L3 Harris before moving any dates as these are recurring meetings. Vice chair agreed, but suggested if everything necessary was received, it could be passed on to chair and vice chair for final decision on moving meeting date.

## 7. Adjournment: Meeting adjourned at 1608 hours.