NEXTGEN RCS BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING

SAN DIEGO COUNTY – IMPERIAL COUNTY
BOARD OF DIRECTORS

Wednesday, February 6, 1:00 p.m.

COUNTY OPERATIONS CENTER
5500 OVERLAND AVENUE, ROOM 120
SAN DIEGO, CALIFORNIA 92123

Meeting was called to order at 1:00 p.m.

PRESENT: Directors Bill Paskle, Chair; Holly Crawford, Vice Chair; Henry Tsui; Blair King, Michael Marquez; Alex Silva; Chuck Peraza; Peter Callewaert; Brett Van Wey.

AGENDA ITEMS

1. Roll Call and Determination of Quorum - The following Directors were in attendance and a quorum was established:

   Mr. Henry Tsui, Caltrans
   Ms. Holly Crawford, County of San Diego
   Commander Peter Callewaert, San Diego County Sheriff's Department
   Chief Bill Paskle, San Diego County Fire Chiefs' Association
   Chief Alex Silva, IVECA
   Chief Chuck Peraza, IVECA
   Chief Brett Van Wey, San Diego County Fire Chiefs' Association
   Mr. Blair King, San Diego City/ County Managers Association

2. Welcome and Introduction - Chief Paskle welcomed the group.

3. Purpose of the meeting is to conduct the business of the NextGen RCS Board of Directors.

NextGen RCS Board of Directors

SAN DIEGO COUNTY - IMPERIAL COUNTY
Chief Bill Paskle, Alpine Fire Protection District (Chair) - Holly Porter, OES, County of San Diego (Vice Chair)
Commander Peter Callewaert, San Diego County Sheriff's Department - Chief Jose Tellez, National City Police Department -
Blair King, City of Coronado - Chief Bret VanWey, San Marcos Fire Department
Henry Tsui, Caltrans –Tony Rouhotas, IVECA - Chief Chuck Peraza, IVECA

4. Approval of the NextGen RCS Board of Directors' Minutes for the Meeting of October 10, 2018.
   ACTION:

   ON MOTION of Chief Peraza, seconded by Mr. King, the Board of Directors approved the Minutes for the Meeting of October 10, 2018.

   AYES: Directors Bill Paskle, Chair; Holly Crawford, Vice Chair; Henry Tsui; Blair King, Michael Marquez; Alex Silva; Chuck Peraza; Peter Callewaert; Brett Van Wey.

   Note: Director Chief Michael Marquez, SD Unified School District PD, joined the meeting at 1:03p.m.

5. Public Comments - There were no public comments.

6. Revenue/ Billing Update (October 2018- January 2019)
   6.1 Network Operating Cost (NOC) Billing and Revenue - See attachment
   6.2 Trust Fund Balance - See attachment

7. Network Operations Update

   7.1 Monthly Reports (October 2018- January 2019) – Mr. Brooks reported on behalf of Mr. Root the following updates:

   October 2018: 3.1 million conversations with 158 busies. No unscheduled incidents to report for October.

   November 2018: 3.1 million conversations with 165 busies. There were two incidents of note.

   On November 7th, there was a UPS failure at Superstition unit was placed in bypass until repairs could be completed. UPS has been repaired.

   On November 24th at 2130 the UPS at the UC MED failed. Unit was put in bypass at 2400 to bring site online. UPS has been repaired.

   December 2018: 3 million conversations with 29 busies. There were three incidents of note.

   On December 11th the UPS at the Volcan North failed. The Northeast Simulcast went down at 1452 due to the UPS failure at Volcan North that operates as the Northeast Simulcast Prime site. Technicians were in the area and put the UPS in bypass to restore the Northeast Simulcast to service. UPS has been repaired.

   On December 13th and 19th the T1 link servicing the Imperial County Palo Verde site went down. The site was restored in one hour on the 13th and two hours on the 19th.

On December 28th the leased T1 servicing Sidewinder went down, the service was restored the same day.

January 2019: 3.2 million conversations with 42 busies. There was one incident of note.

On January 12th, there was a UPS failure at San Marcos Mountain; the UPS was placed in bypass until repairs could be completed. UPS has been repaired.

Annual RCS traffic January 1, 2018 – December 31, 2018 there was 39,999,835 conversations with 4,904 busies and of those 4,904 busies 3,809 were incurred during the Rebanding of the Northeast Simulcast in August 2018.

8. Administrative Update

8.1 Grants Update – Mr. Brooks reported that all eleven San Diego County dispatch centers (Carlsbad, Chula Vista PD, Chula Vista FD, El Cajon PD, Escondido, Heartland, La Mesa, North Comm, Oceanside, Coronado, and National City) that were utilizing UASI grant funding to transition to the NextGen compatible consoles have completed their updates. With these dispatch centers update, the NextGen upgrades will not be delayed due to agencies outside the scope of the RCS replacement NextGen project. In addition to the dispatch centers there are two dispatch centers with links to be updated from leased T1's to microwave: La Mesa and Coronado. These two agencies are utilizing 2017 UASI grant funding and are on schedule to complete installations by the end of 2019. These updates do not directly impact RCS NextGen transition and testing schedule.

The RCS is waiting on confirmation from the State through City of San Diego on 2019 UASI grant request for $240,000 to continue staff augmentation through June 2020, for the substantial completion of NextGen radio system.

8.2 Training Update – Ms. Dorame reported 34 classes were completed with 491 people trained to date. There are 11 confirmed classes between February to June, and 2 more pending confirmation.
Ms. Dorame is working on a few hosted classes for the remainder of this Fiscal Year. Preparations are going well for the NextGen transition. Ms. Dorame has been working with Steve Carney from Motorola and will have the first information session set up for February 21, 2019 (flyer included) as well as video vignettes and job aids for Field Personnel. Mr. Carney plans on having the job aid completed for the February 21st session. This was sent out to Law and Fire Operations personnel. Information gathered from this session will be used for future sessions. Ms. Dorame is working with Fire contacts and will have a few dates set up for March or April. Over the next couple of months, Ms. Dorame will target Public Services, Public Works, Caltrans and other County agencies. Class flyers will be available at the NextGen Sessions for those who have not yet taken the field class.

Ms. Dorame will also be working with Imperial County Emergency Communications Project Coordinator, Mark Schmidt, to offer similar NextGen sessions to Imperial County in June. The RCS is at a strong start to this transition.

9. Major Projects Update

9.1 RCS Site Projects Status - Mr. Brooks reported the following updates for the 2018/19 projects:

Generator replacement: There are 5 generator replacements to be completed. County DGS who maintains and manages the replacement of RCS generators has completed site visits to all five sites and provided spend plans. The spending plans have been approved and the generators will be installed over the next year, however, County DGS has not provided a final schedule at this time.

Battery replacement project: The County put the RFB for battery replacement on the street last week and is working with vendor inquires. Once RFB process is completed Wireless Services Division (WSD) will work with selected vendor to start the battery replacement projects based on evaluation of current batteries.

RCS Cache replacement: This is a project to update all RCS cache radio to P25 phase II by January 2022. The 270 radios were broken into three purchases of $400,000 each year. The first year purchase included 118 APX6000 portable radios that have been ordered and received and are currently pending programming with the cache radio code plug.

Encina Power Plant: For the Encina power plant demolitions, Eric Leuze, VP Asset Management at NRG West o provided email confirmation that NRG will revise their plant demolition schedule to accommodate a 6-month delay in stack demolition from Oct 1, 2019 to April 1, 2020. This will allow RCS to continue operating the legacy RCS equipment at the Encina Stack until migration to NextGen is completed. The NextGen radio system was designed with the knowledge that the Encina Stack site would not be available and utilizes the new sites at Ellery and San Onofre to provide coverage. Once users are on the NextGen, NRG can demo the Encina Power Plant smoke stack and it will have no impact on NextGen coverage. The RCS is waiting on a formal updated termination of lease notification stating April 1, 2020.

Discussion: Chief Paskle inquired about the areas that could possibly be dead zones including the north coastal cities. Mr. Brooks replied the transition will be between the RCS and NextGen. NexGen was designed with Encina not being part of coverage predictions.

9.2 NextGen RCS Project Status – Mr. Hazlett reported Phase 2 existing site installation with scheduled completion in March. One site required approval from the State of California and the approval came through last week. Out of the 51 sites, 49 are ready to go. Field functional testing is scheduled for March. Coverage testing is scheduled to begin in April. Phase 3 new

construction started in San Onofre; however the construction will be delayed for a couple of weeks due to weather. Scheduled completion of this site is June 2019. Transition planning is underway with 20,000 subscriber radios to be transitioned to the new system. Project scope, schedule and budget are all on track.

9.3 IVECA Projects- Mr. Schmidt reported there are T1 issues; however the issues are being addressed while working with RCS San Diego Engineering team to install a microwave link between Ogilvie Communication site to the CHP Sidewinder. Due to the partial government shutdown, the Cahuilla project was delayed, but is now back on track. Mr. Schmidt is working with BLM to review final plans for the shelter. The Navy is still responsible for the tower.

9.4 800 MHz Rebanding – Mr. Brooks reported on behalf of Mr. Root updates on the rebanding project. The infrastructure retuning has been completed. There are roughly 9,000 subscribers units that will require a second touch, with the remaining subscribers getting the second touch of rebanding at the same time they are reprogramed for NextGen.
The City of San Diego will be retuning their 800 MHz system during the week of February 25th – March 1st. Minimal impact is anticipated to the RCS network from a user loading standpoint. Kim Anderson from the City of San Diego sent out a Rebanding Advisory on February 4th outlining the timing and impact of the City of San Diego retune.

9.5 First Net- Mr. Brooks reported Sheriff's WSD Engineering team is working with Sheriff's Data Services Division (DSD) to evaluate the FirstNet data and voice PTT system interface. WSD is attending the Public Safety Technology Alliance (PSTA) monthly meeting. The PSTA is comprised of telecommunications industry, public safety, and technology leaders, and is a nonprofit coalition with a mission of adopting open, best-in-class, standards-based technology for the public safety user community. TJ Kennedy put together an LMR IP-Based Interoperability Protocol Comparison Chart for discussion during conference calls. The objective is to understand how FirstNet will operate (security, tracking users, recording, provisioning access, costing, impact on RCS capacity, etc.).
DSD met with AT&T yesterday to discuss single sign on and is looking at getting some test devices with the main focus on the data side, not on PTT side. FirstNet/ AT&T is not ready for PTT integration at scale yet. They do have some small trials going on in Sacramento area but nothing that we can be even remotely comfortable with.
In addition to the limited information on integrating voice PTT, WSD is currently holding off any configuring to connect FirstNet into the RCS due to ongoing NextGen modifications and updates.

Discussion: Chief Paskle commented that few AT&T representatives are reaching out to the RCS agencies. Mr. Brooks added Motorola has been partnering with a lot of agencies for the data side of it; however the First Net Voice portion is still not fully developed. It will be months before an interface can be set up from the core.

10. Consent Agenda

 10.1 Request the RCS Board approve new RCS Customer Agreement for Manzanita Police Department for ten (10) radios on the RCS.

 10.2 Request the RCS Board approve new RCS Customer Agreement for Coast Medical Transport, Inc.

 10.3 Request RCS Board approve an amendment to the Ocean Hills Country Club RCS Customer Agreement to extend the term to March 31, 2021.   .

 ON MOTION of Mr. King, seconded by Chief Van Wey, the Board of Directors approved the Consent Agenda.

 AYES: Directors Bill Paskle, Chair; Holly Crawford, Vice Chair; Henry Tsui; Blair King, Michael Marquez; Alex Silva; Chuck Peraza; Peter Callewaert; Brett Van Wey.

11. Main Agenda

 11.1 Request RCS Board to form a subcommittee to evaluate San Diego Gas & Electric's (SDG&E) proposal to bringing in additional radios in the RCS.

 Discussion: Chief Michael Marquez was formally introduced. Chief Paskle and Chief Marquez both volunteered to serve on the subcommittee.

 Discussion: Mr. King inquired on the options available for SDG&E to add in the radios. Mr. Brooks replied that there are three options for evaluation: first is to bring them in as a partner due to the substantial amount of radios that SDG&E has but that would entail amending the agreement with 50 participating agencies; another option is for SDG&E to do a one-time buy in and deposit the payment into the RCS Trust Fund; and last option is to bring on all radios at a customer rate.

 11.2 2018-2019 Proposed Budget Presentation (see attached) was presented by Ms. Pia.

 11.3 Request the RCS Board approve the FY 2019-2020 RCS Budget.

 ON MOTION of Chief Van Wey, seconded by Commander Callewaert, the Board of Directors approved the FY 2019-2020 RCS Budget and *the NOC will remain at $28.50 per radio per month*.

 AYES: Directors Bill Paskle, Chair; Holly Crawford, Vice Chair; Henry Tsui; Blair King, Michael Marquez; Alex Silva; Chuck Peraza; Peter Callewaert; Brett Van Wey.

12. Motorola Integration Update- Motorola (Mr. Gary Bibler and Mr. Steve Carney) presented the Subscriber Transition Update that outlines the general implementation, timeline and user experience challenges (see attached presentation for details). Motorola will provide training and familiarization materials for the transition to all users.

    Discussion: The RCS BOD raised concerns on the cutover schedule and asked Motorola to provide solutions that will be presented on the next meeting.

13. Roundtable- Chief Paskle presented a Certificate of Appreciation for Chief Rodriguez.

14. End of Meeting - The meeting ended at 2:00 p.m.

Next Board of Directors Meeting is on Wednesday, April 10, 2019 at 1:00 p.m.

County Operations Center
5500 Overland Avenue, Room 120, San Diego, CA 92123

FISCAL YEAR 2019-2020

PROPOSED BUDGET

OF THE

SAN DIEGO COUNTY - IMPERIAL COUNTY
REGIONAL COMMUNICATIONS SYSTEM

RCS BOARD OF DIRECTORS
Wednesday, February 06, 2019

PROPOSED NOC RATE AT $28.50

Regional Communications System

SAN DIEGO COUNTY - IMPERIAL COUNTY

FISCAL YEAR 2019-2020 PROPOSED BUDGET SUMMARY		
Network Operating Cost (NOC) at $28.50 for FY 2019-2020		
Operations & Maintenance (O&M) Budget Summary		
Projected O&M	$	(8,035,120)
Projected NOC Revenue per radio & T1 Network Services Revenue	$	6,567,084
Customer Infrastructure Payment Revenue	$	718,059
Net Balance	**$**	**(749,977)**
Customer Infrastructure Payment Revenue		
Net Balance of O&M	$	(749,977)
Requested Revenue from Trust Fund #61346	$	749,977
O&M Net Balance	**$**	**-**

RCS Infrastructure Budget Summary		
Infrastructure Replacements / Improvements/ NextGen	$	(3,187,967)
Requested Revenue from Trust Fund #61346	$	3,187,967
Net Balance	**$**	**-**

Summary - RCS BOD

FISCAL YEAR 2019-2020

REGIONAL COMMUNICATIONS SYSTEM (RCS)
Proposed Revenue Projection
Network Operating Cost (NOC) at $28.50 for FY 2019-2020

REVENUES

Network Operating Cost (NOC) Revenue	Radio Counts				Revenue			
	FY 18/19 Units (Budgeted)	FY 19/20 Units (Proposed)	Change	Percent Change	FY 18/19 NOC Revenue ($28.50/mo)	FY 19/20 NOC Revenue ($28.50/mo)	Change	Percent Change
RCS Partner Agencies	10,718	11,071	353	3.3%	3,665,556	$ 3,786,282	$ 120,726	3.3%
County of San Diego	6,399	6,477	78	1.2%	2,188,458	$ 2,215,134	$ 26,676	1.22%
RCS Customer Agencies	1,706	1,454	(252)	-14.8%	583,452	$ 497,268	$ (86,184)	-14.8%
TOTALS	**18,823**	**19,002**	179	1.0%	6,437,466	$ 6,498,684	$ 61,218	1.0%
T1 Network Services Revenue					$ 68,400	$ 68,400		
Total NOC and T1 Network Revenue					$ 6,505,866	$ 6,567,084	$ 61,218	0.9%

TRUST FUND REVENUE

Trust Fund Revenue	FY 19/20 RCS Projected Revenue		Change	Percent Change
	FY 18/19 (Budgeted)	FY 19/20 (Proposed)		
RCS Customer Infrastructure Payments	$ 867,266	$ 718,059	$ (149,207)	-17.2%
TOTAL	**$ 867,266**	**$ 718,059**	**$ (149,207)**	**-17.2%**

* Based on January 2019 Billing

FISCAL YEAR 2019-2020
REGIONAL COMMUNICATIONS SYSTEM (RCS)
Proposed Expenditure Projection

EXPENDITURES

Operations and Maintenance Budget Network Operating Cost (NOC Revenue)	FY 17/18 Budget	FY 17/18 Actuals	FY 18/19 Budget	FY 19/20 Proposed	FY18/19 AND FY 19/20 VARIANCE	Percent Change	NOTES
Salary and Benefit Costs	3,911,415	3,419,026	4,063,696	4,243,136	179,440	4.4%	Increase due to NEW POSITION
Services and Supplies	1,331,914	1,020,439	1,361,467	1,490,526	129,059	9.5%	Increase due to one time request for network security audit and monitoring ($130K)
Vehicle Maintenance	190,000	166,747	204,824	221,503	16,679	8.1%	Increase due to 5% annual escalator + depreciation cost of replacment vehicles
Rents, Leases, and Facility Operating Costs (FOC)	1,564,954	1,528,663	1,792,594	2,079,955	287,361	16.0%	Increase due to NEW SITES (13%); annual escalator (3%)
TOTALS	**$ 6,998,283**	**$ 6,134,875**	**$ 7,422,581**	**$ 8,035,120**	**$ 612,539**	**8.3%**	

TRUST FUND EXPENDITURES

Infrastructure Replacement/Improvement Budget (Trust Fund)	FY 17/18 Approved	FY 18/19 Approved	FY 19/20 Proposed	EXPENSE ACCOUNT	REVENUE ACCOUNT
(NextGen) Admin Analyst Part-Time	65,000	74,874	86,670	S&B	
(NextGen) Telecom Tech IV Full Time		160,378	167,271	S&B	
(NextGen) Telecom Tech IV Part-Time	40,000	41,482	43,965	S&B	
Rebanding/NextGen Overtime*	170,000	170,000	170,000	S&B	
Generators with ATS (4)	175,000	350,000	440,000	52737	
HVAC (2)		25,000	30,000	54967	
Battery Replacements (16 sites)		104,000	100,000	52370	
Alarm system (12 sites)		95,000			
Motorola radio replacement for RCS cache **		400,000	400,000	52566	
Training radios replacement			92,000	52566	
Rekey RCS Sites			50,000	52370	
Security Camera Upgrade - Bunker			20,000	52370	
Security Card Reader Access System - Bunker			20,000	52370	
Site Relocation/Development - Encina site move to Ellery			500,000	52370	
Site Relocation/Development - Avocado Flatts			650,000	52370	
RCS Site Relocations/Acquisitions (planning costs)	50,000				
RCS Site Otay Mountain Relocation	250,000				
Motorola Support	85,000	91,000			
NextGen Backhaul Configuration	75,000	75,000	75,000	52370	
Migrate NextGen RCS to New Building		1,000,000	343,061	52370	
NextGen Consultants (FE) -SDG&E		20,000			
TOTALS	**$ 910,000**	**$ 2,606,733**	**$ 3,187,967**		**47540**

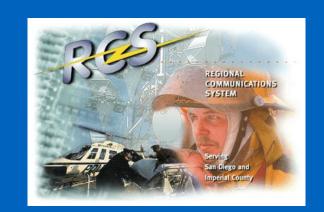| Operation and Maintenance Cost	423,899	125,082	749,977

Deposited $504K rebanding payment from Sprint on September 25, 2014

** Total project is estimated at $1.2M; project is scalable and can be purchased in the next 3 years ($400K/year) no later than 2021

AGENDA

A. Transition Overview:

   1.   General Implementation and Timeline

B. Detail of Transition:

   1.   Current Implementation plan

   2.   Next Phases of Implementation

C. User Experience:

   1.   Impacts to User

   2.   Training and Familiarization

   3.   User Outreach and Support

Transition Overview

- General Implementation
  - Replace existing SmartZone/SmartX system with new 50-site, P25 ASTRO system with DSR
  - Program and cutover 22,000 radios from SmartX to new P25 Next Gen Phase 2 system

- Timeline
  - Radio programming start August 2017
  - Rebanding requirements coordinated in programming effort
  - FNE and antenna implementation Spring 2019
  - Site optimization and system testing Summer 2019
  - Cutover scheduled from Sept 2019 through March, 2020
  - Restricted radio programming during cutover
  - Next Gen phase 2 project complete in June 2020

Transition Detail

- **Current Implementation Plan**
  - Detailed scheduling of agency migration
  - Coordinated migration of agencies and system resources (voice channels)
  - Coordinated documentation available to all stakeholders
  - Navigation of transitional fleet map
    - All New Next Gen phase 2 zones and talk groups have * indicators
    - Universal delineator among all radios in the system
    - Assists support personnel in user troubleshooting
- **Next Phases of Implementation**
  - Development of cutover schedule
  - Fine tune the planning process
  - Continue user outreach, training and familiarization

User Experience

- **Impacts to Users**
  - Learn schedule and process
  - Understanding of programming and cutover activities
  - Understand interoperability issues and workarounds
- **Training and Familiarization Materials**
  - Coordination with RCS Trainers and agency liaisons
  - On site tutorials from programmers (in progress)
  - Videos and "visor" cards
  - Materials on RCS Website
  - Description of screens
  - Provide specific Instructions for before, during and after cutover
- **Outreach to Agencies**
  - Provide and maintain comfort level for users
  - Provide avenue for user support