



**San Diego County – Imperial County
Regional Communications System**

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**NEXTGEN RCS BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING**

SAN DIEGO COUNTY – IMPERIAL COUNTY
BOARD OF DIRECTORS

Wednesday, October 13, 2021 1:00 p.m.

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

Meeting was called to order at 1:08 p.m.

PRESENT: Directors Graham Mitchell; Theresa Adams-Hydar; Brian Boggeln; Ned Vander Pol; Ernesto Fermin; Alfredo Estrada Jr.; Brian Johnson

AGENDA ITEMS

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

Mr. Graham Mitchell, City of El Cajon/County Manager's Association

Commander Theresa Adams-Hydar, San Diego County Sheriff's Department

Mr. Ernesto Fermin, Caltrans

Chief Ned Vander Pol, San Diego Fire Chiefs' Association

Chief Brian Boggeln, San Diego Fire Chiefs' Association

Chief Alfredo Estrada Jr., Imperial Valley Emergency Communications Authority (IVECA)

Note: Chief Brian Johnson, (IVECA), joined meeting at 1:13 p.m.

2. Welcome and Introduction – Mr. Mitchell welcomed the group.
3. Purpose of the meeting is to conduct the business of the NextGen RCS Board of Directors.
4. Approval of the NextGen RCS Board of Directors' Minutes for the Meeting of May 12, 2021.

ACTION:

NextGen RCS Board of Directors

SAN DIEGO COUNTY - IMPERIAL COUNTY

Graham Mitchell, City Manager, City of El Cajon (Chair) - Commander Theresa Adams-Hydar, San Diego County Sheriff's Department (Vice Chair)

Jeff Toney, Director, San Diego County Office of Emergency Services - Chief Jose Tellez, National City Police Department

Chief Michael Calderwood, Carlsbad Fire Department - Chief Brian Boggeln, Alpine Fire Protection District - Ernesto Fermin, Caltrans

Chief Alfredo Estrada Jr., Imperial County Fire Department, IVECA – Chief Brian Johnson, El Centro Police Department, IVECA

ON MOTION of Commander Adams-Hydar, seconded by Chief Estrada, the Board of Directors approved the Minutes for the Meeting of May 12, 2021.

AYES: Directors Graham Mitchell; Theresa Adams-Hydar; Brian Boggeln; Ned Vander Pol; Ernesto Fermin; Alfredo Estrada, Jr.; Brian Johnson

5. Public Comments - There were no public comments.
6. Revenue/ Billing Update (May 2021 - September 2021)

6.1 Network Operating Cost (NOC) Billing and Revenue - See attachment

6.2 Trust Fund Balance - See attachment

Discussion: Mr. Mitchell inquired about status of outstanding receivables. Ms. Pia confirmed that all outstanding accounts are collectible, and agencies are contacted regarding payment or past due balance. Mr. Mitchell also inquired about the RCS trust fund amount to which Ms. Pia and Mr. Brooks explained that the trust fund is allocated for infrastructure improvement and maintenance costs; generator, HVAC and battery system replacement; and future cyber-security enhancement. A five-year financial plan was forecasted for the use of trust fund and the goal is to continue to use these funds to help with operational costs and not increase the NOC rate until the funds are down to an acceptable level.

7. Network Operations Update

7.1 Monthly Reports (June 2021– September 2021) –Mr. Brooks reported the following updates:

June 2021: 3.0 million call setups with 8 busies. Busies occurred on the shared San Diego/Imperial County Hendrix Peak Astro Repeater (ASR) site. No incidents to report.

July 2021: System statistical information was not logged for the month of July due to a system configuration change. All system performance, alarming and status information was monitored and captured for the month. No system issues reported.

August 2021: 3.6 million call setups with 5 busies. 1 busy occurred on the East Simulcast, 3 busies occurred on the West Simulcast and 1 busy occurred on the shared San Diego/Imperial County Hendrix Peak ASR site. No incidents to report.

September 2021: 3.8 million call setups with 13 busies. 5 busies occurred on the South Simulcast, 6 busies occurred on the West Simulcast, and 2 busies occurred on the Imperial County Calexico ASR. No incidents to report.

The busies are short intervals and the system is performing as it should. No major incidents to report this past quarter.

8. Administrative Update

8.1 Grants Update – Mr. Brooks reported the following updates:

Currently, RCS has no active or pending grant funding requests.

Wireless Services Division (WSD) and County of San Diego attempted to receive approval to meet an October 1st deadline for UASI grant funding for the GPS functionality implementation into the NextGen system. Approvals were delayed from the State and unable to meet the deadline and funding was returned to UASI for reallocation. Goal is to have GPS functionality in early 2023 for deployment to agencies and dispatch centers for field unit situational awareness.

WSD is working with local fire agencies throughout San Diego County on a 2021-2022 UASI grant funded Fire VHF communications project approved by the RCS Board in the February 10, 2021 meeting. Approval was given to use the RCS microwave backhaul network for Fire VHF to be integrated into the RCS infrastructure which will provide access to VHF channels on the RCS dispatched center consoles.

8.2 Training Update –Ms. Dorame reported the following training updates:

Classes: 10 Console and Field classes with a total of 115 participants have been trained.

Trainers: 6 available trainers and 1 new trainer going through the certification process with expected certification completion within the next few months.

New Projects: The RCS website contract is complete and is in the discovery phase with plans to post a survey on the current website. The survey will become available to Agency Leads, internal/external contacts and the RCS Board for feedback.

Specialty class requests for Field and Console class presentations are being scheduled as needed. Training materials for Harris and Kenwood radios are being created. Q&A sessions with WSD technicians will also be set up. Currently, there are six tentatively scheduled classes through December, and Saturday classes are scheduled to begin.

9. Major Projects Update

9.1 RCS Site Projects Status - Mr. Brooks reported the following updates for the 2020/2021 projects:

Generator Replacement Project: Currently, there are seven pending generator installs from prior fiscal years and the Department of General Services (DGS) is working to get caught up due to a backlog. Two generators have been installed and completed at Emery Hill and Volcan North sites. The Lyons Peak generator replacement is scheduled for completion by next week.

The remaining generator replacements are tentatively scheduled for completion during the next calendar year 2022. There are no issues with the generators that are 15 years old, but all will be replaced based on age and not due to failure. As part of the NextGen project, a new Regional Communications Facility at San Ysidro was built and once all equipment has been moved from the City of San Diego site to the new facility, the generator will also be moved as it was replaced only a couple of years ago.

Heating Ventilation and Air Conditioning (HVAC) Replacement Project: HVAC units at Palomar and Los Pinos was awarded to a vendor through the bidding process, with installation expected before the end of the year. The HVAC unit located at Point Loma RCS site will need replacement due to failure. The unit was repaired and the request for replacement unit is currently with the Department of Purchasing and Contracting (DPC) to place on BuyNet for bids.

48 Volt Battery Replacement Project: This project is for the replacement of the emergency backup of the 48V DC battery strings that provide power for the RCS microwave equipment, in the event of a power failure where power is interrupted and the site generator fails, is ongoing. There are a total of 59 sites with 48V battery systems; 43 have been replaced to date. Nine sites were replaced under the NextGen New Site Project development and seven sites remain for the 48V battery systems installation.

Lock Replacement – The site security lock replacement project is scheduled to be completed by the end of October. Combination locks not changed in several years are being replaced with key locks for site security at all RCS shared sites.

9.2 NextGen RCS Project Status – Mr. Santiesteban reported the following updates:

Project Milestones: The Pala radio site has been activated and now operational on October 13, 2021. The Black Mountain radio site entry and testing agreement to complete soil analysis and environmental audits has been received to continue to move forward for tower permit process. San Ysidro site development final inspection has been received.

In-work: The subscriber reprogramming change order continues to move forward and is ongoing. This is the removal of the legacy analog smartzone talk groups/configuration from all subscriber radios. The El Centro and Calexico Fire agencies are scheduled for distribution during the month of October. The San Ysidro radio site San Diego Gas and Electric (SDG&E) contract has been signed and electrical utilities for electrical power are on schedule to be completed in early December. The Black Mountain site permits for soil analysis will be completed during the 90-day window per agreement with PacBell and will be scheduled by Motorola within this next week.

Future plans include the completion of the remaining activities for the Pala and San Ysidro sites. Coordination to move forward with the Black Mountain permits is being processed for this site and completion of site survey.

Phase 3: Current balance for the Phase 3 project is \$1.71M, amended credit received increasing the balance from the previous 1.16M. Contingency balance of \$806K, for an overall project balance total of \$2.5M.

9.3 IVECA Projects- Mr. Schmidt reported that IVECA along with Consultant Mission Critical Partners continue to work on the development of a public safety answering point and a final regionalization plan is anticipated to be available for presentation to the IVECA Board during the first quarter of 2022. Third quarter generator seasonal planned maintenance and inspections has been completed and no issues to report. Mr. Schmidt is working with Ms. Dorame in developing plans for fire field user radio classes to be held during the fourth quarter.

9.4 FirstNet – Mr. Brooks reported: Pilot testing was completed by Wireless Services and Data Services Division staff. Pilot testing done to test end user equipment by patching into the LTE interface. Staff is testing limitation on equipment usage. Next step is to integrate into the RCS in a formal level to manage and evaluate the RCS. This step will require a full bid process and will be completed in the future. Currently testing how end user equipment can provide radio service over LTE.

Discussion: Mr. Fermin inquired if there has been testing of units that can also accept LTE. Mr. Brooks confirmed that the specific radio-based LTE units will be tested going forward.

10. Consent Agenda

10.1 Request the RCS Board approve a new RCS customer agreement with 760 Fire Photography for up to five (5) radios.

10.2 Request the RCS Board approve a new RCS customer agreement with San Dieguito River Park JPA for up to 10 radios.

10.3 Request the RCS Board approve a new RCS customer agreement with U.S. Department of Homeland Security, Homeland Security Investigations for up to 30 radios.

10.4 Request the RCS Board approve a new RCS customer agreement with Sweetwater Authority for up to 20 radios.

10.5 Request the RCS Board approve a new RCS Mutual Aid agreement with Geo Transport for up to 10 radios

ON MOTION of Chief Vander Pol, seconded by Chief Boggeln, the Board of Directors approved the Consent Agenda items.

AYES: Directors Graham Mitchell; Theresa Adams-Hydar; Brian Boggeln; Ned Vander Pol; Ernesto Fermin; Alfredo Estrada, Jr.; Brian Johnson

11. Main Agenda

11.1 Request the RCS Board approve the updates made on the RCS Mutual Aid User Policy (Attachment A) and on the Mutual Aid Radio Communications Agency Use Agreement (Attachment B); and approve the attached list of mutual aid agencies (Attachment C) on the RCS. A sample Mutual Aid User Request Form is also attached for reference (Attachment D).

Discussion: Commander Adams-Hydar inquired of agencies with mutual aid radios usage. Mr. Brooks provided an example of radios within the Sheriff's Department and California Highway Patrol. Mutual aid access would be disabled on radios that are no longer in use and to turn off usage in the RCS. Mr. Mitchell inquired if all agencies will be aware of changes. Mr. Brooks confirmed that all agencies are notified of new agreement regarding the mutual aid use on the RCS with the existing policy and the addition of items 12, 13 and 14 in the agreement.

ON MOTION of Commander Adams-Hydar, with a requirement requesting that the RCS Board is updated via email when an agency is non-responsive to the RCS Mutual Aid User Policy/Agreement, and seconded by Chief Estrada Jr., the Board of Directors approved the Main Agenda Item 11.1.

AYES: Directors Graham Mitchell; Theresa Adams-Hydar; Brian Boggeln; Ned Vander Pol; Ernesto Fermin; Alfredo Estrada, Jr.; Brian Johnson

11.2 Request the RCS Board designate 40Mbps of RCS microwave backhaul network for mutual aid use.

Discussion: Mr. Brooks discussed the need to set aside a portion of the Regional Communications System (RCS) microwave backhaul network for mutual aid use. Mr. Brooks explained that this will have no impact on the RCS and is a utilization of existing infrastructure. Mr. Mitchell inquired about fiscal impact. Mr. Brooks explained there will be minimal impact for staff. Mr. Mitchell also inquired if the RCS charges rent for an agency installing infrastructure on RCS tower. Mr. Brooks explained the communications system is owned and managed by the RCS and the County of San Diego owns the RCS infrastructure sites. The County of San Diego leases space on RCS infrastructure/sites. This was established originally in the creation of the RCS. Commander Adams-Hydar inquired of an example of an agency that would require the use of the 40Mbps on the RCS. Mr. Brooks gave an example of agencies such as California Highway Patrol, CalFire and to provide the utilization for the fire agencies.

ON MOTION of Commander Adams-Hydar, seconded by Chief Vander Pol, the Board of Directors approved the Main Agenda Item 11.2

AYES: Directors Graham Mitchell; Theresa Adams-Hydar; Brian Boggeln; Ned Vander Pol; Ernesto Fermin; Alfredo Estrada, Jr.; Brian Johnson

11.3 Election of Chair and Vice Chair

Chair nomination: Graham Mitchell

ON MOTION of Chief Johnson and seconded by Chief Estrada, the Board of Directors approved the nomination for election of Chair.

Vice Chair Nomination: Commander Teresa Adams-Hydar

ON MOTION of Mr. Mitchell and seconded by Mr. Fermin, the Board of Directors approved the nomination for the election of Vice Chair.

AYES: Directors Graham Mitchell; Theresa Adams-Hydar; Brian Boggeln; Ned Vander Pol; Ernesto Fermin; Alfredo Estrada, Jr.; Brian Johnson

11.4 Request the RCS Board to appoint board member to serve on the RCS Budget Committee.

Chief Brian Boggeln has volunteered to serve on the RCS Budget Committee. There was no motion needed for this appointment.

11.5 Proposed 2022 meeting schedule. Request the RCS BOD approve the 2022 meeting dates:

- 1st Quarter – Wednesday, February 9; 1:00 p.m.
- 2nd Quarter – Wednesday, April 13; 1:00 p.m.
- 3rd Quarter – Wednesday, July 13; 1:00 p.m.
- 4th Quarter – Wednesday, October 12; 1:00 p.m.

The Board of Directors approved the 2022 meeting schedule dates.

12. Roundtable

No roundtable discussion.

13. End of Meeting - The meeting ended at 2:07 p.m.

Next Board of Directors Meeting is on Wednesday, February 9, 2022 at 1:00 p.m.

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