



East Bay Regional Communications System Authority



Participating agencies include Alameda and Contra Costa Counties and the following cities and special districts: Alameda, Albany, Antioch, Brentwood, Clayton, Concord, Danville, Dublin, El Cerrito, Emeryville, Fremont, Hayward, Hercules, Lafayette, Livermore, Martinez, Moraga, Newark, Oakley, Pinole, Pittsburg, Pleasant Hill, Pleasanton, Richmond, San Leandro, San Pablo, San Ramon, Union City, Walnut Creek, East Bay Regional Park District, Kensington Police Community Services District, Rodeo-Hercules Fire Protection District, San Ramon Valley Fire Protection District, and the University of California, Berkeley

AGENDA ITEM 6.1

DRAFT MINUTES

BOARD OF DIRECTORS MEETING

REGULAR MEETING – February 18, 2011



- 1. CLOSED SESSION:** *None*
- 2. CALL TO ORDER/ROLL CALL (Regular Session):**

A regular meeting of the East Bay Regional Communications System Authority Board of Directors was held on Friday, February 18, 2011 in the Third Floor Conference Room of Walnut Creek City Hall, 1666 North Main Street, Walnut Creek, CA 94596. The meeting was called to order at 10:11 a.m. by Vice Chair Ahern.

PRESENT:

County Representatives: Boardmembers Ahern, Casten (Alt. for Bm. Livingston), Muranishi, Twa, and Uilkema

City Representatives: Boardmembers Calabrigo, Catalano, McNeil, and Rodriguez

Public Safety Representatives: Boardmembers Dunbar, and Henderson (Alt. for Bm. Maples)

Special District Representative: Boardmember Anderson

ABSENT: Boardmembers: AlCo Fire Chief (TBD), Cheeves, Haggerty, Hosterman, Johnson, McQuiston, O’Keeffe, Pattillo, Sbranti, Shinn, and Wilson

Also Attending: Clancy Priest, City of Hayward

Staff Present:

Executive Director McCammon and Secretary Lyon

3. REPORT ON CLOSED SESSION: *None*

4. COMMENTS FROM THE PUBLIC:

No comments were made by any member of the public at this time.

5. PRESENTATIONS:

5.1 Announcement of New Boardmembers: *Patrick O’Keeffe, City Manager, City of Emeryville and Tim Sbranti, Mayor, City of Dublin*

Director McCammon announced that the Alameda County City Managers’ Association (ACCMA) appointed former Board Alternate Patrick O’Keeffe to replace former Boardmember Beth Pollard, who is now the ACCMA Chair. Additionally, the Alameda County Mayors’ Conference appointed former Board Alternate Tim Sbranti to replace former Boardmember Tony Santos.

6.1 APPROVAL OF MINUTES:

On motion of Bm. Anderson, seconded by Bm. Calabrigo, and by unanimous vote, the Board approved the minutes from the January 21, 2011 meeting.

7. WRITTEN COMMUNICATIONS: *None*

8. PUBLIC HEARINGS: *None*

9. ACTION ITEMS:

9.1 Consider Adopting a Resolution Authorizing the Board Chair to Sign and the Executive Director to Implement the Purchase of Communications Shelters, two for the Warm Springs Site and one each for the Skyline and Peters Ranch Sites from Fibrebond Corporation:

Director McCammon provided a summary of the distributed staff report that included the following information. The Alameda County General Services Agency (GSA) issued two Informal Requests for Quotation (IRFQ) for communications shelters in January 2011: one IRFQ was for two shelters for the Warm Springs BART Station Site and the other IRFQ was for one shelter each at the Skyline and Peters Ranch Sites. Based on the requirements of BART, the two shelters for the Warm Springs Site required that the shelters be constructed of concrete. A total of four responses were received for concrete shelters for the Warm Springs Site. There were ten responses for Skyline and Peters Ranch: five responses were for steel frame shelters and five responses were for concrete shelters. The fixed costs of the shelters inclusive of sales tax were compared, and the lowest response to each IRFQ was submitted by Fibrebond Corporation. Fibrebond Corporations' quoted price for four concrete shelters, including the allowance for transportation and offloading, is \$228,371.76. This price is subject to adjustment for the actual cost of transportation and offloading as dependent on site accessibility.

In response to a question from Bm. McNeil, Director McCammon responded that concrete shelters are considered to be superior to steel frame shelters, and that we previously thought that concrete would be more costly.

On motion of Bm. Calabrigo, seconded by Bm. Uilkema, and by unanimous vote, the Board adopted Resolution # 11-03 Authorizing the Board Chair to Sign and the Executive Director to Implement the Purchase of Communications Shelters, two for the Warm Springs Site and one each for the Skyline and Peters Ranch Sites from Fibrebond Corporation.

10.1 Receive Informational Update on Recent Finance Committee Activities from Director McCammon:

Director McCammon reported that the Finance Committee meeting was canceled.

10.2 Receive Informational Update on Recent Operations Committee Activities from Director McCammon:

Director McCammon reported that the Operations Committee met in February to review maintenance options and received a presentation from Motorola Inc. representatives on this topic. Summary reports from the Operations Committee Meeting presentation were distributed today to

Boardmembers for information. Director McCammon provided a high level overview of the first report titled Lifecycle Management Planning. This included that today's systems have changed from a point-to-point architecture to an IP-based network, and also leverage more software and third party technology. There are essentially three main components to planning for the future: Technology Refresh, Security and Information Assurance, and Support and Maintenance. A lifecycle management plan needs to consider the trade-offs associated with time elapsed between upgrades. For example, an upgrade cycle can occur within 2 years, within 3-5 years, or within 6 or more years. There are implications across these lifecycle dimensions to consider including upgrade paths. The next steps include for the Alameda and Contra Costa County Information Technology Directors, Ed Woo and Caroline Judy, along with Director McCammon to extensively review our options to develop an optimal maintenance package. This maintenance package will be further developed and refined by the Operations Committee, then reviewed by the Finance committee, and later will be brought to the Board for consideration.

In response to a question from Bm. McNeil, Director McCammon responded that the Security and Information Assurance is for the system itself and not for the radios.

Director McCammon next briefly reviewed the Warranty and Maintenance Services presentation handout from Motorola Inc., and summarized that some of the services are appropriate for Motorola Inc. to provide and some of the services, such as Microwave and Repeater Site maintenance appear to be better suited for Alameda and Contra Costa County Technicians to provide. Ed Woo, Caroline Judy and Director McCammon are drafting a proposal that includes recommendations for specific pricing and response time for the work performed by the county technicians. The proposal will be reviewed by the Operations and Finance Committees. Agreements between the two Counties and the EBRCSA for the work to be performed by the county technicians would then be drafted for Board approval.

In response to a question from Bm. Calabrigo, Director McCammon confirmed that the cost for on-going system upgrades have been factored into the monthly subscriber fees.

11. REPORTS:

11.1 Receive Verbal Update on Financing Plan:

Director McCammon distributed an Operating Agreement Status Worksheet for information and provided a brief overview. So far 27 of the 36 jurisdictions have been returned a fully executed Operating Agreement that includes an Appendix A tailored for each jurisdiction. Most of the jurisdictions that opted to pre-pay their share of the debt service have already paid, and some, including the City of Martinez, are in process. The Moraga-Orinda Fire District recently joined the EBRCSA.

Susan Muranishi stated that the Alameda County Board of Supervisors will consider approving the EBRCSA Operating Agreement and Financing Plan at a Board of Supervisors meeting early in March.

11.2 Receive Verbal and Written Update on Grants PSIC, SHSGP, UASI:

Director McCammon provided an update that included that the Bay Area UASI has started the 2011-2012 grant process, and will follow a Hub model process. We were told that there will be no earmarks from the Federal government this year, and it appears that funding may instead be given directly to agencies for projects.

11.3 Receive Verbal and Written Update on Infrastructure Implementation:

Director McCammon provided the following updates. The console installations for the West Cell in Contra Costa County are nearly complete. Construction has begun for the East Dublin BART Site in the Alameda County East Cell. Agreements are also now in place to complete the "Green Sites" development. Director McCammon met with the Mayor of Oakland, along with Boardmember Haggerty who arranged for the meeting to occur. We will try to set up additional meetings with the Mayor, and also include the Police and Fire Chief. Boardmember Anderson also wrote a letter to Mayor Quan on behalf of the Alameda County Chiefs' Association in support of the City of Oakland's joining the EBRCSA.

11.4 Receive Verbal Update on Project Cornerstone:

Director McCammon provided the following update. There has been a complaint filed from the City of San Jose regarding Project Cornerstone. After discussions, the Bay Area UASI is considering to shut down Project Cornerstone, and return funds of approximately 2 million dollars each to Oakland and San Jose, two of the three core cities. Three sites in Contra Costa County and one site at Glenn Dyer have been installed, and the contract with Motorola Inc. is in the process of negotiation. The larger B-TOP grant opportunity still exists.

12. BOARD COMMENTS:

In response to a question from Bm. McNeil, Director McCammon stated that he contacted PG&E, and was told that they have their own system and currently have no interest in sharing communications, and also use a different spectrum.

13. NEXT ACTION STEPS:

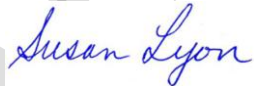
No action steps were noted.

14. ADJOURNMENT:

The meeting was adjourned at 10:55 a.m. The next regular Board meeting is scheduled for Friday, March 18, 2011 in the Assembly Room of the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Blvd., Dublin, CA 94568.

APPROVED BY A MOTION OF THE EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY THIS XX DAY OF XXXX 2010.

Respectfully submitted,



Susan Lyon
Authority Secretary