



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 and San Ramon Valley Fire Protection District

AGENDA ITEM 6.1

DRAFT MINUTES

BOARD OF DIRECTORS MEETING

REGULAR MEETING – March 19, 2010

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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, March 19, 2010, in the Assembly Room at the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Blvd., Dublin, California. The meeting was called to order at 10:00 a.m. by Vice Chairperson Ahern.

PRESENT:

County Representatives: Boardmembers Ahern, Muranishi, Rupf, Twa, Woo (Alt. for Bm. Uilkema)

City Representatives: Boardmembers Arner (arrived at 10:55), Calabrigo, Cheeves, Pattillo, Pollard, Shinn, Wilson (arrived at 10:20)

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

Special District Representative: Boardmember Anderson

ABSENT: Boardmembers: Alco Fire Chief (TBD), Catalano, Haggerty, Hosterman, Johnson, McNeil, Santos

Also Attending:

Mike Casten (CoCo County Sheriff) Chris Gray (Supervisor Haggerty's Office), David Lanier (Fremont PD) Tom McCarthy (SF Bay Area UASI), Steve Roderick (AlCo Sheriff), and Dean Stavert (AlCo OHSES)

Staff Present:

Executive Director McCammon, Secretary Lyon

3. REPORT ON CLOSED SESSION: *None*

4. PRESENTATIONS: *None*

5. COMMENTS FROM THE PUBLIC:

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

6.1 APPROVAL OF MINUTES:

On motion of Bm. Calabrigo, seconded by Bm. Anderson, and by unanimous vote, the Board approved the minutes from the January 15, 2010 meeting.

7. WRITTEN COMMUNICATIONS: *None*

8. PUBLIC HEARINGS: *None*

9. ACTION ITEMS:

9.1 Consider Adoption of a Resolution Authorizing the Board Chairperson to Execute a Contract with C.G. Uhlenberg LLP to Perform Audits of the Authority's Financial Statements for the three fiscal years 2010, 2011, and 2012 as Recommended by the Finance Committee:

Director McCammon provided a brief overview that included the following. California Government Code, Section 6505 (b) requires JPA's to complete an annual audit of their financial statements. The EBRCSA contracted with C.G. Uhlenberg to complete the first audit that was received and presented to the Board in August 2009. In reviewing the process for the 2010 audit, the Finance Committee reviewed the work of C.G. Uhlenberg,

and recommended that we ask for a proposal from them to complete the next three years of audits for the EBRCSA. The Finance Committee reviewed this proposal from C.G. Uhlenberg, and is recommending the approval of a contract with them for audits for 2010 through 2012. The pricing for the three years will be \$14,590 for the audit for 2010, \$15,028 for the audit for 2011, and \$15,478 for the audit for 2012.

On motion of Bm. Dunbar, seconded by Bm. Muranishi, and by unanimous vote, the Board adopted the Resolution # 10-01 authorizing the Board Chairperson to Execute a Contract with C.G. Uhlenberg LLP to perform audits of the Authority's Financial Statements for the three fiscal years 2010, 2011, and 2012 as Recommended by the Finance Committee.

9.2 Consider Adoption of a Resolution Authorizing the Board Chairperson to Execute a Change Order to the Motorola Contract to Purchase and Install the NICE Master Site Logging Recorder as Recommended by the Operations Committee:

Director McCammon reviewed that agencies need the capability to record their individual talk groups used on the system. The purchase of the NICE MCC7500 Logging Recorder provides a cost effective solution for all system user talk groups to be recorded at the Master Site, instead of agencies needing to maintain their own logging recorders. It also allows multiple agencies to link the talk groups to create real time history of an incident that crosses jurisdictional lines. This project was approved for FY 09 funding by the Bay Area UASI.

In response to a question raised by Bm. Cheeves, Director McCammon confirmed that agencies will not need their own logging recorder to record talk groups, but will still need their own agency 911 recording equipment.

On motion of Bm. Cheeves, seconded by Bm. Pattillo, and by unanimous vote, the Board approved to adopt the Resolution 10-02 Authorizing the Board Chairperson to Execute a Change Order to the Motorola Contract to Purchase and Install the NICE Master Site Logging Recorder as Recommended by the Operations Committee:

9.3. Consider the Formation of a Subcommittee of the Full Board tasked with Contacting the Press and Elected Officials to seek Funding for the EBRCSA:

Director McCammon summarized that the Tri Valley mayors, for the past three years, and the San Pablo mayor this year, traveled to Washington DC in January to meet with the COPS Office and elected officials to seek funding for the EBRCSA project. At the March Finance Committee Meeting, Mayor Wilson brought up the need for contact with our elected officials to occur on a regular basis. The Finance Committee members recommended that the Board consider the formation of a subcommittee for this purpose.

Bm. Rupf commented that we should not ignore the fact that many Boardmembers already are in contact with officials on a continual basis to seek funding for a variety of projects, and suggested that forming a subcommittee may not get us where we want to go. Bm. Calabrigo commented that he agrees with Bm. Rupf and a better approach would be to develop a consistent message about the EBRCSA project, and prioritize how it fits in with other project requests, for Boardmembers to deliver when given the opportunity. Bm. Shinn added that both Mayors' conferences sent letters to elected officials to seek funding for the project.

Bm. Wilson entered the meeting at 10:20 a.m.

Bm. Wilson commented that he agrees with the idea of creating a consistent message, as long as there is someone responsible for delivering the message, and that the timeframe of requests is especially critical this year. He also added that the EBRCSA is the number 1 project priority request made by the Tri-Valley.

After further discussion, Boardmembers provided direction for Director McCammon to update the one page informational brief about the project to include prioritization for how this project fits in terms of overall priorities. This message brief will then be reviewed at the next Board meeting. Director McCammon will also work with our lobbyists to understand how pools of funding are identified in order to aid in the success of our requests. After this information is received, and a consistent message developed, Board Members agreed to then consider any need for forming a delegation, or subcommittee, in terms of funding opportunities.

9.4 Receive Overview of EBRCSA Financing Options:

Director McCammon reviewed that a presentation was made to the Board in January 2010 on the subject of financing options. The goal is to complete the infrastructure implementation by 2013 before the narrow banding requirement. At the direction of the Board and Finance Committee, Director McCammon met with both CAO's, and also representatives from both counties, to discuss the financing options. At those meetings, county representatives recommended that the EBRCSA consider posting a RFP for Financial Consultant Services to assist with the financing plan.

Board Members discussed the subject. The proposed timeline would be to issue the RFP on March 19, 2010 with proposals due the first week of April, in order for the Finance Committee to be able to review at their next meeting. A recommendation would then be made at the next Board meeting scheduled for April 16, 2010.

On motion of Bm. Twa, seconded by Bm. Rumpf, and by unanimous vote, the Committee agreed to authorize issuing a RFP for Financial Consultant Services.

10. COMMITTEE UPDATES:

10.1 Receive Informational Update on Recent Finance Committee Activities from Committee Chair Shinn:

Director McCammon provided an update that included that the Finance Committee is in the process of reviewing financing options, and will soon issue a RFP for Financial Consultant Services.

10.2 Receive Informational Update on Recent Operations Committee Activities from Committee Chair Ahern:

Director McCammon overviewed that the Operations Committee received a presentation from NICE Systems on the Logging Recorder at their last meeting. At that meeting, the Committee also reviewed and approved administrative policies for Mutual Aid Cache Radios and New Subscriber Unit Purchases as directed by the Board at their January 15, 2010 meeting.

11. REPORTS:

11.1 Receive Update on Grants PSIC, SHSGP, UASI:

Updates provided by Director McCammon included the following. Notification of final stage approval for the COPS program grant in the amount of \$1,050.00 was received, and we are in the process of applying. The Bay Area UASI approved \$480,000 to finish the Cummings Peak Prime Site and \$400,000 to purchase the NICE Logging Recorder.

For informational purposes, Director McCammon distributed a Broadband Technology Opportunities Program (BTOP) fact sheet and provided a brief overview. The Bay Area UASI is moving forward with a grant request in order to take advantage of what could be a one time opportunity.

11.2 Receive Update on Infrastructure Implementation:

Photographs of some of the various EBRCOA projects including the Shelters for the East Dublin BART and Patterson Pass, and the Microwave installed at 4985 Broder Blvd were distributed. The microwave will enable the connection to the West Cell that is planned to occur by May of this year.

Other updates included that the FCC received our 700 MHz application, and the licenses are expected in the next couple of months. The 800 MHz application for Contra Costa County was also approved. A contract for the Walpert Shelter is now in place with the City of Hayward, and Consoles for the City of Pleasanton are ready to be installed.

Meetings with staff, including the Chiefs' of Police, Fire and the City Administrator in the City of Oakland continue. A future meeting is planned where NIST will discuss the current development status of the ISSI standards. Director McCammon also met with the Consultant for the City of Berkeley and provided additional background.

Bm. Arner entered the meeting at 10:55a.m.

Bm. Calabrigo requested that Director McCammon provide written Infrastructure and Grant Updates for future Board meetings, and also for photographs of infrastructure progress and project summary updates be posted on the web site.

12. BOARD COMMENTS:

Bm. Ahern commented that Alt. Bm. Roderick will be leaving the EBRCSA and thanked him for his contributions. A new alternate Boardmember and Operations Committee member to represent the Alameda County Sheriff will soon be designated.

13. NEXT ACTION STEPS:

14. ADJOURNMENT

The meeting was adjourned at 11:05 a.m. The next regular Board meeting is scheduled for April 16, 2010 in the Third Floor Conference Room at Walnut Creek City Hall, 1666 North Main Street, Walnut Creek, CA 94596.

APPROVED BY A MOTION OF THE EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY THIS ____ DAY OF _____, 200x.

Respectfully submitted,



Susan Lyon
Authority Secretary