



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, University of California, Berkeley and California Department of Transportation

AGENDA ITEM 6.1

DRAFT MINUTES

BOARD OF DIRECTORS MEETING

REGULAR MEETING – May 20, 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, May 20, 2011 in the Assembly Room of the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Blvd., Dublin, CA 94568. The meeting was called to order at 10:08 a.m. by Chair Shinn.

PRESENT:

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

City Representatives: Boardmembers Calabrigo, Chan (Alt. for Bm. Johnson), Hosterman, O’Keeffe, Pattillo, Sbranti, Silva (Alt. for Bm. McNeil), Shinn, and Wilson

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

Special District Representative: Boardmember Anderson

ABSENT: *Boardmembers: AlCo Fire Chief (TBD), Catalano, Cheeves, Dunbar, Haggerty, Muranishi, Rodriguez, and Uilkema*

Also Attending:

Marilyn Crane, City of Fremont, Shirley Hii, Alameda County Auditor Controller's Office, Sean Fawell, Contra Costa County Sheriff's Office, and Dean Stavert, Alameda County Sheriff's Office

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 Alternate Boardmembers: *Suzanne Chan, Vice Mayor, City of Fremont and Kevin Hart, Vice Mayor, City of Dublin appointed by the Alameda County Mayors' Conference:*

Director McCammon announced that the Alameda County Mayors' Conference appointed two new Alternate Boardmembers, Suzanne Chan and Kevin Hart.

6.1 APPROVAL OF MINUTES:

On motion of Alt. Bm. Nice, seconded by Alt. Bm. Casten, and by unanimous vote, the Board approved the minutes from the February 18, 2011 meeting. The March and April meetings were canceled.

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, a Change Order to the

Second Amendment of the Contract with AECOM, not to exceed \$16,100, to complete the Frequency Licensing Assistance:

Director McCammon provided an overview of the distributed staff report.

On motion of Bm. Hosterman, seconded by Bm. Anderson, and by unanimous vote, the Board approved Items 9.1, 9.2, 9.3, 9.4, and 9.5 thereby adopting Resolutions # 11-04, 11-05, 11-06, 11-07, and 11-08.

9.2 Consider Adopting a Resolution Authorizing the Board Chair to sign, and the Executive Director to implement, the License Agreement and related Agreements between the EBRCSA and the University of California for the use of the Repeater Site located near the Lawrence Hall of Science:

9.3 Consider Authorizing the Board Chair to sign, and the Executive Director to implement, an agreement with the BayRICS Joint Powers Authority to join on behalf of the cities within Alameda and Contra Costa Counties, and to pay required membership fees for the East Bay Cities regional group:

9.4 Consider Authorizing the Executive Director to Reimburse to Alameda County on Proof of Payment, in an amount not to exceed \$1,411,233.26, in order to complete Payment to Motorola for infrastructure purchased for the EBRCSA System Build Out:

9.5 Consider Adopting a Resolution Authorizing the Executive Director to pay PG&E for utility usage at EBRCSA Repeater sites from operational funds:

As noted above, on motion of Bm. Hosterman, seconded by Bm. Anderson, and by unanimous vote, the Board adopted the following Resolutions:

Resolution # 11-04 Authorizing the Board Chair to sign, and the Executive Director to implement, a Change Order to the Second Amendment of the Contract with AECOM, not to exceed \$16,100, to complete the Frequency Licensing Assistance;

Resolution # 11-05 Authorizing the Board Chair to sign, and the Executive Director to implement, the License Agreement and related Agreements between the EBRCSA and the University of California for the use of the Repeater Site located near the Lawrence Hall of Science;

Resolution # 11-06 Authorizing the Board Chair to sign, and the Executive Director to implement, an agreement with the BayRICS Joint Powers Authority to join on behalf of the cities within Alameda and Contra Costa

Counties, and to pay required membership fees for the East Bay Cities regional group;

Resolution # **11-07** Authorizing the Executive Director to Reimburse to Alameda County on Proof of Payment, in an amount not to exceed \$1,411,233.26, in order to complete Payment to Motorola for infrastructure purchased for the EBRCSA System Build Out;

Resolution # **11-08** Authorizing the Executive Director to pay PG&E for utility usage at EBRCSA Repeater sites from operational funds.

Alt. Bm. Chan commented that she agreed with the motion, but asked for the amount of the payment to PG&E in Agenda Item 9.5. Director McCammon responded that the payment due to PG&E for utility usage is \$105.00, and we will receive ongoing invoices now that sites are on line.

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

Director McCammon provided an update that included that at the May 6 meeting, the Committee reviewed existing finances and the preliminary budget. Some suggestions were made to reformat the budget documents for clarity, and Director McCammon is working with the AlCo Auditor-Controller's Office to reformat. The Committee also approved to send Director McCammon to the Association of Public-Safety Communications Officials (APCO) conference on August 7-10, 2011. Additionally, the Committee received an update on the status of the request for assistance from the cities of Sunnyvale and Santa Clara as follows. The Bay Area UASI supported their request for interoperability funding, and it looks like their next steps include issuing a RFP to select a vendor to build an interoperability system for the entire Santa Clara County.

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

Director McCammon reported that the Operations Committee received an update on the Fleetmapping project, the process that includes setting up talk groups, from Bob Simmons of CDX Wireless, the vendor hired with funding from Contra Costa County, to coordinate the effort. Three Trunking workshops for the Fleetmapping project were held in April 2011; over 100 attendees, mainly Public Safety representatives and some Dispatch Supervisors received information on the Fleetmapping process. Additionally, the Operations Committee approved to form an advisory

committee to work with the Operations Committee on some of the decisions that need to be made related to the Fleetmapping. The Operations Committee also reviewed and approved moving forward with today's resolution to expand Phase VI of the contract with AECOM to complete the Frequency Licensing Assistance. The Committee also received the same update as the Finance Committee on Sunnysvale and Santa Clara.

11. REPORTS:

11.1 Receive Verbal Update on Financing Plan:

Director McCammon summarized that the bond agreements were executed, and the proceeds were received from both counties in the amount of 6.1 million dollars. The total advance service payment deposit amount is 6.7 million dollars. An initial payment is due to Motorola in the amount of 1.7 million dollars due at execution of the contract approved at the January 2011 Board meeting, leaving a balance of 5.039 million dollars that will transfer to the Trustee approved at the January 2011 Board meeting, Deutsche Bank, along with the county bond proceeds for a total of 11.1 million dollars that we will begin to draw on as we purchase equipment. There are a few remaining advance service payments outstanding, and Director McCammon has been in contact.

Caltrans executed the EBRCSA Operating Agreement, and will pay \$200.00 per radio; they are projected to bring 600-800 users on to our system.

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

Director McCammon provided an update that included that the EBRCSA received 2 million dollars in the recent Bay Area UASI grant hub process, and this grant funding has been allocated for the purchase of Dispatch consoles. He next reviewed that the Tri-Valley Mayors, for the past several years, have been successful in securing grant funds for the EBRCSA from the Department of Justice COPS program, and that this year we were informed that there is no funding available at this Federal level. Bm. Hosterman asked that Director McCammon keep Boardmembers posted on the availability of Federal grant funding. Bm. Wilson encouraged all other city representatives to also contact elected officials to pursue funding for the EBRCSA.

11.3 Receive Verbal and Written Update on Infrastructure Implementation:

Director McCammon reviewed progress occurring at all of the sites as listed on the site matrix worksheet that was distributed to Boardmembers. The color code is listed on the matrix - red identifies sites that need site development work, yellow identifies sites where work is in process, and green identifies sites that have been completed.

12. BOARD COMMENTS:

Alt. Bm. Stepper commented positively on the easy to read site matrix, and then asked about the status of progress with the City of Oakland. Director McCammon responded that the City of Oakland has expressed no interest in joining the EBRCSA despite many efforts over the years, including meetings with Supervisor Haggerty, the Mayor and staff and letters addressed to the Mayor by representatives from Alameda County Police and Fire Associations. Bm. Wilson asked if the City of Oakland completed a financial analysis of the cost to join the EBRCSA. Director McCammon responded that it appears that the City of Oakland is moving ahead with work on their own system without completing a financial analysis of the true cost to join the EBRCSA.

Bm. Wilson asked about plans for publicizing the EBRCSA. Director McCammon responded that we will have several cells operational by September, and that timeframe is a target date for a Press Event. Alt. Cm. Casten commented that CoCo Sheriff's PIO recommended waiting until sites are live. Alt. Cm. Woo commented that CoCo's PIO also recommended waiting until sites are live.

Bm. Pattillo recommended that we look at different options; including enabling Boardmembers and Alternates to call in by conference call, when there is difficulty in establishing a quorum for meetings. Director McCammon responded that this option will be considered.

Bm. Calabrigo commented that if there are Boardmembers that are not attending meetings on a regular basis, that we look into finding Boardmembers that are able to attend. He also recommended that we look at incentivizing agencies to join now rather than later.

In response to a comment by Bm. Calabrigo regarding EBRCSA lack of staff time for planning a press event, Alt. Bm. Casten commented that CoCo Sheriff's PIO can help.

13. NEXT ACTION STEPS:

As recommended by Chair Shinn, the election of the Board Chair and Vice Chair, required by the EBRCSA By-Laws to occur on an annual basis, will be included on the next Board meeting agenda. In response to a question from Bm. Hosterman, Chair Shinn commented that he would be willing to serve another year.

The proposed FY 11-12 Budget will be included on the next Board meeting agenda.

14. ADJOURNMENT:

The meeting was adjourned at 10:40 a.m. The next regular Board meeting is scheduled for Friday, June 17 2011 in the Third Floor Conference Room of 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 XX DAY OF XXXX 2010.

Respectfully submitted,



Susan Lyon
Authority Secretary