



# 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 – July 15, 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, July 15, 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 10:02 a.m. by Alternate Chair Ahern.*

#### **PRESENT:**

*County Representatives: Boardmembers Ahern, Casten (Alt. for Bm. Livingston, and Woo (Alternate for Bm. Uilkema)*

*City Representatives: Boardmembers Cheeves, Henson (Alt. for Bm. Johnson), Hosterman, Pattillo, McNeil, Sbranti, Silva (Alt. for Bm. Wilson until 10:08), Stepper (Alternate for Bm. Shinn), Sbranti, and Wilson (arrived at 10:08)*

*Public Safety Representatives: Boardmembers Dunbar and McQuiston*

*Special District Representative: Boardmember Anderson*

**ABSENT:** *Boardmembers: AlCo Fire Chief (TBD), Calabrigo, Catalano, Haggerty, O’Keeffe, Rodriguez, Muranishi, and Twa*

Also Attending:

*Sean Fawell, Contra Costa County Sheriff’s Office and Clancy Priest, City of Hayward Information Technology*

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 None*

**6.1 APPROVAL OF MINUTES:**

*On motion of Bm. Stepper, seconded by Bm. Silva, and by unanimous vote, the Board approved the minutes from the June 17, 2011 meeting.*

**7. WRITTEN COMMUNICATIONS:** *None*

**8. PUBLIC HEARINGS:** *None*

**9. ACTION ITEMS:**

**9.1 Consider adoption of a Resolution authorizing the Chair to execute and the Executive Director to implement a professional services agreement with The KPA Group to develop site plans and specifications for EBRCSA repeater sites:**

*Director McCammon provided an overview of the staff report as follows. Alameda County currently has a contract with The KPA Group (“KPA”) to complete site plans and specifications for 5 repeater sites. KPA was selected, along with three other firms, through a competitive process that*

*Alameda County General Services Agency used to procure services. KPA has also provided repeater site design for Contra Costa County.*

*The EBRCSA has 8 sites that require some level of site planning and design specification development: Sydney, Alta Mesa, Peters Ranch, Los Vaqueros, Marsh Creek, Gwin, Seneca, and Niles Canyon. The EBRCSA is not required to go through a formal competitive bid process to select KPA to perform the work based on Government Code section 4526 which allows architectural and engineering firms to be selected based on “demonstrated competence and on the professional qualifications necessary to the satisfactory performance of the services required”. Additionally, KPA was selected through a competitive process in Alameda County for the work performed there, and AlCo Project Mangers and EBRCSA staff recommend extending the relationship.*

*KPA has submitted a proposal to provide design and support services for the 8 sites on a time and material basis with a not-to-exceed amount of \$400,000.*

*On motion of Bm. Dunbar, seconded by Bm. McNeil, and by unanimous vote, the Board adopted **Resolution # 11-13** authorizing the Chair to execute and the Executive Director to implement a professional services agreement with The KPA Group to develop site plans and specifications for EBRCSA repeater sites on a time and material basis with a not-to-exceed amount of \$400,000.*

***9.2 Consider adoption of a Resolution authorizing the Executive Director to pay Alameda County in an amount not to exceed \$1,000,000 in order to complete payment to Deets Electric for construction of repeater sites for the EBRCSA System Build Out:***

*Director McCammon summarized that Alameda County went out to bid for construction services to build out repeater sites for the EBRCSA, pursuant to its Job Order Contracting program. Deets Electric was the successful bidder, and has been under contract to complete construction of repeater sites in Alameda County. The Public Safety Interoperable Communications (PSIC) grant program provided funding for \$1,900,000 of repeater site work. This amount was not enough to complete all of the work, and it is recommended to continue contracting through the JOC program and pay Alameda County up to \$1,000,000 to pay Deets Electric under the JOC program to complete additional repeater sites. The cost to complete the UC Repeater Site and include the build out of the Skyline site will be under the remaining balance of \$1,100,000. The JOC cap is \$3,000,000.*

*In response to a question from Alt. Bm. Casten, Director McCammon responded that the remaining funding for the repeater site construction is coming from the proceeds of the local contributions.*

*On motion of Alt. Bm. Stepper, seconded by Bm. Pattillo, and by unanimous vote, the Board adopted **Resolution # 11-14** authorizing the Executive Director to pay Alameda County in an amount not to exceed \$1,000,000 in order to complete payment to Deets Electric for construction of repeater sites for the System Build Out.*

*Bm. Hosterman entered the meeting at 10:07 a.m.*

***9.3 Consider Adoption of a Resolution authorizing the Executive Director to implement a contract with Pacific Gas and Electric Company (PG&E) for design and installation services at the Skyline Reservoir Repeater Site.***

*Director McCammon overviewed from the staff report that significant underground electrical work needs to occur in order to provide power to the Skyline Reservoir Communications Facility. PG&E designed the service to complete the work, and their proposed contract amount will not exceed \$43,494.79. Alt. Bm. Silva asked if the fees are typical, and if we will see these types of fees for every repeater site. Director McCammon responded that the fees are typical for repeater sites that require power upgrades, and that these upgrades may not always include underground work, and as a result, would be less costly.*

*In response to a question from Bm. McNeil regarding the use of solar power, Director McCammon responded that we have not looked specifically at solar power due to the size needed, but that we have been looking at fuel cell technology to provide emergency power.*

*Bm. Wilson entered the meeting at 10:08 a.m.*

*On motion of Bm. Silva, seconded by Bm. McNeil, and by unanimous vote, the Board adopted **Resolution # 11-15** authorizing the Executive Director to implement a contract with Pacific Gas and Electric Company (PG&E) for design and installation services at the Skyline Reservoir Repeater Site.*

**10. COMMITTEE UPDATES:**

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

*The Finance Committee did not meet in July.*

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

*The Operations Committee did not meet in July.*

## **11. REPORTS:**

### **11.1 Receive Verbal Update on Financing Plan:**

*Director McCammon reviewed two letters from CG Uhlenberg that will be distributed to all Boardmembers and Alternates. The first letter is an engagement letter for audit services for the year ended June 30, 2011. The Board approved a three year package of audits with CG Uhlenberg at the March 19, 2010 EBRCSA Board of Directors Meeting. The second letter outlines CG Uhlenberg's responsibilities.*

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

*Director McCammon reported that purchases have been made with remaining funding from the 2010 COPS grant. COPS 08 has \$165,000 outstanding that will be used to purchase shelters within the next months, and when complete all three COPS grants will be closed.*

*In response to a question from Bm. McNeil, Director McCammon responded that currently there are no COPS grant opportunities. We are applying for SHSGP and UASI funds.*

### **11.3 Receive Verbal and Written Update on Infrastructure Implementation:**

*Director McCammon provided a detailed overview of the status of infrastructure implementation at all of the sites as illustrated on the EBRCSA site matrix that was distributed at this meeting. A handout of pictures taken of construction at the Warm Springs BART site and Patterson Pass site was also distributed.*

*In response to a question from Alt. Bm. Stepper about the Peters Ranch site, Director McCammon responded that the issues are being worked through and now that KPA is under contract, they will complete photo simulation of the proposed appearance of the site.*

*Bm. McNeil asked if we can track the number of jobs created from this work. Director McCammon responded that we have not done this yet, and will talk with the EBRCSA Project Manager about job creation tracking. Bm. McNeil*

*also asked about the disparity in the number of channels. Director McCammon responded that the channel numbers are based on the AECOM study, and are based on volume.*

*Director McCammon provided some additional updates including that he is working with the City of Hayward to determine the number of radios that they may bring on to the EBRCSA system. Alt. Cm. Henson commented that the City of Hayward appears to be moving in that direction, and that final word on the direction is expected in September after their Council meets.*

*The Berkeley City Council postponed making a final decision about joining the EBRCSA at their July 12, 2011 until their next meeting scheduled for the following Tuesday, July 19, 2011. Representation, from Police and Fire Chiefs from the surrounding areas, at this meeting would be helpful. Bm. Anderson and Bm. McQuiston plan to attend.*

*Director McCammon commented that he will be preparing a response to the Alameda County Grand Jury report that was distributed to Boardmembers and Alternates by e-mail last week. The response will be circulated to the Operations and Finance Committee for comments before it is submitted.*

## **12. BOARD COMMENTS:**

*The Board discussed and commented on the Grand Jury Report and the Press Release by the City of Oakland in response to the Grand Jury report.*

*The comments made included several references to the inaccuracies in the Grand Jury Report and the Press Release by the City of Oakland. Bm. Dunbar commented that he has over twenty years of experience working for the Oakland Police Department and that the Grand Jury report did not capture the truth. Bm. Wilson commented that the mistruths are a travesty and officer safety is negatively impacted, and recommended that all Boardmembers talk with our elected officials. Bm. Ahern commented that a lack of communications creates officer safety issues, as well as disservice to the community. Officers and fire responders respond without knowing what to expect when communications are down and/or not interoperable.*

*In response to a question from Bm. McQuiston, Director McCammon provided an overview of two of the Project 25 (P25) suite of standards, the Common Air Interface standard, a standard that ensure that if you have a P25 radio and a P25 system, they will work even if from different vendors. The Inter Subsystem Interface (ISSI) is a standard that assumes that when*

*Master Site Controllers from different vendors are connected, they will be interoperable. The ISSI standard has not been tested. The National Institute of Standards and Technology (NIST) issued an RFP for a lab to test ISSI but did not receive any responses. Alt. Bm. Woo commented that the ISSI standard is not yet technically evolved enough for us to consider purchasing a product that claims it includes the ISSI standard for use on our system. Other possible solutions are being considered to achieve interoperability with Oakland, such as programming talk groups, and these are being discussed during the Fleetmapping process.*

*Bm. Pattillo suggested that we include a recommendation for a third party neutral analysis of the issues in our response to the grand jury as a way of providing clarification. Bm. Sbranti commented that he supports this suggestion for a third party neutral analysis and for the Grant Jury to continue to investigate. Bm. Henson commented that he also supports this approach, and added that he served on a National Task Force for interoperability that found that the ISSI standard is not yet evolved. The partnership of the EBRCSA JPA is an asset, as well as the EBRCSA Site Matrix that displays our progress with infrastructure implementation.*

**13. NEXT ACTION STEPS:**

*Director McCammon will draft a response to the Grand Jury that will be distributed to the Operations and Finance Committees for comments.*

*Attend the Berkeley City Council meeting on July 19, 2011.*

**14. ADJOURNMENT:**

*The meeting was adjourned at 10:55 a.m. The next regular Board of Directors meeting is scheduled for Friday, August 19, 2011 in Third Floor Conference Room 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