



# **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 – August 20, 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, August 20, 2010, 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 10:05 a.m. by Vice Chair Ahern.*

#### **PRESENT:**

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

*City Representatives: Boardmembers Catalano, Cheeves, McNeil, and Rodriguez*

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

*Special District Representative: Boardmember Anderson*

**ABSENT:** Board members: Calabrigo, Haggerty, Hosterman, Johnson, McQuiston, Muranishi, Pattillo, Pollard, Santos, Shinn, and Wilson

Also Attending:

Chris Gray (Supervisor Haggerty's Office), Dean Stavert, Alameda County Sheriff's Office

Staff Present:

Executive Director McCammon, 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:** *None*

**6.1 APPROVAL OF MINUTES:**

*On motion of Bm. Anderson, seconded by Bm. Twa, and by unanimous vote, the Board approved the minutes from the July 16, 2010 meeting.*

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

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

**9. ACTION ITEMS:**

**9.1 Review Proposal from CTA for Coverage Testing and Consider Adopting a Resolution Authorizing the Board Chair to Sign and the Executive Director to Implement a Contract with CTA for this Coverage Testing:**

*Director McCammon reviewed that CTA Communications was purchased by AECOM; their name has changed, but the master contract to provide engineering services to the EBRCSA is still in effect. The East and West Cells have reached a stage of completion where coverage testing is needed in order to ensure that the system meets levels of coverage guaranteed by Motorola Inc. The coverage testing that is included in the EBRCSA contract(s) with Motorola will be removed and a credit issued. AECOM's automated coverage testing system, known as Radio Coverage Evaluator*

*(RaCE), provides consistent results and offers an independent review of Motorola system performance. Funding for the coverage testing will be provided through the Public Safety Interoperable Communications (PSIC) grant program funds received from Contra Costa County.*

*On motion of Bm. Catalano, seconded by Bm. Dunbar, and by unanimous vote, the Board adopted a Resolution # 10-12 Authorizing the Board Chair to Sign and the Executive Director to Implement a Contract with AECOM (the company that purchased CTA) for Coverage Testing for the Alameda County East and the Contra Costa County West Cells.*

***9.2 Review Addendum to the Livermore Licensing Agreement and Consider Authorizing the Board Chair to Sign and the Executive Director to Implement this Addendum:***

*Director McCammon overviewed that the licensing agreement between the cities of Livermore and Pleasanton to install equipment at the Doolan site in Eastern Alameda County was approved at the June 19, 2009 Board Meeting. The equipment has already been installed. A structural analysis was completed before installing the microwave dishes and antennae on the tower; the study determined that the tower would not hold the additional weight and strengthening the tower was recommended. This addendum will allow the EBRCSA to complete the strengthening to the tower in order to accommodate the extra loading from the microwave dishes and antennae. In response to a question from Bm. Dunbar, Director McCammon estimated the cost for this work to be about \$24,000.*

*On motion of Bm. Dunbar, seconded by Bm. McNeil, and by unanimous vote, the Board authorized the Board Chair to sign the Addendum to the License Agreement between the EBRCSA and the Cities of Livermore and Pleasanton for the use of the Doolan Shelter and Tower.*

***9.3 Review MOU between Project Cornerstone Members and the EBRCSA for the Equipment Installation and Consider Adopting a Resolution Authorizing the Board Chair to sign this MOU:***

*Director McCammon summarized that a contract was approved with Motorola at the June 19, 2010 meeting to purchase the equipment and services necessary to build the 10 site broadband pilot named Project Cornerstone. The 10 sites will be located in the City and County of San Francisco, the Cities of Sunnyvale and Santa Clara, Contra Costa County*

and Alameda County. In order to install the equipment and delineate the areas of responsibility for the agencies hosting the equipment, the vendor and the EBRCSA, a participation agreement must be signed before work can begin. The agreement will be the same for all jurisdictions.

Director McCammon also reported that notification was received this week that the NTIA awarded funds from the Broadband Technology Opportunities Program (B-TOP) to Motorola to build out the entire system of 193 sites in the Bay Area. The ownership will transfer to the Bay Area UASI BayRICS Policy Group to run and operate the system three years after the system is up and running. Vice Chair Ahern added that Project Cornerstone will be the first deployment of 700MHz LTE Public Safety Broadband in the Nation.

Bm. Uilkema asked about any downside of the project and if it includes Marine traffic. Alt. Bm. Woo estimated that there will be some internal costs of about \$25,000 in Contra Costa County. There was some additional discussion by the Board, with agreement that this is an important project for public safety. Director McCammon added that it is not planned for Marine traffic to have access; the FCC regulates and controls.

On motion of Bm. Uilkema, seconded by Bm. Dunbar, and by unanimous vote, the Board adopted a Resolution # 10-13 authorizing the Board Chair to sign and the Executive Director to implement a Participation Agreement with the City and County of San Francisco for Project Cornerstone and approve the form of agreement for use with future participants.

## **10. COMMITTEE UPDATES:**

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

Director McCammon provided an update on the financing efforts and overviewed some of the key timeline dates and next steps. There are significant benefits in having the two counties issue debt on behalf of the EBRCSA including a lower interest rate and lower costs of issuance. Users are being asked to indicate if they are participating in financing or pre-paying in early September, and will need to commit to participate by September 23.

*Bm. Twa emphasized that the timing is critical for the Contra Costa and Alameda County bond document agreements, and must be taken to both Boards by October.*

*Boardmembers discussed the financing plan and some recommendations were made as follows: include a chart that outlines the costs based on estimated user counts, include the details of the pre-payment option and defining the per radio cost. Director McCammon indicated that he will incorporate these suggestions, and also noted that agencies are being asked to provide their final radio counts. User payments will not be due until FY 13/14.*

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

- Receive Verbal Update on Planned Press Event for the West Cell when Operational

*Director McCammon reviewed that the West Cell is working and optimization testing is underway. The proposed tentative date for the Press Event is September 1<sup>st</sup> at 11:00 a.m. at the West County Detention Facility in Richmond. An announcement will be sent as soon as the date is finalized.*

*Board members made suggestions for the Press Event. These were noted by Director McCammon and will be shared with the Public Information Officer who is facilitating the press event.*

## **11. REPORTS:**

### **11.1 Receive Verbal Update on FPPC Biennial Notice for Conflict of Interest Code:**

*Director McCammon read the following for the record: Every two years, the FPPC sends a Notice to public agencies requesting information as to whether, as a result of review of their Conflict-of-Interest codes, any substantive or non-substantive amendments are required. Agencies are requested to return, by October 1, 2010, a notice form and a declaration of the chief executive officer describing any amendments that are necessary.*

*The EBRCSA's Conflict-of-Interest Code was last amended effective April 18, 2010, to reflect non-substantive suggested changes from FPPC staff.*

*Appendix A now includes the specific disclosure requirement for the Executive Director and provides that disclosure determinations for the Executive Director shall be made by the Board rather than the Chair.*

*No further review is contemplated at this time, and Chair Shinn will so indicate on the required forms to be submitted to the FPPC.*

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

*Director McCammon provided a brief update on grant status that included that the SHSGP and UASI grant allocations have been identified. We have not heard any news on the earmark request.*

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

*Director McCammon provided a brief update that included that the West Cell is 99% complete and the next focus will be to develop the Central Cell. The Alameda County East Cell is progressing well.*

**11.4 Receive Verbal Update on Financing Plan:**

*This update was given during Item 10.1.*

**11.5 Receive Verbal Update on Project Cornerstone:**

*Director McCammon provided a brief update on Project Cornerstone that included that a first project test is anticipated to occur in mid October.*

**12. BOARD COMMENTS:**

*Bm. Maples asked if there is a plan to provide any group purchasing options for the subscriber units. Alt. Bm. Woo responded he is requesting a “refresh” on the RFQ issued for subscriber units to include tiered pricing and other options. This refreshed RFQ is expected to be made available soon. Boardmembers discussed this subject and agreed on the importance of agencies purchasing subscriber units that meet the minimum requirements. Director McCammon stated that another vendor fair will be scheduled after the new pricing is received.*

**13. NEXT ACTION STEPS:**

*The EBRCSA Board will be asked to consider adopting the bond agreements with the two counties at the September 17, 2010 Board of Directors meeting.*

**14. ADJOURNMENT**

*The meeting was adjourned at 11:00 a.m. The next regular Board meeting is scheduled for September 17, 2010 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 \_\_\_\_ DAY OF \_\_\_\_\_, 200x.

Respectfully submitted,



Susan Lyon  
Authority Secretary

DRAFT