



# **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**

#### **SPECIAL MEETING – October 16, 2009**

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, October 16, 2009, in the Third Floor Conference Room of the City of Walnut Creek, 1666 North Main Street, Walnut Creek, CA 94596. The meeting was called to order at 10:00 a.m. by Alternate Chair Ahern.*

#### **PRESENT:**

County Representatives: Boardmembers Ahern, Muranishi, Rupf, and Woo (Alternate for Bm. Twa)

City Representatives: Boardmembers Arner, Calabrigo, Catalano, McNeil, Pattillo, Pollard, and Taylor (Alternate for Bm. Wilson)

Public Safety Representatives: Boardmembers Dunbar, Henderson, and McQuiston

Special District Representative: Boardmember Anderson

**ABSENT:** Boardmembers: Bonilla, Cheeves, Haggerty, Hosterman, Johnson, Santos, Shinn, and Alco Fire Public Safety Rep (TBD)

Staff Present:

Executive Director McCammon

**3. REPORT ON CLOSED SESSION:** *None*

**4. PRESENTATIONS:**

**5. COMMENTS FROM THE PUBLIC:** *Member of the public, John S. Powell, commented on the August 2009 CTA Report, and submitted a written statement.*

**6.1 APPROVAL OF MINUTES:** *Bm. Arner made a motion to approve the minutes from the August 21, 2009 Board of Directors meeting with one question before voting. Bm. Arner asked, as written on page 3 of those minutes, whether Director McCammon was able to get on the calendars of the Contra Costa and Alameda County Managers' Associations to provide an EBRCSA update. Director McCammon responded that he is on the November calendar for the Alameda County Managers' Association meeting, but is not yet on the calendar for the Contra Costa County Managers' Association. The motion to approve the minutes made by Bm. Arner was seconded by Bm. Pollard. There were four abstentions. As a result of not having a quorum to approve the minutes, the minutes from the August 21, 2009 meeting will be brought back to the next Board of Directors meeting for approval.*

**7. WRITTEN COMMUNICATIONS:** *Member of the Public, John S. Powell submitted a written statement as noted in agenda item 5. Member of the Public, Stephen T. Devine, submitted a written statement that summarized his concerns with the August 2009 EBRCSA CTA Report.*

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

**9. ACTION ITEMS:**

**9.1 Adopt a Resolution Authorizing a Change Order to the Motorola Contract for the Purchase of Consoles for the City of Pleasanton:**

*Director McCammon summarized that the dispatch console upgrades are necessary in order to implement the East Cell, and that CTA recommended to the Operations Committee that the upgraded consoles be owned by the EBRCSA in order to insure that updates and the content of software on the consoles is controlled by the EBRCSA. The pricing for the 5 consoles is \$415,311.78, and would be funded through reimbursement from the City of San Francisco through Alameda County. The City of San Francisco received a Department of Justice COPS Technology grant which is administered by the Bay Area UASI.*

*There was some discussion on the proposed Change Order and Resolution. Director McCammon confirmed that the process for this recommendation came through the Operations Committee, and clarified that all dispatch consoles in both counties have been, or will need to be, upgraded or replaced in order to be able to connect compatibly with the new system. Board members asked additional questions, such as whether there is a schedule for replacing or upgrading the consoles in both counties, and how the priorities were determined. Bm. Ahern responded that the Operations Committee reviewed all dispatch consoles needing upgrades or replacement and prioritized based on the cells that are scheduled to be operational first. Director McCammon added that the cells slated to be connected first are the West cell in Contra Costa County and the East cell in Alameda County, and that the system won't work unless the consoles are compatible. A phasing list that is dependent on funding will also be discussed later in the meeting.*

*On motion of Bm. Arner, seconded by Bm. Calabrigo, and by unanimous vote, the Board passed and adopted **Resolution # 9-12** authorizing Chair Shinn to execute and Executive Director McCammon to implement Change Order No. 2 to the contract with Motorola Inc. for the purchase of five Dispatch Consoles for the City of Pleasanton.*

## **9.2 Adopt a Resolution Authorizing a Change Order to the Motorola Contract for the IP Upgrade:**

*Director McCammon summarized that changes in technology have occurred since the original system equipment was purchased. When the original equipment was purchased, the P25 Phase 2 standard was not developed and the only equipment available was circuit based. CTA has recommended that the EBRCSA move into IP Simulcast Technology and the Operations*

*Committee reviewed and also recommends that the IP Upgrade be considered a priority. Circuit switched equipment cannot migrate to P25 Phase 2, and while the system is not currently migrating to Phase 2, it will have the capacity to do so. The upgrades will include hardware and software upgrades to the Master Site in Dublin, 3 sites in Contra Costa County, and 8 sites in Alameda County. Alt. Bm. Woo provided additional technical information. The cost to complete the upgrade is \$1,719,466.64 and would be reimbursed to the EBRCSA through two grant funding sources: the Department of Justice COPS Technology grant in the amount of 1,170,000 and the 2007 Alameda County State Homeland Security Grant (SHSGP) in the amount of \$549,466.64.*

*Board members discussed the proposed Change Order and Resolution.*

*Member of the Public Stephen T. Devine commented on his concerns with the August CTA report, and submitted a written statement.*

*On motion of Bm.Rupf, seconded by Bm.Calabrigo, and by unanimous vote, the Board passed and adopted **Resolution # 9-13** authorizing Chair Shinn to execute and Executive Director McCammon to implement Change Order # 3 to the contract with Motorola Inc. for the IP Upgrade.*

## **10. COMMITTEE UPDATES:**

### **10.1 Receive CTA's Phase II Findings**

*Director McCammon reviewed that the distributed Overall Opinion of Probable Cost to Complete EBRCSA 2 Zones contains necessary revisions that were made to correct some incorrect assumptions made by CTA in their first report. After the lengthy, full review and revisions, the final number is a competitive estimate of \$35,201.80. Director McCammon said that this is approximately \$520,000 more than the estimate given by CTA at the August Board meeting; however, he and the committees are more comfortable with the revised number.*

### **10.2 Receive Informational Update on Recent Finance Committee Activities from Committee Chair Shinn:**

*Chair Shinn was unable to attend this Board of Directors meeting. Director McCammon summarized he has been developing financial models for the Finance Committee to review as options for building out the remaining*

*infrastructure because relying on grant funds alone could extend the timeframe significantly. Robert Larkins, Managing Director, Wedbush Morgan Securities gave a presentation to the Finance Committee on some of the financing options available to fund the remaining infrastructure. Presentation highlights included that there are basically two bond funding models, retail or wholesale. In the more complex retail approach, all agencies are proportionally obligated. In the wholesale approach, one or both counties are the obligor. The option of a two issuance bond was not recommended by Robert Larkins because of higher risk due to potential market changes. The financial model presented was based on \$24 million of capital, and allowed interest to be capitalized for three years to allow payments to begin after the system was built. The interest cost associated with this model would be about 5 million dollars. In this model, the remaining cost to build the system was assumed to be supplemented by grant funds.*

*As a result of the presentation and discussion, the Finance Committee recommended the build out phasing plan schedule through 2015, and also recommended that Director McCammon meet with the County Administrators of both counties to discuss possible options including the wholesale approach, and bring back feedback for review. A total system replacement cost of \$19.00 per month per unit was included in the CTA presentation to the Board of Directors in August. At the Finance Committee meeting, it was also discussed that funding for total replacement may not be appropriate, and instead the recommendation is to put some reserve funding aside, keeping in mind that the goal is to have the subscriber fee be under \$40.00 per month. Director McCammon also noted that if the financing option is pursued, each agency's elected body would need to rejoin the EBRCSA.*

*Director McCammon reported that the Finance Committee took an action to support that the compensation of the Executive Director remain the same, and noted that by not paying benefits, the EBRCSA is saving between 40-60%.*

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

*Director McCammon said that the Operations Committee reviewed CTA's findings and also discussed the phasing of subscriber units. The Operations*

*Committee recommended that a comprehensive outreach occur at both counties. As a result, two informational seminars, one in Alameda County and one in Contra Costa County, are planned for November 2009. Information will also be shared at the Police and Fire Chiefs' Associations.*

**11. REPORTS:**

**11.1** Receive Update on Grants PSIC, SHSGP, UASI:

*Director McCammon reported that a meeting is planned for next week in order to meet with Senator Boxer's staff, and also that the Tri Valley Mayors are starting to put together their proposal for 2010.*

**11.2** Receive Update on Infrastructure Implementation:

*Alt. Bm. Woo provided an update on the status of implementation.*

**12. BOARD COMMENTS:**

**13. NEXT ACTION STEPS:**

**14. ADJOURNMENT**

*The meeting was adjourned at 11:30 a.m. The next regular Board meeting is scheduled for November 20, 2009 in the Assembly Room of the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Blvd., Dublin, California.*

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

Respectfully submitted,



Susan Lyon  
Authority Secretary