



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

MINUTES

BOARD OF DIRECTORS MEETING

REGULAR MEETING – October 17, 2008



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 17, 2008, in the Assembly Room at the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Boulevard, Dublin, California. The meeting was called to order at 10:12 a.m. by Chair Shinn.

PRESENT:

County Representatives: Boardmembers Ahern, Bonilla, Casten (Alt for Bm. Twa), Nakao (Alt for Bm. Muranishi), and Rupf

City Representatives: Boardmembers Calabrigo, Cheeves, Hosterman, Johnson (arrived at 10:23 a.m.), Kurita (Alt for Bm. Barton), McNeil, Pollard, Rodriguez (Alt for Bm. Arner), Shinn, Vince (Alt for Bm. Catalano) and Wilson

Public Safety Representatives: Boardmembers Attarian, Cody and Richter

Special District Representative: Boardmember Bowen (Alt for Bm. Anderson)

ABSENT: Boardmembers Haggerty (County Rep), Kirkland (Public Safety Rep) and Lockhart (City Rep)

Staff Present: Executive Director Bill McCammon, Authority Counsel Robin Donoghue, and Secretary Fawn Holman

3. REPORT ON CLOSED SESSION: *None*

4. PRESENTATIONS

4.1 Introduction of New Boardmember, Albany City Manager Beth Pollard, Representing Alameda County City Managers Association

Chair Shinn introduced new Boardmember Beth Pollard, Albany City Manager, who would be representing the Alameda County City Managers Association. She replaced San Leandro City Manager John Jermanis, who recently retired.

The Board welcomed Ms. Pollard to the EBRCSA Board of Directors.

5. COMMENTS FROM THE PUBLIC

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

6. CONSENT CALENDAR

On motion of Bm. Shinn, seconded by Bm. Ahern and by unanimous vote, the Board took the following actions:

*Approved (6.1) the minutes of the regular Board meeting of July 18, 2008;
and*

Received (6.2) Informational Report on Bi-Annual Conflict of Interest Code Update Due to the Fair Political Practices Commission on October 1, 2008.

7. WRITTEN COMMUNICATIONS: *None*

8. PUBLIC HEARINGS: *None*

9. ACTION ITEMS:

9.1 Consider Adoption of Resolution Adopting Legislative Lobbying Policy in Order to Provide a Uniform Message in Lobbying Efforts and Coordination of Lobbying Activities

Executive Director McCammon presented the Staff Report and advised that the issue of developing a policy for legislative lobbying activities was brought up by the Board of Directors at a past meeting, and referred to the Finance Committee for discussion and recommendation for Board consideration. The Finance Committee discussed and recommended for approval the draft policy presented to the Board for consideration.

Bm. Rupf made a motion of approve the policy for discussion purposes.

Bm. Richter seconded the motion.

The Board discussed the draft policy and agreed that the policy be modified to include that the Board Chairperson also be notified, along with the Executive Director, of any lobbying efforts and the outcome of those efforts.

*On motion of Bm. Rupf, seconded by Bm. Richter and by unanimous vote, the Board adopted **Resolution No. 08-13**, approving the Legislative Lobbying Policy with the modifications discussed by the Board.*

9.2 Annual Selection of a Chair and Vice Chair of the East Bay Regional Communications System Authority (EBRCSA), and Appointment of New Chair and Vice Chair to Operations and Finance Committees

Executive Director McCammon presented the staff report and advised that the EBRCS Joint Powers Authority agreement called for the annual election of a Chair. The current Chair and Vice Chair have served for one year and it was now time to elect a new Chair and Vice Chair. The Board of Directors had the option to re-elect the current Chair and Vice Chair or elect a new Chair and Vice Chair from the members of the Board of Directors. The newly elected Chair and Vice Chair would assume their positions at the conclusion of the meeting, and would continue in the positions for one year.

On motion of Bm. Rupf, seconded by Bm. Wilson and by unanimous vote, the Board elected current Chairperson Shinn and Vice Chairperson Ahern to serve another term in their respective capacities.

9.3 Appoint One Contra Costa County, County Representative, and One Alameda County City Manager to Fill Current Vacancies on the Finance Committee Due to Retirements

Executive Director McCammon presented the staff report and advised that with the recent retirements of Contra Costa County Administrator John Cullen and San Leandro City Manager John Jermanis, there were two vacancies on the Finance Committee. It is recommended that the Board, per the bylaws, appoint one County representative from Contra Costa County, and one City Manager from Alameda County to fill the current vacancies on the Finance Committee.

Bm. Pollard nominated Bm. Cheeves to serve as the Alameda County City Managers representative and Bm. Rupf seconded the nomination.

Bm. Bonilla nominated Bm. Twa to serve as the Contra Costa County representative and Bm. Rupf seconded the nomination.

By unanimous vote, the Board appointed Bm. Cheeves and Bm. Twa to serve as committee members on the Finance Committee.

9.4 Consider Proposed Changes to Meeting Times for Regular Finance and Operations Committees in an Effort to Reduce Time between Meetings for Those Attending Both Meetings

Note: Bm. Johnson entered the meeting at 10:23 a.m.

Executive Director McCammon presented the staff report and advised that, at its December 7, 2007 meeting, the Board of Directors voted to hold regular Operations Committee meetings at 10:00 a.m. and regular Finance Committee meetings at 1:00 p.m. on the first Friday of each month. Experience with holding the meetings so far apart found that it was difficult for those individuals who have an interest in attending both meetings. It was recommended that the Board approve a change of the Finance and Operations Committee meeting start times as outlined: Operations Committee to meet at 9:30 a.m. and the Finance Committee 11:00 a.m.

On motion of Bm. Bonilla, seconded by Bm. Johnson and by unanimous vote, the Board approved the time changes to the regular Operations and Finance Committee meetings.

10. REPORTS

10.1 Receive Report on CTA Communications 10/13/08 Presentation on Work to Date Evaluating EBRCOA's System Design and State of Communications Technology and Future Migration to P25 Compliant Systems

Executive Director McCammon presented the staff report and advised that, as part of its contract with the EBRCOA, CTA communications was to provide two on-site updates. The October 13th presentation was planned to be a status update on CTA's progress and a technology update for interested parties involved with the EBRCOA. Over 100 people attended the presentation, including EBRCOA Boardmembers, local officials, and police and fire chiefs. The presentation was videotaped and DVD copies will be distributed to all Board members and placed on the website. CTA will provide a draft report on their progress in late November and a final report will be presented to the Board at its January 2009 meeting. Those interested parties who were invited to the October 13th presentation will also be invited to attend the presentation of the final report. CTA was also currently working on the Solano County Study, as well as in the process of initiating the Oakland Study.

The Board and Staff engaged in a brief question and answer session regarding the CTA presentation, as well as CTA's progress to-date. The EBRCOA would benefit by having CTA complete all three contracts because hours would be watched and credited back to the EBRCOA. There were also some economies of scale in having several CTA teams working on the agency interviews and site visits at the same time. CTA's study would look at investments made to-date to make certain they were proper. They would have concrete answers on work done to-date, as well as recommendations for the future work. Phase II would include calculations of overall system costs.

The Board and Staff discussed the need to agendaize the presentation as a special meeting. It was noted that, even though it was an informational

presentation, if a quorum of Boardmembers attended and an agenda had not been posted, the presentation would have been in violation of the Brown Act. It was suggested that all meetings in the future involving CTA be noticed as a special meeting when Board members are invited.

10.2 Receive Verbal Update on Executive Director's 10/10/08 Meeting with BART's Public Safety and Technical Representatives to Discuss the Technical Challenges of BART Becoming Part of the EBRCSA

Executive Director McCammon advised that, during the initial formation of the Authority, the Taskforce had invited BART to participate. BART was not supportive of the effort and listed a number of issues. At a recent Contra Costa County Police Chief's Association meeting, BART's Chief Gee expressed that the EBRCSA had not taken into consideration the many technological challenges of providing below ground communications. At that meeting, Chief Gee indicated that, because the Authority had not addressed BART's concerns, BART elected not to participate. In order to address BART's concerns, Police Chief Scott Kirkland arranged a meeting with BART representatives and representatives of the EBRCSA at the El Cerrito Police Department on Friday, October 10th at 1:00 p.m. In attendance from the EBRCSA were Board Chair Bill Shinn, Board representatives Police Chiefs Scott Kirkland and Pete Dunbar, Executive Director Bill McCammon and Terry Betts, Interoperability Project Manager for the Bay Area SUSAI. As a result of the meeting, BART appeared supportive of continuing discussions regarding future membership, and possible collaborations and clearly understood that, as the BayRICS model came together connecting the West Bay, South Bay and East Bay, BART would need to be involved.

The Board and Staff briefly discussed the meeting and noted that BART would not become a member in the near future. BART representatives would advise their Board of the benefits of joining in the future when they migrated over to a digital system.

11. BOARD COMMENTS

Bm. Hosterman stated that it was important for the Board to meet on a very regular basis. The August and September meetings had been cancelled and it was too long between Board meetings. There needed to be consistency in

meetings, as well as an increase in the level of education and outreach to member agencies and prospective members in order to keep them interested in the agency and education them as to the importance of participating in the EBRCSA.

Bm. Hosterman suggested that regular reports on Operations and Finance Committee actions be included on every agenda in order to keep the Board abreast of Committee efforts.

Bm. Hosterman expressed the need to find a new meeting room with carpeting or provide microphones to the Boardmembers. The acoustics were terrible in the current meeting room and it was very difficult to hear the discussions.

Bm. Bonilla agreed with Bm. Hosterman's comments on reporting on Committee work, as well as meeting consistency and education outreach.

Bm. Calabrigo stated that it was not necessary to meet when there wasn't a full agenda. The EBRCSA seemed to be meeting quarterly with a substantive agenda, which was a good use of people's time. Although he agreed with the importance of updates regarding committee work, he would not want to increase the number of meetings if there was not enough substance to the agenda.

Bm. Rupf stated that the majority of the work was done at the committee level, so it was important for the committees to meet on a regular basis. Those who questioned the need to participate in the Authority should be encouraged to become engaged at a committee level.

Executive Director McCammon suggested that, in order to broaden education regarding the EBRCSA, agency updates could be routinely included on the City Managers Associations and Mayors Conference agendas in order to provide regular status updates and answer questions regarding the EBRCSA's progress.

12. NEXT ACTION STEPS

No further action steps were identified by the Board at this time other than directives already discussed by the Board.

13. ADJOURNMENT

The meeting was adjourned at 10:53 a.m.in memory of the 1989 Loma Prieta Earthquake.

APPROVED BY A MOTION OF THE EAST BAY REGIONAL
COMMUNICATIONS SYSTEM AUTHORITY BOARD OF DIRECTORS
THIS 21st DAY OF NOVEMBER, 2008.

Respectfully submitted,



Fawn Holman, Secretary