



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 XX

MINUTES

BOARD OF DIRECTORS MEETING

REGULAR MEETING – November 21, 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, November 21, 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 10:09 a.m. by Chair Shinn.

PRESENT:

County Representatives: Boardmembers Ahern, Bonilla, Haggerty, Rupf and Twa

City Representatives: Boardmembers Calabrigo, Catalano, Johnson, Lockhart, McNeil, Pollard, Rodriguez (Alt for Bm. Arner), Shinn and Wilson

Public Safety Representatives: Boardmembers Cody, Kirkland, Richter and Tibbet (Alt for Bm. Attarian)

Special District Representative: Boardmember Anderson

ABSENT: Boardmember Barton (City Rep), Cheeves (City Rep), Hosterman (City Rep), and Muranishi (County 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, Contra Costa County Administrator David Twa, Representing Contra Costa County
Chair Shinn introduced new Boardmember David Twa, Contra Costa County Administrator, representing Contra Costa County. He replaced John Cullen, who recently retired.

The Board welcomed Mr. Twa to the EBRCSA Board of Directors.

4.2 Receive Presentation by Laura Phillips, General Manager of the Bay Area Super Urban Area Security Initiative (SUASI), Providing a General Overview of the Bay Area SUASI and the Role of the SUASI in Regional Interoperability Effort

Laura Phillips, General Manager of the SUASI, made a PowerPoint presentation that provided a general overview of the SUASI and its role in regional interoperability efforts, advising that the SUASI was comprised of the former UASI's of San Francisco, Oakland and San Jose. The SUASI footprint includes 10 Bay Area Counties: San Francisco, Alameda, Contra Costa, San Mateo, Santa Clara, Solano, Sonoma, Santa Cruz and Napa.

5. COMMENTS FROM THE PUBLIC

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

6. APPROVAL OF MINUTES

6.1 Minutes of Regular Meeting of October 17, 2008.

On motion of Bm. Ahern, seconded by Bm. Lockhart, and by unanimous vote, the Board approved the minutes of the October 17, 2008, Board of Directors meeting.

7. WRITTEN COMMUNICATIONS: *None*

8. PUBLIC HEARINGS: *None*

9. ACTION ITEMS:

9.1 Consider Adoption of a Resolution Amending the Bylaws to Provide for Alternates for the Operations and Finance Committees and Allow County Alternates to Serve in all County Positions

Executive Director McCammon presented the Staff Report and advised that the proposed amendments to the bylaws would help ensure that there was a quorum for all Board and Committee meetings.

On motion of Bm. Haggerty, seconded by Bm. Catalano and by unanimous vote, the Board adopted Resolution No. 08-14, approving a first amendment to the bylaws.

9.2 Appoint One Alameda County Elected Official to Fill Upcoming Vacancy on the Finance Committee Due to Term Expiration of Boardmember Lockhart

Executive Director McCammon presented the staff report and advised that, with the upcoming retirement of Dublin Mayor Janet Lockhart, there would be a vacancy on the Finance Committee. It was recommended that the Board, per the bylaws, appoint one Alameda County Elected Official to fill the vacancy on the Finance Committee.

On motion of Bm. Haggerty, seconded by Bm. Wilson and by unanimous vote, the Board elected Bm. Johnson to serve as committee member on the Finance Committee.

9.3 Consider Adoption of Resolution Authorizing the Board Chair to Execute a Contract with Harris Straytex for Microwave Redesign and Equipment Using 2007 Earmark Funds

Executive Director McCammon presented the staff report and advised that, as a result of site changes and the requirement for additional equipment to complete the Tri-Valley Loop, Harris Straytex was asked to provide a proposal to complete their work. The funding to complete the work has been approved as part of the 2007 Earmark the EBRCSA received for the Tri-Valley. The EBRCSA completed the application process through the COPS Technology program and has been approved to use the funds to complete the work.

*On motion of Bm. Cody, seconded by Bm. Lockhart and by unanimous vote, the Board adopted **Resolution No. 08-15**, authorizing the Executive Director to negotiate and execute a contract with Harris Straytex for equipment and redesign services.*

9.4 Consider Executive Director Recommendation to Cancel December 19, 2008 Regular Board of Directors Meeting Due to Lack of Actionable Items and for Holiday Recess

On motion of Bm. Haggerty, seconded by Bm. Lockhart and by unanimous vote, the Board cancelled the December 19, 2008 regular Board meeting due to lack of actionable items, as well as its proximity to the holidays. It was noted that the next regular Board meeting was scheduled for January 16, 2009.

10. COMMITTEE UPDATES

10.1 Receive Informational Report on Recent Finance Committee Activities from Committee Chair Shinn

Finance Committee Chair Shinn asked Executive Director McCammon to present the report.

Executive Director McCammon referred to the November 7th Finance Committee meeting draft minutes, which had been included in the Board's agenda packet, and provided a brief overview of Finance Committee's recent activities.

10.2 Receive Information Report on Recent Operations Committee Activities from Committee Chair Ahern

Operations Committee Chair Ahern asked Executive Director McCammon to present the report.

Executive Director McCammon referred to the November 7th Operations Committee meeting draft minutes, which had been included in the Board's agenda packet, and provided a brief overview of Operations Committee's recent activities.

11. REPORTS

11.1 Receive Verbal Status Updates of Current and Ongoing Projects

Executive Director McCammon distributed copies of a series of newspaper articles that appeared in the Richmond Globe that talked about interoperability and included misinformation about the EBRCSA.

Executive Director McCammon distributed and reviewed a recently updated Infrastructure Phasing Plan, advising that the updates were italicized.

The Board and Staff discussed the items with a “waiting for grant to be approved and funded,” and it was noted that the PSIC funding had been identified for those projects but was pending distribution by SUASI. If the EBRCSA did not receive the anticipated \$4.9 million, PSIC- funded projects would need to be prioritized. It was suggested that the prioritization discussion come before the Board for approval. It was also suggested that the cost of each site be included on the chart, as well as how much grant money was received for each project.

Bm. McNeil asked if a response would be sent regarding the series that appeared in the Richmond Globe.

The Board discussed the need for a press policy, which would include general responses to press inquiries and responses to incorrect information being published, interviews, etc., as well as a plan to educate the public regarding the workings of the Authority including branding.

The Board discussed preparing a press release for media print and posting on the website, scheduling a press conference to educate the press on the EBRCSA progress made to-date, as well as inviting the media to the January 16, 2009 Board meeting to hear Dr. Ballard’s final report on the EBRCSA.

On motion of Bm. Bonilla, seconded by Bm. Catalano and by unanimous vote, the Board agreed to form a subcommittee that would develop a plan regarding press responses, branding, and project evaluation to be brought before the Board for consideration.

Authority Counsel Donoghue advised that, because the issue was not on the agenda, the Board could not take action and suggested that it be formally agendized on the next the Board agenda.

Bm. Bonilla rescinded her previous motion to form a subcommittee.

Bm. Catalano rescinded her second of the motion.

By consensus, the Board directed Staff to agendize the issue of a Media Plan subcommittee for the January 16, 2009 Board meeting.

11.2 Receive Verbal Status Update of Grant Funding (PSIC, COPS, SUASI)

Executive Director McCammon distributed an updated grant funding status chart and advised that some additional SHSGP funding had been found.

12. BOARD COMMENTS

Bm. Bonilla reiterated her request to see a budget that listed expenses in the near future, and suggested that the Finance Committee bring that forward in the near future.

Bm. Rupf reiterated the need for an inventory of assets and a listing of which agencies own assets.

13. NEXT ACTION STEPS

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

14. ADJOURNMENT

The meeting was adjourned at 11:50 a.m.

APPROVED BY A MOTION OF THE EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY BOARD OF DIRECTORS THIS xx DAY OF xx, 200x.

Respectfully submitted,

Fawn Holman, Secretary