



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 3.0

DRAFT MINUTES

FINANCE COMMITTEE MEETING

SPECIAL MEETING – January 8, 2010

1. CALL TO ORDER/ROLL CALL:

A special meeting of the East Bay Regional Communications System Authority Finance Committee was held on January 8, 2010, in Room 1013 at the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Boulevard, Dublin, California. The meeting was called to order at 11:05 a.m. by Director McCammon.

PRESENT: *Committee members Anderson, Arner, Twa, Wilson (Arrived at 11:15), Woo (Alt. for Cm. Shinn) Also Attending: Ron Puccinelli, Dean Stavert*

ABSENT: *Committee members Haggerty, Cheeves, Johnson*

Staff Present:

Executive Director McCammon and Secretary Lyon

2. Comments from the Public:

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

3. Approval of Minutes: Regular Meeting of December 4, 2009:

The minutes from the December 4, 2009 meeting were not approved because there was not a quorum.

4. Review Grant Reimbursements Received in 2009:

Director McCammon reviewed that reimbursements were received through January 2010 for \$943,374 in invoices, including invoices from CTA Communications for Phases II, III, IV, Harris Stratex for the Microwave purchase, and invoices for the purchase of shelters and consoles. There is approximately 1 million remaining in the bank. All of the agencies except for the City of Antioch have paid their subscriber fees.

5. Update on Financing Plan, Meeting with the County Administrators, and Consideration for Board Update:

Director McCammon summarized that he has met with the County Administrators of both counties, and that the feedback received was positive regarding both counties taking the lead in a bond issuance. Next steps would include working with the Alco and CoCo Auditor Controllers to develop real numbers for the cost of issuance. Cm. Twa indicated that the Coco Board of Supervisors expressed support for the two counties potentially bonding, after all details are worked out.

Committee members discussed the best way to present a potential Financing Plan to the Board of Directors, and agreed that a general project update that also includes a financing plan would be beneficial, especially to Board Members who do not serve on the Operations or Finance Committee's.

Director McCammon next distributed a draft presentation outline for Committee members to review. This draft included a system financing timing schedule with debt potentially being issued in the first quarter of 2011. Committee members agreed that it is better to use the language that agencies "affirm" their membership in the EBRCOA rather than "re-join" the EBRCOA, when taking legislative action. The draft also included member agency considerations including the recommendation made by the Operations Committee, for Board review and approval, that all subscriber unit purchases moving forward be P-25 Phase 2 capable.

Committee members discussed the amount of infrastructure development model detail and options to include for the presentation. Cm. Arner recommended that detailed models of various user counts be included as supporting documents in an effort to keep the presentation clear. Committee members agreed that the number of subscribers will be a key component to identify, and agreed that the various scenario models should be included as supporting documents to the presentation.

Director McCammon will refine the presentation to incorporate the suggestions made at today's meeting, and will e-mail over to committee members for their input and approval, before posting as part of the Board Agenda package on 1/12.

6. Discuss Subscriber Fees and Incentives for Early Participation:

Committee members discussed and agreed on the importance of developing a policy, for the Board of Directors to consider adopting, that covers subscriber fees and incentives for early participation. This subject was tabled, and committee members will work on developing the policy at a future Finance Committee meeting.

7. Review Washington DC Trip and Update from Lobbyists:

Director McCammon reviewed the upcoming trip to Washington D.C. with the Tri-City Mayors and Mayor McNeil during the U.S. Conference of Mayors, and meetings with the COPS Office and elected officials. A packet that includes a letter signed by all Contra Costa County and Alameda County Mayors in support of the EBRCSA project will be provided to all area representatives. Cm. Wilson asked that Director McCammon send a packet to Congressman Garamendi as soon as possible, so that he can review the packet before the conference.

8. Approve Funding to send Susan Lyon to Board Clerk and Brown Act Training through the Special Districts Association:

On motion of Cm. Arner, seconded by Cm. Wilson, and by unanimous vote, the Committee approved to send Susan Lyon to Board Clerk and Brown Act Training through the Special Districts Association.

9. Receive Update on Oakland Study and Meetings with Oakland Officials:

Director McCammon reported that a meeting with the Oakland Fire Chief has taken place, and a meeting with the Oakland Police Chief will occur later this month. At today's Operations meeting, the Committee approved to reprioritize projects to allow the Alco Northwest cell to be completed before 2011, contingent upon Oakland joining the EBRCSA. Cm. Wilson suggested that Director McCammon also contact Rebecca Kaplan of the Oakland City Council.

10. Receive Verbal Update of Grant Status (PSIC, COPS, UASI):

Director McCammon provided a brief update of grant status that included the following. The PSIC spending timeframe has the ability to be extended beyond 2010 if needed. 2009 SHSGP grant funds of 1,000,000 for Alco and 1,164,000 for Coco were received.

11. Receive Verbal Update on Status of the Various EBRCSA Projects:

Director McCammon provided an update on the status of the various projects that included the following. KPA Engineers were hired for site development work in Alameda County, including site design at the two proposed BART sites. The environmental report for Patterson Pass was submitted to agencies for comment. There has been an extension in the SUASI grant spending period through the end of 2010 for the Fleetmapping project. The requirements for hiring a contractor to complete the Fleetmapping, including a possible RFP, are being worked out. The Harbor View site in Contra Costa County is being changed to 651 Pine Street, Martinez. Alt. Cm. Woo said that an intermediate solution for radio migration that could provide cost savings to agencies is being looked into, and more information will be shared as known.


12. Agenda Items for Next Meeting:

13. ADJOURNMENT:

The meeting was adjourned at 12:15 p.m. The next meeting date for the Finance Committee is February 5, 2010 at 11:00 a.m., in Room 1013 at the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Boulevard, Dublin, California.

APPROVED BY A MOTION OF THE EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY THIS XXTH DAY OF XX, 2009.

Respectfully submitted,



Susan Lyon
Secretary