



# **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**

### **DRAFT MINUTES**

#### **FINANCE COMMITTEE MEETING**

#### **REGULAR MEETING – March 6, 2009**

#### **1. CALL TO ORDER/ROLL CALL:**

*A regular meeting of the East Bay Regional Communications System Authority Finance Committee was held on March 6, 2009, 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 11:09 a.m.*

**PRESENT:** *Committee members Anderson, Arner, Cheeves, Shinn, Twa and Wilson*

**ABSENT:** *Committee members Haggerty and Johnson*

#### **Staff Present:**

*Executive Director Bill McCammon and Secretary Fawn Holman*

#### **2. Comments from the Public**

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

#### **3. Approval of Meeting Minutes**

*On motion of Cm. Anderson, seconded by Cm. Wilson and by unanimous vote, the Committee approved the minutes of the February 6, 2009, Regular Finance Committee meeting.*

**4. Review and Discuss System Coverage Map, including System Design and Site Locations and Provide Direction to Executive Director**

*Executive Director McCammon presented the staff report and advised that, at its February 6, 2009 meeting, the Operations Committee received a presentation from Motorola Engineers on the coverage map for the two-county system. The Committee made several comments about how coverage was presented on the maps, including recommending that the map show coverage below the 95% level to provide a more realistic view of how the system will operate and that the map reflect a more complete view of the system by including all established and potential sites, even if the site could change in the future. Motorola Engineers received the feedback and reworked the map. Staff now recommended that the Finance Committee review the coverage map and site matrix, which reflected the proposed changes from the original design, and provide the Executive Director feedback as to the next steps for adoption of the coverage map. The Operations Committee had reviewed the revised map and agreed that the map met the concerns discussed at the first presentation, and also agreed that the map needed verification through field testing by CTA Communications before it went to the Board for approval.*

*The Committee and Staff discussed the proposed coverage map and reviewed the site matrix.*

*By consensus, the Finance Committee agreed with the Operations Committee that the map was adequate, and that the map needed verification through field testing by CTA Communications before it went to the Board for approval.*

**5. Discuss the Development of a Business/Operational Plan for the EBRCSA, Review Plan Elements and Provide Direction to the Executive Director**

*Executive Director McCammon presented the staff report and advised that, at its February 6, 2009 meeting, the Operations Committee agreed to recommend to the Board of Directors that an outside consultant to work with EBRCSA members should be hired to develop a Business Plan. The Board considered the item at its February 20th meeting, and did not support the hiring of a consultant. The Board felt that the in house development of a Business/Operational Plan was more appropriate. Direction was given to the Executive Director to review the business plan developed by CTA*

*Communications for Pima County and to determine which elements of the plan would be appropriate for the EBRCSA to consider as part of a Business/Operational Plan for the EBRCSA. It is recommended that the Committee review the proposed categories and first determine if three categories are appropriate, and then review the individual elements and provide the Executive Director with directions as to next steps to finalize a list of plan elements.*

*Executive Director McCammon further advised that the Operations Committee had reviewed the draft Business/Operational Plan and suggested that the plan leave open the opportunity for the potential consolidation of dispatch centers. It was suggested that an introduction category be added that included the historical background of the Joint Powers Authority.*

*The Committee and Staff reviewed and discussed the proposed categories and elements, and it was noted that many of the proposed elements were already included in CTA Communications scope of work. It was suggested that the plan leave open the opportunity for the potential standardization of equipment, as well as the need to include console control and maintenance in the plan. It was suggested that, prior to review at the next Committee meeting, the list be updated to show whether an item were part of CTA's contract and, if so, what the status of that item.*

*The Executive Director asked the Committee to provide him with additional comments during the next month. It was anticipated that the draft Business/Operational Plan would be presented the Board at its April meeting for conceptual approval to move forward with the plan.*

**6. Receive Verbal Update of Grants Status (PSIC, COPS, SUASI)**

*Executive Director McCammon advised that, as a result of comments at a recent SUASI Advisory Group meeting, SUASI representatives were questioning its reimbursement of EBRCSA operational costs and the current reimbursement request had been put on hold. Executive Director McCammon is setting a meeting with the SUASI Approval Authority to clear up any misconceptions and resolve the situation. Board Chair Shinn and he were also arranging a meeting with Sheriff Rupf to resolve the disconnect with his department as well.*

*The Committee and staff discussed the issue, and the Committee asked the Executive Director to report on the meeting with Sheriff Rupf at the next Finance Committee meeting.*

*Executive Director McCammon advised that a \$3.9 million PSIC grant, which was typically divided between Alameda and Contra Costa County, had a 20% match requirement. The EBRCSA had been collecting subscriber fees for the match; however, if Sheriff Rupf reasserts his request that Contra Costa's share go directly to them, it raises the question whether the match should come from EBRCSA funds or from Contra Costa County funds.*

*The Committee discussed the issue and it was strongly suggested that, if the grant monies went directly to Contra Costa County, the County should have to fund the match. It would ultimately be the Contra Costa County Board of Supervisors' decision on whether to accept the grant funds or not.*

*Cm. Twa agreed that, if the Contra Costa County portion of the PSIC grant monies went directly to the County, then the County should have the responsibility to fund the match.*

*Executive Director McCammon distributed and reviewed a letter to our legislative representatives, which was the result of recent Board action to attempt to obtain \$34 million from the federal stimulus package. The EBRCSA's legislative lobbyists in Washington advised the only area of the stimulus packet that we would have the opportunity to get funding would be through the Commerce Departments NTIA grant program for nationwide public safety broadband. The letter was put together with three different endings: 1) requesting the \$34 million; 2) requesting continuing support for the currently requested \$3 million; and 3) requesting funding through the NTIA program. Signatures had already been obtained from Contra Costa County member agency elected officials, and would be gathered from Alameda County member agency elected officials next week. Staff was asking for flexibility in which ending would be chosen to included in the final letter depending on further research.*

*The Committee discussed the letter and agreed that the member agency special districts should sign the letter, as well. It was agreed that the EBRCSA member agencies needed to show a united stance in the regional efforts.*

*Executive Director McCammon distributed and reviewed a handout on the proposed 2009 UASI grant program, which included \$19 million for interoperable communications.*

**7. Receive Verbal Update on Status of the Various EBRCSA Projects**

*Executive Director McCammon distributed and reviewed an updated Infrastructure Phasing Plan.*

**8. Agenda Items for Next Meeting**

- *Draft Operational/Business Plan Review*
- *Report Back on Meeting with Sheriff Rupf*

**9. ADJOURNMENT**

*The meeting was adjourned at 12:42 p.m. The next regular Finance Committee meeting is scheduled to be held on April 3, 2009, at 11:00 a.m., at the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Boulevard, Dublin, CA 94568.*

APPROVED BY A MOTION OF THE EAST BAY REGIONAL  
COMMUNICATIONS SYSTEM AUTHORITY OPERATIONS  
COMMITTEE THIS xx DAY OF xx 2009.

Respectfully submitted,

Fawn Holman  
Secretary