



# **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**

#### **REGULAR MEETING – December 4, 2009**

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

*A regular meeting of the East Bay Regional Communications System Authority Finance Committee was held on December 4, 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 11:00 a.m. by Chair Bill Shinn.*

**PRESENT:** *Committee members Anderson, Arner, Cheeves, Shinn, Wilson  
Also Attending: Tom Kuhlman, Dean Stavert*

**ABSENT:** *Committee members Haggerty, Johnson, Twa*

##### **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:**

*On motion of Cm. Anderson, seconded by Cm. Arner and by unanimous vote, the Committee approved the minutes of the October 2, 2009, regular Finance Committee meeting.*

**4. Receive Update regarding Meeting with County Administrators to Review Financing Options:**

*Director McCammon overviewed the financing options and infrastructure development worksheets that were distributed to committee members. Committee members reviewed the various worksheet scenarios, two that included the City of Oakland and one that did not. Variables in the models include the total user count and how much debt to incur comfortably. The goal is to keep the User Fees under \$40.00 per radio on the system.*

*Committee members discussed the bond financing options. Cm. Arner recommended including bond insurance with either the retail or wholesale approach in order to make sure that the interest rate is competitive. Cm. Wilson agreed with the recommendation to include bond insurance unless the counties have a high credit rating.*

*Director McCammon summarized that he will put together a package in order to meet with representatives from both the Alameda and Contra Costa County Auditor Controller's Offices, and will apprise both Boards of Supervisors and City Managers of the plan. The financing options will be presented at the next Board of Directors meeting.*

*Cm. Wilson urged Director McCammon and other Committee members to continue working to secure earmark grant funding for the project. Director McCammon responded that work is continuing but it has been difficult to obtain more than 1 to 1.5 million per year. He added that attended a meeting with Senator Boxer's staff that was hosted by the West County Mayors in November to discuss stimulus funding for the project. Cm. Wilson said that the Tri-City Mayors are preparing for their January 2010 visit to elected officials in Washington D.C. and would like to be able to show broad support for the project by letters and/or additional committee members participating in the trip. He would also like to be able to contact all related elected representatives for the project.*

**5. Receive Update regarding Lobbying Effort by West County Mayors and/or Elected Officials:**

*Director McCammon reported that he attended a meeting hosted by the West County Mayors and/or Elected Officials in November to discuss Stimulus*

*Funding for the project with Senator Boxer's staff. The meeting was not as well attended as planned, but was informative for the staff member.*

**6. Review C.G. Uhlenberg's 2008/2009 EBRCSA Audit Report, and Approve 2010 Audit Process:**

*Director McCammon reviewed that the 2008/2009 EBRCSA Audit was completed by C.G. Uhlenberg, and the results were positive with no deficiencies noted. A copy of the independent auditors report was mailed to Boardmembers in November. Committee members discussed hiring C.G. Uhlenberg for the 2010 Audit. Comments included that there was a significant educational component in the 2008/2009 audit due to the complexity of the EBRCSA project, and also that there could be potential cost savings in hiring an auditor for multiple years.*

*On motion of Cm. Anderson, seconded by Cm. Cheeves, and by unanimous vote, the Committee approved the hiring of C.G. Uhlenberg to complete an audit of the EBRCSA for the next three years.*

**7. Review CTA Study for the City of Oakland:**

*Finance Committee members reviewed the Executive Summary section of the City of Oakland Interoperability Study public report completed by CTA and the related City of Oakland agenda staff report, and discussed the many discrepancies that appear in the reports. Director McCammon also offered to provide complete copies of the Oakland Interoperability Study Public Report on request, and can also provide a link to the report that is available on the City of Oakland website.*

*Director McCammon noted that the City of Oakland report is CTA Communications final public report, and he has requested a copy of CTA Communications draft report. Negotiations to obtain a copy of the draft report are underway. The study completed by CTA was funded by the Urban Area Security Initiative (UASI).*

*Director McCammon summarized that the Operations Committee, at their meeting earlier today, approved to recommend to the Finance Committee that a letter be sent to the Mayor, City Administrator, and the Chair of the Public Safety Council in the city of Oakland to invite them into discussions about the benefits of joining the EBRCSA.*

*Finance Committee members discussed the recommendation made by the Operations Committee as described above, and supported the recommendation. In addition to the letter, Committee members requested that Director McCammon contact CTA to request a copy of the draft report, and also recommended that final payment due to CTA be withheld until the final report is revised to correct any inconsistencies found.*

*On motion of Cm. Arner, seconded by Cm. Wilson, and by unanimous vote, the Committee approved to withhold final payment to CTA until Board Chair Shinn and Director McCammon are satisfied with the City of Oakland Interoperability Study final report.*

**8. Receive Verbal Update of Grant Status (PSIC, COPS, UASI)**

*Director McCammon provided the following verbal update. FY 08 UASI funding of \$511,000 for Alameda County and \$511,000 for Contra Costa County is now available. In FY 09, a total of \$400,000 was requested for a logging recorder in Alameda County, and \$480,000 was requested for the Cummings Peak Prime Site. Both projects were moved to the UASI approval stage, with additional review by an Advisory Committee in December. Final approval is expected from the UASI Approval Authority in January 2010. For FY 10, a different process will be followed, and UASI allocations will be awarded based on the ratings for threat and risk. A governance structure for funding allocations in both counties is in the process of being developed, and may use the two county's Approval Authority structure. The FY 10 UASI process needs to be completed by March 2010.*

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

*Director McCammon provided an update that included the following items: The environmental report for the Altamont Pass Site is in draft form and is nearly ready for distribution for the public comment period. New dispatch consoles were purchased for the city of Livermore. One dispatch console will be installed in Livermore initially, and the other four installed in Dublin for training. The dispatch consoles for the city of Pleasanton have been ordered. The 700 and 800 MHz applications have been filed with the FCC. The West cell in Contra Costa County is nearing completion, and testing is expected to begin early in 2010. Dispatch consoles for West Contra Costa County agencies are in the process of being purchased with PSIC funds.*

*Two member agency briefings, mainly designed for staff responsible for purchasing radios and managing dispatch centers, are scheduled to occur on December 14 and 15, one at Walnut Creek City Hall, and the other at the Alameda County Office of Emergency Services.*

*Cm. Wilson requested that Director McCammon attend a mayor's conference next year to provide a project update, especially for the benefit of new mayors and council members. Director McCammon asked that Cm. Shinn and/or Cm. Wilson let him know of the date(s) and he would attend.*

*Committee members also discussed the upcoming national mayors' conference held in Washington D.C. in January 2010, and agreed upon the importance of EBRCSA project representation in order to assist with the lobbying effort.*

*On motion of Cm. Arner, seconded by Cm. Anderson and by unanimous vote, the Committee authorized sending three representatives from the EBRCSA project to Washington D.C. in January 2010. The three representatives include Executive Director McCammon, and two elected representatives of the EBRCSA Board of Directors.*

**10. Agenda Items for Next Meeting:**

**11. ADJOURNMENT:**

*The meeting was adjourned at 12:15 p.m. The next meeting date for the Finance Committee is January 8, 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 XX<sup>TH</sup> DAY OF XX,  
2009.

Respectfully submitted,

*Susan Lyon*

Susan Lyon  
Secretary

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