



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

OPERATIONS COMMITTEE MEETING

REGULAR MEETING – March 6, 2009

1. CALL TO ORDER/ROLL CALL:

A regular meeting of the East Bay Regional Communications System Authority Operations 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 9:30 a.m.

PRESENT: *Committee members Ahern, Cody, Kirkland, McQuiston Richter and Roderick*

ABSENT: *Committee member Rupf*

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. Kirkland, seconded by Cm. Roderick and by unanimous vote, the Committee approved the minutes of the February 6, 2009, Regular Operations 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 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 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 Committee and Staff discussed the proposed coverage map and site matrix. It was noted that CTA Communications would conduct real life testing to ensure the accuracy of Motorola's computer models. Staff believed that Motorola was conservative in their coverage estimates, and Motorola guaranteed their coverage models. CTA Communications would verify the coverage before the map went to the full Board.

By consensus, the Committee agreed the map met the concerns they brought up at the first presentation. The Committee also agreed that the map needed verification through field testing by CTA Communications before it goes 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.

The Committee and Staff reviewed 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 consolidation of dispatch centers. It was suggested that an introduction category be added that included the historical background of the Joint Powers Authority.

The Executive Director advised that he would incorporate the Committee's comments into the document, and 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.

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.

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*

9. ADJOURNMENT

The meeting was adjourned at 11:00 a.m. The next regular Operations Committee meeting is scheduled to be held on April 3, 2009, at 9:30 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