



**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, San Ramon Valley Fire Protection District, and the University of California, Berkeley

AGENDA ITEM 3.0

DRAFT MINUTES

OPERATIONS COMMITTEE MEETING

REGULAR MEETING – MAY 6, 2011

1. CALL TO ORDER/ROLL CALL:

A regular meeting of the East Bay Regional Communications System Authority Operations Committee was held on May 6, 2011, 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. by Chair Ahern.

PRESENT: *Committee members Ahern, Casten (Alt. for Cm. Livingston), Henderson (Alt. for Cm. Maples), McQuiston, Nice and Priebe (Alt. for Cm. Dunbar)*

Also attending: Lynette Journeay, East Bay Regional Park District, Kody Kerwin, Contra Costa County Fire District, William Shinn, EBRCSA Boardmember, Bob Simmons, CDX Wireless Inc., and Ed Woo, EBRCSA Alternate Boardmember

ABSENT: *Committee member AlCo Fire Public Safety Representative (TBD)*

Executive Director McCammon, Secretary Lyon

2. Comments from the Public:

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

3. Approval of Meeting Minutes: Regular Meeting of April 1, 2011:

On motion of Cm. Nice, seconded by Alt. Cm. Casten, and by unanimous vote, the Committee approved the minutes of the April 1, 2011, Regular Operations Committee meeting.

4. Receive Update on Fleetmapping Project:

Director McCammon introduced Bob Simmons of CDX Wireless who is facilitating our Fleetmapping process. Three Trunking Workshops were recently held and were well attended by Police and Fire representatives from both counties; the Workshops were designed to allow representatives to learn more about the Fleetmapping process. There are plans to hold one more Fleetmapping session in Contra Costa County. About 70 attended in Contra Costa County and 20 attended at each Alameda County session.

Bob Simmons summarized that there were a number of questions that came up at the Trunking Workshops, some questions were simple, but other questions were highly technical and affect operations on the system such as user roaming. Another example is how to name channels consistently. Bob Simmons and Director McCammon discussed that these types of questions require some type of policy direction. As a result, it is being recommended today for the Operations Committee to consider providing direction to Director McCammon to form a small advisory committee that will complete the work necessary to resolve the issues, and then report back to this Committee to facilitate the development of policy recommendations. Alt. Cm. Casten asked that at some point won't we also need to match our Fleetmapping model to the projected channel load design that is detailed in the AECOM, formerly CTA, report. Bob Simmons responded that this is a great point and recommended that we consider developing a draft Fleetmap and model to see the capacity loads and then compare this to the predicted loads in the AECOM report. Any needed adjustments could then be made to our draft Fleetmap. EBRCSA Alt. Boardmember Woo agreed that this approach would give us a gap analysis. Committee members discussed how to draw members with the best backgrounds for the advisory group. In Contra Costa County, there is a group called C2R2. In Alameda County, there are multiple groups. Director McCammon will also contact Alt. Cm. Priebe and Cm. McQuiston for the names of the Chairs of the Second in Command Operations Committees in Alameda and Contra Costa counties.

On motion of Alt. Cm. Casten, seconded by Alt. Cm. Henderson, and by unanimous vote, the Committee approved to authorize Director McCammon to identify and form an ad hoc committee to research the technical issues raised during the Fleetmapping process, and report back to the Operations Committee.

5. Review and Consider Making a Recommendation for the Board to Consider Approving a Contract Amendment with AECOM for Frequency Work:

Director McCammon reported that we do not yet have a proposed contract amendment proposal from AECOM, and shared some of the details of an e-mail that he received from Ken Ballard of AECOM that describes progress to date on the 700 MHZ licenses. There are some outstanding issues to resolve related to incorrect information in the license applications brought forward. Proposals for proceeding were outlined and some of the costs for the additional work were identified to be the responsibility of AECOM and other work was identified to be the responsibility of the EBRCSA. Three of the five recommendations for additional work were identified to be the responsibility of the EBRCSA, and the cost for these three is approximately \$18,000. Director McCammon summarized that he will include the details of the proposal for a contract amendment with AECOM in the staff report that he plans to prepare for the May Board of Directors meeting. This frequency paperwork needs to be straightened out before some of the sites can be turned on, and would be grant reimbursable.

6. Receive Update on the Request for Assistance from the Command Staff of the Sunnyvale Department of Public Safety and the Santa Clara Police Department:

Director McCammon reviewed that he brought the subject to the Operations and Finance Committees last month for direction, and he made several presentations to Sunnyvale, Santa Clara and the Silicon Valley Regional Interoperability Authority (SVRIA) at their request. Subsequently, Santa Clara and Sunnyvale submitted a request for funds through the Bay Area UASI and were awarded \$700,000 to proceed. As a result of some concern expressed related to their branching out on own, the Police Chiefs in Santa Clara County met to discuss and decided to make interoperability the top priority for all future grants and that related funds awarded would be funneled through the SVRIA. Their next steps are projected to include the issuance of a RFP to select a vendor to build an interoperability system for the entire Santa Clara County.

- 7. Receive Verbal Update on Grant Status (PSIC, COPS, UASI):**
Director McCammon provided an update on grant status and distributed a summary worksheet on available grants, including Alameda and Contra Costa County SHSGP, Contra Costa County PSIC, and the Bay Area UASI. The amount of available grants for Equipment is \$5,424,673, and the plan is to use this as payment towards a 6.1 million dollar equipment invoice recently received from Motorola Inc.
- 8. Receive Verbal Update on the Status of the Various EBRCSA Projects:**
Director McCammon provided a detailed update that included a line by line overview of the status of all of the sites. There has been much progress made to date and 4 prime sites, Glenn Dyer, San Leandro Hills, Doolan, and Turquoise, are anticipated to have some coverage within the next few weeks.
- 9. Receive Verbal Update on the Status of Project Cornerstone:**
Director McCammon briefly summarized that four sites have been installed, three sites in Contra Costa County and one site at Glenn Dyer. A Final Change Order to close out Project Cornerstone is underway and will be presented to the EBRCSA Board for consideration. The capacity testing results conducted by A. Seybold support a need for 20 MHz spectrum for Public Safety, and their report will be submitted to the FCC.
- 10. Agenda Items for Next Meeting:**
Receive report from the ad hoc committee formed to address the technical issues of the Fleetmapping process.
- 11. ADJOURNMENT:**
The meeting was adjourned at 10:25 a.m.

The next meeting date for the Operational Committee is June 3, 2011 at 9:30 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,
2010.

Respectfully submitted,



Susan Lyon
Secretary

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