



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

OPERATIONS COMMITTEE MEETING

REGULAR MEETING – August 7, 2009

1. CALL TO ORDER/ROLL CALL:

A regular meeting of the East Bay Regional Communications System Authority Operations Committee was held on August 7, 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. by Alternate Chair Shinn.

PRESENT: *Cms. Cody, Casten (Alt. for Cm. Rupf), Dunbar (Alt. for Cm. Kirkland), Henderson (Alt. for Cm. Maples), McQuiston, Roderick, Shinn (Alt. for Cm. Ahern) Also attending Betts, McCarthy*

ABSENT:

Staff Present:

Executive Director McCammon, Secretary Lyon, and Jim Collum, CTA Communications Office of Aecom Design

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 Alt. Cm. Dunbar, seconded by Alt. Cm. Casten, and by unanimous vote, the Committee approved the minutes of the June 12, 2009, Regular Operations Committee Meeting.

4. Receive Overview of CTA's Phase II Findings as Provided by Jim Collum, CTA Communications:

Jim Collum, CTA Communications, gave a forty minute presentation to the Committee of the Phase II findings. The presentation was designed to give a status report and also solicit input in order to prepare for the August 21 Board meeting. Ken Ballard and Cheryl Giggits of CTA were also available via conference speaker phone during this presentation. Director McCammon added that input given at a preliminary meeting held with a small group of us a few weeks ago has been included. Some of the highlights of the presentation included the following:

The system design includes a 6 cell simulcast, an increase of 1 simulcast cell over the last design.

In this presentation, CTA calculated that the probable cost to build a brand new system would be 69 Million. The project work already completed to date reduced this cost to 34 Million. A monthly User Fee per unit was calculated at \$34.50, assuming a 15 year replacement of the system with annual deposits made earning a conservative interest rate of 1% annually, and covers recurring costs, staffing, and maintenance.

The system was designed to accommodate Mixed Mode traffic. Some of the radios used will be in Phase 1 compliant until upgraded or replaced to be Phase 2 compliant. Calls were tracked to measure actual service levels and help determine what group of users would be using the stand alone sites. This traffic analysis also included estimated growth rates.

A 5% shared site impact is expected to account for calls consuming channels in multiple zones due to movement back and forth between neighboring sites. There was some discussion of this 5% shared site impact estimated on the basis of Motorola percentages and prior Operations Committee member input. After discussion, the Committee agreed that this 5% shared site impact is realistic.

Action Item – CTA is to develop an alternate solution and probable cost analysis for dividing the West Alameda County cell that includes the City of Oakland, into two cells. Director McCammon projected that there could be a possible cost savings of pursuing this alternative.

Recommendations from CTA include that all radios purchased from this point on to be Phase 2 capable and all radios in 2013 to be Phase 2 in operation. Also, some kind of incentive for replacing Phase 1 radios that are not Phase 2 capable would be beneficial.

Cm. Cody asked for clarification on what is included in maintenance and vendor services costs. Jim Collum responded that vendor service costs include project management, engineering, site management, training, testing, specialists, and other soft costs not associated with installation. Maintenance costs include fuel, electrical, and T-1 leasing costs. Committee members recommended that the maintenance and vendor service costs be outlined more clearly before the Board of Directors meeting.

Action Item - CTA will prepare a probable alternate System Cost and User Fee that includes the costs associated with financing the system.

Director McCammon will also contact City Managers to help determine the feasibility of obtaining a higher than 1% return on yearly investments.

Recommendations from Committee members for the next presentation by CTA to the Board of Directors included the following: Increasing the font size on the presentation slides; removing some of the years on the 15 year project graphs to show 1/5/10/15 years only; updating the numbers reflected for some of the agencies that currently show zeros for the number of radios; and finishing with a Probable Cost Summary page.

Committee members were encouraged to forward other suggestions for the presentation to the Board of Directors to Director McCammon.

Committee members asked about the status of Oakland in the project and noted that the number of users and infrastructure costs could be impacted depending on whether Oakland participates. Cheryl Giggits, CTA Communications, said via conference speaker phone that the publishing of

the draft Oakland study is pending. Before this draft study can be completed, CTA is to provide the alternate cost of splitting the West Cell.

5. Receive Update on the City of Richmond Public Safety Committee Presentation:

Director McCammon provided an overview of the Richmond Public Safety Committee Presentation that occurred last week.

6. Receive Verbal Update for Grant Status (PSIC, COPS, UASI):

Mike Casten reported that the PSIC MOU was approved by the Contra Costa Board of Supervisors. Director McCammon added that the Alameda County PSIC MOU is also expected to soon be approved.

Director McCammon provided the following grant status updates. The DOJ has moved the COPS grant request of 1.7 Million to the final approval stage. The Bay Area UASI has changed the process of allocating interoperability funds, and there now will be a rating system for projects submitted with several advisory group approval levels before final approval of their Approval Authority. UASI Rep Betts briefly explained that the new process is intended to more equitably distribute interoperability funds and move the entire BayRICS project forward more quickly.

7. Receive Verbal Update of the Status of the Various EBRCOA Projects:

Director McCammon projected that testing of the West Cell in Contra Costa County and the East Cell in Alameda County is expected to begin at the end of this year. He also noted that PSIC funds are eligible to be used for construction.

Director McCammon reported that the recent radio vendor fair was a success, and was attended by approximately 100 people.

8. Agenda Items for Next Meeting:

There were no agenda items noted.

9. ADJOURNMENT:

The meeting was adjourned at 10:45 a.m.

The next meeting date for the Operational Committee is September 4, 2009 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,
2009.

Respectfully submitted,



Susan Lyon
Secretary

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