



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 – October 2, 2009

1. CALL TO ORDER/ROLL CALL:

A regular meeting of the East Bay Regional Communications System Authority Operations Committee was held on October 2, 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 9:36 a.m. by Chair Ahern.

PRESENT: *Cms. Ahern, Casten (Alt. for Cm. Rupf), Clancy (Alt. for Cm. Dunbar), Cody, Maples, Roderick, and Tibbet (Alt. for Cm. McQuiston) Also attending: Hugh Henderson, Tom McCarthy, Tim Schultz, Bill Shinn, and Ed Woo*

ABSENT:

Staff Present:

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:

On motion of Cm. Cody, seconded by Cm. Roderick, and by unanimous vote, the Committee approved the minutes of the August 7, 2009, Regular Operations Committee Meeting.

4. Review CTA's Phase II Findings:

Director McCammon reported that he met with CTA representatives over the past weeks to go over line by line all costs involved in the overall opinion of probable cost to complete EBRCSA 2 Zones. There were several changes necessary, and the overall cost went up slightly. The increase is largely due to two incorrect assumptions made by CTA. The first assumption was that the EBRCSA had already purchased all 19 channels for a cell in Alameda County, when in fact the EBRCSA had purchased 10 channels. Secondly, on one vendor service purchase, 20% of the total cost remains to be paid because 10% is due at the time of installation, and the other 10% is due after testing is complete. After the revisions were made to correct CTA's errors, the overall probable cost to complete EBRCSA 2 Zones is estimated to be \$35,501,800.

Director McCammon next distributed a worksheet that summarized a potential funding model for infrastructure development based on the revised overall opinion of probable cost. This funding model includes 24,000,000 in bond debt financing, and grant funding of \$11,201.00. In this model, payments would not be due on the debt service until year 2014.

Committee members discussed the funding model, and generally agreed that receiving 2.2 million a year in grant funds for both counties combined is reasonable, and that if additional grant funds are received, the timeline for work on the standalone sites can be moved up. Alt. Cm. Clancy asked if the proposed cost of 35 million assumes any inflation costs. Director McCammon responded that the model assumes no inflation, but that there is a 3 million dollar contingency that was increased from 2.7 million dollars.

On motion of Alt. Cm. Tibbett, seconded by Alt. Cm. Casten, and by unanimous vote, the Committee approved that they are comfortable with Director McCammon presenting the potential infrastructure development funding model that includes bond financing of 24,000,000 to the Finance Committee.

Tim Shultz asked a question about the date of completion for COCO East on the infrastructure development time schedule in relation to the FCC narrow banding requirement by January 1, 2013. Director McCammon acknowledged that the date of completion for COCO East should be revised to reflect year 2012, and he will make this change on the infrastructure development model worksheet.

The general consensus of the committee was to approve that an amendment be made to the infrastructure development funding model worksheet to reflect the terms of completion for COCO East as year 2012.

5. Discuss Phasing of Subscriber Units and Recommend Outreach to Member Agencies:

Director McCammon said that he placed this subject on the agenda in order to discuss ideas for disseminating subscriber unit information to agencies so that they can plan for the needed transition to Phase 2 radios.

Committee members volunteered to bring the subscriber unit information to their respective Police and Fire Chiefs' Associations in both counties. Ed Woo will distribute the vendor and equipment pricing list developed as a result of the RFP responses for informational purposes.

Tom McCarthy also proposed that educational seminar open forums for interested parties at all levels be held in Dublin. It was agreed upon by consensus to have two programs one in Alameda County and one in Contra Costa County.

Committee members agreed that both methods of dissemination, to Police and Fire Chiefs' Associations, as well as open forum educational seminars for all levels, would be beneficial. This outreach to member agencies was targeted to occur before the end of the year.

6. Receive Report from the Executive Director regarding the City of Richmond Public Safety Committee Presentation:

Director McCammon provided an update on the recent presentation he gave to the Richmond Public Safety Committee as a follow up to the July Richmond Public Safety meeting he attended. The vendor, Daly Wells, was also invited back to provide a follow up presentation, but did not show up at the September meeting.

7. **Receive Verbal Update for Grant Status (PSIC, COPS, UASI):** *Director McCammon reported that final approval for the 1.17 million dollar earmark was received. This allocation will be used for IP upgrades. The Alameda County PSIC funds are being used mainly for site work, and the Contra Costa County PSIC funds are being used mainly for console upgrades. There is a more complicated process of applying for UASI funding with several review panels. 6 million was taken off of the top of UASI funding for broadband, leaving 5.7 to be allocated. Allocations will be risk based, and this could potentially change the amount of funding.*

8. **Receive Verbal Update on the Status of the Various EBRCSA Projects:** *Director McCammon provided a verbal update on the status of various EBRCSA projects in Alameda County. The Doolan license agreement format will be used for future agreements, including in the City of Hayward and BART, where agreements need to be in place before any work can begin.*

Director McCammon summarized that there are two agenda action items planned for the EBRCSA Board of Directors meeting scheduled for August 16. The first is a change order to the Motorola Contract for the purchase of 5 consoles for the City of Pleasanton to be purchased and reimbursed through Alameda County by the Bay Area UASI. The second Board agenda item is a change order to the Motorola Contract to upgrade the existing equipment from circuit switched to IP simulcast technology.

Ed Woo provided an update on the status of various EBRCSA projects in Contra Costa County. The ETA for the delivery of the Harris microwave for the West Cell is the end of October 2009.

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

Receive feedback on the dissemination of subscriber unit agency outreach to the Police and Fire Chiefs' Association updates and also the open forum educational seminars

Receive updated list of status of EBRCSA purchases made with grant funds

Discuss plan for keeping the FCC 2013 requirement date on the radar, and especially target City Manager and City Council Associations

10. ADJOURNMENT:

Cm. Cody announced that he will be retiring, and this is the last Operations Committee meeting that he will attend. Chair Ahern acknowledged his contributions on behalf of the Committee.

The meeting was adjourned at 10:30 a.m.

The next meeting date for the Operational Committee is November 6, 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