



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 xx

DRAFT MINUTES

OPERATIONS COMMITTEE MEETING

REGULAR MEETING – November 7, 2008

1. CALL TO ORDER/ROLL CALL:

A regular meeting of the East Bay Regional Communications System Authority Operations Committee was held on November 7, 2008, 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, Casten (Alt. for Cm. Rupf), Cody, and Kirkland*

ABSENT: *Committee member Attarian, Richter and Roderick*

Staff Present:

Executive Director Bill McCammon and Secretary Fawn Holman

2. Comments from the Public

Julian Chang, Chang Consulting, introduced himself and stated that he represented Tyco Electronics.

3. Approval of Meeting Minutes

On motion of Cm. Cody, seconded by Cm. Casten and by unanimous vote, the Committee approved the minutes of the October 3, 2008, Regular Operations Committee meeting.

4. Review and Approve Draft Verbiage Amending the Bylaws to Provide for Committee Alternates, and Recommend to the Board of Directors that the Bylaws be Amended to Provide for Alternates for the Operations and Finance Committees

Executive Director McCammon presented the Staff Report and advised that, when the Board of Directors adopted the bylaws and established the Finance and Operations Committees, there was no provision for selecting alternates for the committees. Section 4.1 of the Bylaws does provide that alternates to Boardmembers shall exercise all duties and responsibilities of their respective Boardmembers, which would appear to include attendance at committee meetings. However, in the past, the Authority has had difficulty obtaining a quorum for some committee meetings due to the inability of both a designated committee member and his or her designated alternate to attend.

The Committee and Staff discussed the difficulty in getting a quorum for some meetings, especially if the absence was with short notice. The amended language would allow for a greater Committee Alternate base. It was also noted that, in the instance when a Committee member was an Alternate Boardmember, there was no designated Alternate to contact, so under the current bylaws, that position would remain un-represented.

On motion of Cm. Kirkland, seconded by Cm. Cody and by unanimous vote, the Operations Committee approved the proposed bylaw amendment language and agreed to recommend to the Board of Directors that the Bylaws be amended to provide for Alternates for the Operations and Finance Committees.

5. Receive Report regarding Upcoming Seminar Offered by Daryl Jones Entitled, “Will Your Community be Bankrupted by a Regionalized Radio System?” and Make Recommendation to the Board, if Appropriate

Executive Director McCammon presented the staff report and advised that Daryl Jones, an outspoken critic of digital trunked radio system, had sent a large number of elected officials throughout the Bay Area an invitation to a seminar titled, “Will Your Community Be Bankrupted by a Regionalized

Radio System?” As educated by Dr. Ballard of CTA Communications at his October 13, 2008 presentation, the future of public safety communications is the use of regionalized trunked digital communications systems. Dr. Ballard’s presentation will soon be available for viewing on the EBRCSA website. Dr. Ballard would also be presenting CTA’s final report at the Board’s January 16, 2008 meeting, and will be available to answer any questions raised by Mr. Jones’ presentation. The SUASI also planned to schedule a meeting after Mr. Jones’ seminar in order to provide counter information to what was presented.

The Committee and Staff discussed the upcoming seminar, and noted that Mr. Jones’ business was in non-trunked radio systems. It was agreed that it would be beneficial to have some members of the Operations Committee attend the seminar in order to be privy to the information being disseminated. A summation of Mr. Jones’ points and Staff counter points should be compiled in a staff report for Board review and discussion at its January 2008 meeting.

6. Provide the Executive Director with Direction as to Information to be Presented to the Alameda and Contra Costa Police Chiefs at their Respective Association Meetings in Order to Keep Local Law Enforcement Agencies Apprised of EBRCSA Project Progress

Executive Director McCammon advised that he had been invited to attend the Joint Alameda County/Contra Contra County Police Chiefs luncheon meeting on December 17th and asked for direction as to what type of information the Committee would like presented at the meeting.

The Committee discussed the information to be presented and agreed that the presentation should including the following: EBRCSA progress to-date; funding sources identified; agreements with Alameda County and Contra Costa County to take care of installation and site preparation costs; a review of Dr. Ballard’s presentation; BART’s engagement process; Daryl Jones’ seminar; BayRICS; and a brief explanation of how agencies become members and the benefits of membership.

7. Receive Verbal Update of Grants Status (PSIC, COPS, SUASI)

Executive Director McCammon advised that the \$14.9 million PSIC grant had been approved in terms of the total allocation coming to the SUASI; however, it had not yet been determined how the East Bay’s portion would be split. The Alameda County COPS grant earmark has been approved and

could be invoiced. The monies would be used to purchase two shelters and complete the Tri-Valley microwave re-design. The Contra Costa COPS grant had been signed and the monies would be used for Motorola and the Harris microwave upgrade. The sub-grantee MOU with the SUASI was in process for both Alameda and Contra Costa Counties.

8. Receive Verbal Project Status Update

Executive Director McCammon advised that CTA's draft EBRCSA study would be ready for review in late-November. CTA would make a presentation of its final report to the Board of Directors at its January 2009 meeting. CTA was concurrently working on the Solano County and Oakland studies, as well.

Executive Director McCammon advised that the Alameda County General Services Agency had committed to installing site upgrades on Alameda County-owned sites, including electrical, HVAC and some of the things that grants would not pay for, in the amount of approximately \$1.3 million. Contra Costa County General Services Department assigned a project manager for construction, and has agreed to make EBRCSA projects a high priority. He was also working with both counties to devise a standard methodology to allocate costs per site for the ongoing maintenance and upkeep of those sites.

Executive Director McCammon distributed a copy of an updated Phasing Plan and reviewed the changes, which were highlighted in italics, and noted that considerable progress had been made to-date.

The Committee discussed the need of a formalized process for how sites changes were approved in order to preclude a situation where money is spent on a proposed site that ultimately changed for whatever reason. By consensus, the Committee agreed that Motorola should provide a recommendation to the Operations Committee for any suggested changes to the site coverage model. The Operations Committee would then take action to either support or not support the recommendation to the Board for final decision. CTA Communications should also have some input as to Motorola's recommendations.

The Committee and Staff briefly reviewed the status of FY 08-09 Radio Subscriber Fee assessments.

9. Committee Member Comments

No comments were made by any Committee members at this time.

10. Agenda Items for Next Meeting

- *Draft CTA Communications Report, if available.*

11. ADJOURNMENT

The meeting was adjourned at 10:22 a.m. The next regular Operations Committee meeting is scheduled to be held on December 5, 2008, 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, 2008.

Respectfully submitted,

Fawn Holman
Secretary