



# **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 – December 4, 2009**

#### **1. CALL TO ORDER/ROLL CALL:**

*A regular meeting of the East Bay Regional Communications System Authority Operations Committee was held on December 4, 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 Chair Ahern.*

**PRESENT:** *Cms. Ahern, Casten (Alt. for Cm. Rupf), Dunbar, Henderson (Alt. for Cm. Maples), and Roderick Also attending: Alt. Cm. Clancy, Tom Kuhlman, Tim Schultz, William Shinn, Dean Stavert, and Member of the Public Greg Forrest*

**ABSENT:** *Cms. McQuiston and Alco Fire Public Safety Rep (TBD)*

#### **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 Alt. Cm. Henderson, seconded by Cm. Roderick, and by unanimous vote, the Committee approved the minutes of the November 6, 2009, Regular Operations Committee Meeting.*

**4. Review CTA Study for the City of Oakland:**

*Director McCammon reviewed parts of the Executive Summary from the City of Oakland Interoperability Study Public Report prepared by CTA Communications and the related City of Oakland Staff Agenda Report. Both documents were sent by email to committee members. Director McCammon also offered to provide complete copies of the Oakland Interoperability Study Public Report on request, and can also provide a link to the report that is available on the City of Oakland website.*

*The study completed by CTA for the city of Oakland's radio system was funded by the Urban Area Security Initiative (UASI).*

*Committee members discussed many of the discrepancies that appear in the report and agenda report. Director McCammon noted that the city of Oakland report is CTA Communications final public report, and he has requested a copy of CTA Communications draft report. Negotiations to obtain a copy of the draft report are underway.*

*Committee members discussed the next steps to take regarding the city of Oakland. Director McCammon suggested that a letter be sent to the key staff of the City of Oakland to highlight the positive parts of the Interoperability Study Public Report and related City of Oakland Staff Agenda Report, and invite the city of Oakland to join the EBRCSA. The letter would be sent on behalf of the EBRCSA by Chair Shinn. Director McCammon also asked that committee members send him any errors that they notice in the City of Oakland reports.*

*On motion of Cm. Roderick, seconded by Cm. Dunbar, and by unanimous vote, the Committee approved that the subject of sending a letter to the Mayor, City Administrator, and the Chair of the Public Safety Council in the city of Oakland to invite them into discussions about the benefits of joining the EBRCSA, be referred to the Finance Committee for their input and approval to move forward.*

**5. Review Fleet Mapping Scope of Work with CDX Wireless:**

*Director McCammon overviewed that the UASI will fund a Fleetmapping project for the EBRCSA. A summary report proposal from CDX Wireless Technology Consultants that includes the potential Fleetmapping project background, objectives, scope of work, assumptions, project timeline and deliverables was distributed to committee members.*

*Committee members discussed the scope of work, and asked about the process of selecting the contractor. Director McCammon responded that CDX Wireless Technology Consultants has a contract with the UASI, and also that the Fleetmapping project work has a short timeline, and needs to be completed by April 2010. Director McCammon will work with the UASI on the details of the CDX Wireless contract. A staff report that outlines the subject will be included for the next Board of Directors meeting.*

*On motion of Cm. Dunbar, and seconded by Cm. Roderick, and by unanimous vote, the Committee approved the scope of work as outlined in the CDX Wireless Technology Consultants report.*

**6. Discuss Making a Recommendation to the JPA regarding Requirements to Purchase Phase 2 Radios:**

*Director McCammon reported that there are two upcoming agency educational briefing meetings scheduled to occur on December 14 and 15 for member agencies. Future planning information, including the types of recommended radio purchases, will be covered.*

*Committee members discussed that the system design assumes that agencies will use Phase 2 radios, and that Phase 1 radios take up more capacity on the system. The reports and recommendations from CTA Communications support the use of Phase 2 radios.*

*Alt. Cm. Casten recommended that committee members consider proposing a policy statement regarding Phase 2 radios to be adopted by the Board of Directors that identifies a date when agencies in the EBRCSA are no longer allowed to purchase non-upgradeable Phase 1 radios. It was confirmed that vendors are selling radios with this new technology.*

*On motion of Alt. Cm. Casten, and seconded by Cm. Dunbar, and by unanimous vote, the Committee approved to make a recommendation to the*

*Board of Directors to adopt a policy stating that agencies in the EBRCSA be required to purchase radios that are upgradeable to Phase 2 radios after January 1, 2010.*

*Informational letters would be sent to member agencies and potential member agencies if the policy statement regarding Phase 2 radios is adopted by the Board of Directors.*

**7. Receive Update regarding Agency User Meetings:**

*Director McCammon stated that an informational flyer that contains information about two agency user meetings will be sent out to Boardmembers and Alternate Boardmembers for distribution, and also sent to Police and Fire Associations. One agency user meeting will be held on 12/14/09 from 1:00 to 3:00 p.m. at the Alameda County Office of Homeland Security and Emergency Services. The second agency user meeting will be held on 12/15/09 from 1:00 to 3:00 p.m. at Walnut Creek City Hall.*

**8. Receive Update regarding Financing Efforts:**

*Director McCammon reviewed that the Finance Committee is reviewing some of the financing options available to fund the remaining infrastructure. Robert Larkins, Managing Director, Wedbush Morgan Securities gave a presentation at the last Finance Committee meeting. The financial model presented was based on \$24 million of capital, with payments due in the third year, after the system was built. The interest cost associated with this model would be about 5 million dollars, and the remaining cost to build the system was assumed to be supplemented by grant funds. There are basically two bond funding models, retail or wholesale. In the more complex retail approach, all agencies are proportionally obligated, and bond insurance would be required. In the wholesale approach, one or both counties are the obligor.*

*Director McCammon reported that he met with both County Administrators to discuss the options, as recommended by Finance Cm. Twa at the last Finance Committee meeting, and that both County Administrators are agreeable to the wholesale approach. The County Administrators also recommended looking into the Build America Bonds program. Director McCammon plans to meet with the Auditor Controllers in both counties, and then will bring the subject back to the Finance committee for additional input and review.*

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

*Director McCammon provided an update on the UASI grant process for FY 09, and the new UASI process for FY 10. For FY 09, a total of \$400,000 was requested for a logging recorder in Alameda County, and \$480,000 was requested for the Cummings Peak Prime Site. Both projects were moved to the approval stage, with additional review by a UASI Advisory Committee in December, and final approval is expected from the UASI Approval Authority in January 2010. For FY 10, a different process will be followed, and allocations will be awarded based on the ratings for threat and risk. A governance structure for funding allocations in both counties is in the process of being developed, and may use the Approval Authority G5 structure. The process needs to be completed by March 2010.*

**10. Receive Verbal Update on the Status of the Various EBRCOA Projects:**

*Director McCammon provided an update that included the following items: A draft environmental report for Patterson Pass in Alameda County was submitted for public comment. New dispatch consoles were installed in the city of Livermore, and new dispatch consoles have been ordered for the city of Pleasanton. The 700 and 800 MHz applications have been filed with the FCC. The West cell in Contra Costa County is nearing completion, and testing is expected to begin early in 2010.*

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

*Discuss policy for mutual aid cache radios, and whether or not to recommend that the charges be waived.*

*Committee members agreed to recommend canceling the December Board of Directors meeting due to the holiday, and no immediate action items.*

**12. ADJOURNMENT:**

*The meeting was adjourned at 10:25 a.m.*

*The next meeting date for the Operational Committee is January 8, 2010 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 XX<sup>TH</sup> DAY OF XX,  
2009.

Respectfully submitted,



Susan Lyon  
Secretary

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