



East Bay Regional Communications System Authority



Participating agencies include Alameda and Contra Costa Counties and the following cities and special districts: Alameda, Albany, Antioch, Berkeley, 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, Livermore Amador Valley Transit Authority, Moraga-Orinda Fire District, Rodeo-Hercules Fire District, San Ramon Valley Fire District, California Department of Transportation, Ohlone Community College District, Contra Costa Community College District, Dublin-San Ramon Services District and University of California, Berkeley

OPERATIONS COMMITTEE MEETING

REGULAR MEETING

DATE: February 7, 2025

TIME: 10:00 a.m.

PLACE: Alameda County Office of Homeland Security and Emergency Services,
Room 1013, 4985 Broder Blvd., Dublin, CA 94568

MINUTES

1. **Call to Order/Roll Call:** The regular meeting of the Operations Committee was called to order at 10:02 a.m.

Committee Members Present:

A. Averiett, J. Aguiar, J. Beltran, J. King, P. Stokes (arrived 10:13 a.m.), D. Covington (arrived 10:13 a.m.)

2. **Public Comments:** None.

3. **Approval of Minutes of November 22, 2024 Operations Committee**

On motion of Bm. Averiett, seconded by Bm. Beltran, and by unanimous vote, the Operations Committee approved the minutes of November 22, 2024.

4. **Updating of Authority By-laws**

Executive Director Swing recommended a review of the by-laws for updates to multiple items including the spending limits of the Executive Director and membership of the Technical Advisory Committee.

On motion of Bm. King, seconded by Bm. Aguiar, and by unanimous vote, the Operations Committee approved the formation of an ad-hoc working group with a recommended list of appointees to update the EBRCSA By-laws.

5. **System Status Report**

Executive Director Swing provided a verbal update of items on the report. The Cirrus Central system is highly recommended to help monitor and manage the radio system.

EBRCSA's current utilization demand is 22% with free capacity of 78% for growth. This report will be provided as a regular item on the Operations Committee meeting agenda.

The Committee asked if the EBRCSA has a base model under the SUA. Executive Director Swing said that there is a base model but additional items will cost an additional \$60,000 per year.

6. Recommend Proposed Terms for Land Lease for Walton Ln Radio Tower

Executive Director Swing reported that American Tower is offering EBRCSA free space on their tower however his concern is that this would be a short-term solution that doesn't guarantee long term infrastructure. He will continue discussions with Antioch for an EBRCSA-owned tower.

Executive Director Swing confirmed that EBRCSA is intending to build the tower with its own funding. The tower would effectuate a coverage gap for multiple entities.

The Committee recommends amending the following terms to allow two 10-year options to extend the agreement under the same payment terms.

In addition, the Committee provided direction that the Executive Director request amendments to the proposed land lease agreement to clarify that any public safety additions on the tower would be allowed and exceptions would apply for commercial uses.

7. Discuss Console Maintenance Protocol for Auto-Dispatch Consoles

Executive Director Swing reported that EBRCSA has not previously brought these consoles into the Authority's SUA and it is recommended so that radio shops are responsible for the maintenance. There will be additional cost if consoles are added although Motorola has not yet provided a cost basis. There are currently six consoles, but there may be additions from other agencies. The overall impact to SUA is still to be determined.

Executive Director clarified that these would be in addition to, and does not replace, manned consoles. Departments would still be responsible for maintaining the software for dispatching. EBRCSA would not be funding the initial purchase of the equipment, but would be responsible for ongoing maintenance and replacement.

The Committee agreed that they would like to have another discussion on this topic. Executive Director Swing stated he would have a cost or budget for consideration at the May meeting.

8. East Bay Regional Communications System Authority Updates

Executive Director Swing provided a brief update on the following items.

- Encryption Timeline and Implementation Plan

The encryption is intended to be live in August 2025. Some training and coordination will still need to occur and outreach by agencies to the public will need to occur because of impacts to public communications that will be encrypted.

The Committee agreed that each agency is to communicate this switch with their communities since this is a state requirement. Encryption will be turned on by a specific date by the Authority.

- Radio Purchase Agreement

The agreement was presented to the Contra Costa County Board of Supervisors this week and approved with an effective date retroactive to February 2, 2025.

- Pearl Radio Site Shelter

The site shelter needs full replacement and the Executive Director is working with EBMUD and Contra Costa radio shops to determine foundation specifications.

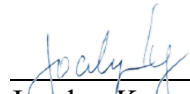
- Tracy Police Department

The Executive Director met yesterday with Tracy Police Department and they are interested in joining, but more information needed for funding that would be required to be able to build infrastructure that increases signal strength around I-580 and Altamont. Motorola is willing to extend EBRCSA radio costs for purchase.

9. Agenda Items for Next Meeting

- Walton Lane site
- Auto-dispatch consoles

10. Adjournment: There being no further business, the meeting was adjourned at 10:54 a.m.



Jocelyn Kwong
Authority Secretary