



## **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: April 22, 2022**

**TIME:** 10:00 a.m.

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

#### **MINUTES**

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1. **Call to Order/Roll Call:** A Regular meeting of the Operations Committee was held on April 22, 2022, remotely via Zoom Video Communications. The meeting was called to order at 10:00 a.m.

#### **Committee Members Present:**

G. Ahern, Sheriff, Alameda County Sheriff's Office  
R. Freeman, Fire Chief, Oakland Fire  
J. King, Chief of Police, Moraga  
D. Swing, Chief of Police, City of Pleasanton

#### **Staff:**

T. McCarthy, Executive Director  
C. Boyer, Auditor  
C. Soto, Administrative Assistant

#### **Public:**

G. Poole, Motorola Representative  
M. Larson, Motorola Representative

2. **Public Comments:** None.

3. **Approval of Minutes of the November 5, 2021 Operations Committee Regular Meeting**

On motion of Bm. King, seconded by Bm. Swing and by unanimous vote, the Operations Committee approved the minutes of the November 5, 2021 Operations Committee Regular meeting.

#### **4. Provide Direction on Budget Review FY 22/23**

Craig Boyer, Alameda County Auditor's Office, stated in regard to FY 22/23, the Authority is budgeting \$8.8 million in revenues, about \$600,000 higher than last year due to higher radio counts; on the expense side, the Authority is budgeting approximately \$7.2 million of expenditures; it is fairly consistent with last year's expenditure budget; there is a \$55,000 increase in operating expenses primarily for maintenance costs due to increases in maintenance contracts, as well as higher volumes of transactions. On the Capital expenditures side, the Authority was budgeting about \$2 million for capital improvements for projects that have been ongoing for the last several years including the TDMA upgrade; the last component of the expense side is debt service \$650,000 for payment of principal and interest on an annual basis. When you compare the budgeted revenue to the expenses, there is a net income of approximately \$1.6 million which is allocated to different categories of reserves. This supports the reserves consistent with the Authority's reserve policy. Based on what was projected for expenditures, the revenues sufficiently cover that, increasing balance to the Capital reserve, which will continue to support key System in maintaining and upgrading as needed.

On motion of Bm. King, seconded by Bm. Freeman and by unanimous vote, the Operations Committee agreed to recommend to the full Board a budget for FY 22/23 based on the information discussed.

#### **5. Increased Cost of Legal Services**

Executive Director McCarthy stated the Authority's legal counsel since 2007-08, Meyers Nave, informed him they had billed the Authority their standard rate since then. They had not implemented their annual price increase. They were not asking for retroactive pay, but the Authority's assigned attorney, Laura McKinney, is a general counsel that was being paid \$250 an hour now, and they would like to raise the rate to \$350 an hour. There is sufficient money in the budget to pay the \$350 an hour. The Authority budgets \$20,000 a year in legal fees, and this fiscal year the cost is projected to be under \$3,000. He is going to ask the Finance Committee if this needs to go to Board for approval.

The Operations Committee discussed if there is way to lock into \$350 per hour for more than 12 months, and also maybe see what other firms are out there in the future.

On motion of Bm. King, seconded Bm. Freeman and by unanimous vote, the Operations Committee agreed to recommend to the full Board that they accept an increase in cost of legal services with Meyers Nave professional law corporation to perform legal services for the East Bay Regional Communications System Authority (EBRCSA).

#### **6. Bay Alarm Camera Upgrade and Increased Monitoring Cost**

Executive Director McCarthy stated Bay Alarm informed him that the Authority's seven 3G security cameras at seven sights were turned off on March 1. Bay Alarm needs to put in either 4G or 5G cameras at those sites. There is \$22,000 now budgeted for the monitoring services, but the replacement and annual monitoring costs exceed that amount. Replacement cost of the cameras is \$28,455. The Authority currently pays \$1,700 a month for annual fees. The new yearly cost of monitoring services will be \$23,268. This contract is staying with the same company but upgrading. He has asked about other companies but is pleased with Bay Alarm



services. These new services will allow him to view, via an app, the camera feed, and it will be archived in the Cloud for 30 days. This will come with a budget change. This contract will not cause a rate increase to users.

On motion of Bm. King, seconded by Bm. Swing and by unanimous vote, the Operations Committee agreed to recommend to the full Board the purchase of seven (7) 4G/5G security cameras for the East Bay Regional Communications System Authority (EBRCSA) which will be monitored by Bay Alarm, 24/7, via current contract.

**7. Provide Direction regarding Appointment of Two Members of Finance Committee to a Sub Committee to assist in Recommendation of Compensation for Administrative Assistant**

The Operations Committee appointed Bms. Swing and King to assist Executive Director McCarthy and two members of the Finance Committee, in making a recommendation to the full Board for compensation for the Administrative Assistant.

**8. Receive an Update on the City of Antioch (Walton Lane Site)**

Executive Director McCarthy stated they had found a length of conduit to get electrical up the hill to the Walton Lane site, where there is currently no radio coverage. As Contra Costa County is replacing its old site at 651 Pine in Martinez, the equipment from that site can now be used at the Walton Lane site. He is currently reviewing a bid from Motorola. This site will assist Antioch police, EBRPD, AMR Ambulance, and Contra Costa County Sheriff's Department as this area has no coverage right now. He will be having a special meeting to discuss this once he has more information regarding costs.

**9. Receive an Update on the Wiedemann Site in San Ramon**

Executive Director McCarthy stated the Wiedemann site at the top of Norris Canyon Road in San Ramon has an area with no radio traffic. Phase 3, 4 and 5 of a Lennar development do not have communication for police and fire. San Ramon Valley Fire Protection District has an ordinance that requires a developer to maintain 95% on HIP radio coverage, so Lennar Homes is paying \$2.1 million to build the site due to the ordinance. They will be improving radio coverage in San Ramon. The Authority sent out a letter asking other member/non-member cities also adopt a similar ordinance requiring developers be responsible for maintaining the radio traffic cost improvements.

**10. Receive an Update on the Carquinez Site (651 Pine Replacement)**

See item 8. Equipment been removed.

**11. Receive an Update on the Biannual SUA II Upgrade**

Executive Director McCarthy stated it had been a rough couple of weeks. The System's technology is upgraded biennially. They are in the process of installing 200 dispatch computers, and replacing routers and switches. There have been teams at the master site for the past four weeks, and will be back next week as they are completing the upgrade. This has caused a glitch in the Nice recorders as all five are being replaced. It will be completed within the next couple of weeks.

**12. Receive an Update on Encryption (Change Order 35)**

Executive McCarthy stated SB1000 regarding encryption has recently surfaced. This senate bill states you cannot encrypt your main dispatch channel. That is fine if you are a multi-seat dispatch center where you have plenty of people to run different channels. DOJ is still insisting agencies need to encrypt the channel where you are going to run your CORI and PINI and CLETS information. If you have a city with a single dispatcher, how do they run two channels. There was a vote held on the 19<sup>th</sup>, it was 4-1. States Sheriffs were the only ones that voted no. He has received calls from member agencies saying they owe money to Motorola for encryption and need to know what's going on. He has his order ready to go but SB 1000 has caused a pause in the process.

Bm. King asked if the AG stance had change with the new Attorney General.

Executive Director McCarthy stated, no, they are still requiring a channel to encrypt all CORI and CLETS info.

**13. Receive an Update on Ethernet/MPLS Project**

Executive Director McCarthy stated they are replacing all the microwaves, and radio equipment will be replaced. They had to come up with Methods of Procedures (MOP) for each site. It will take radio sites off line and agencies will have to use their backup system for a couple of hours to several hours depending on your agency's size. They were creating a three-month plan right now as to provide advance notice. When your site is taken off, they will have a tech at your dispatch center for the duration so they can keep you advised and ensure that your backup system is working just fine. They will keep updating the three-month calendar. It will take about a year to complete the project. The microwaves are going from 10G to 11G. Bandwidth is increasing. Any microwave that the System touches will now be consistent in the radios, it will be ethernet/MPLS which will improve the pipeline, and the System's resilience and reliability.

**14. Receive an Update on TDMA – Time Division Multiple Access**

Executive Director McCarthy stated they finished the TDMA. The System was built for 20,000 users so this doubled the bandwidth and installed all the infrastructure out in the field. Now they were changing out the radios. TDMA was working and they were getting zero busies. Now the System has a capability of 40,000 users.

**15. Receive an Update on 10 Year Plan**

Executive Director McCarthy stated they were still working on the 10-Year plan. They had just tagged 560 new pieces of electronics as the first part of the SUA. They were doing asset tagging, tracking, replacement timeline and depreciation. The purpose is to have concrete information regarding equipment replacement costs to know if fee increases are needed.

**16. Agenda Items for Next Meeting:** Forward any items to Executive Director McCarthy.

17. **Adjournment:** With no further business coming before the Operations Committee, the meeting was adjourned at 10:45 a.m.



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Caroline P. Soto  
Authority Secretary