



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, Oakland, 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

BOARD OF DIRECTORS MEETING

REGULAR MEETING

DATE: December 3, 2021

TIME: 10:00 a.m.

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

MINUTES

A Regular meeting of the East Bay Regional Communications System Authority was held on December 3, 2021, remotely via Zoom Video Communications.

1. **Closed Session:** None.
2. **Call to Order/Roll Call:** 10:00 a.m.

Boardmembers Present: G. Ahern, C. Andersen, J. Calabrigo, M. Casten, A. Ciaburro, J. Diaz, T. Dupuis*, R. Freeman, D. Haubert, J. King, S. Muranishi, C. Nice*, M. Nino, S. Perkins, E. Reiskin, M. Roberts, M. Rodriguez, M. Salinas, M. Shorr*, L. Smith, K. Stepper, D. Swing, and B. Woerner (Note: *Alternate)

Staff Present: T. McCarthy, C. Boyer, L. McKinney, C. Soto

3. **Report on Closed Session:** None.
4. **Public Comments:** None.
5. **Presentations:** None.
6. **Approval of Minutes**

6.1 Approval of Minutes from the Board Meeting of May 7, 2021

On motion of Bm. Stepper, seconded by Bm. Nice and by majority vote (Bm. Haubert abstaining), the Board of Directors approved the minutes of the May 7, 2021 Board meeting.

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7. **Written Communications:** None.

8. **Public Hearings:** None.

9. **Action Items:**

9.1 Adoption of AB 361 to Allow Teleconferenced Meetings

Attorney McKinney joined the meeting at 10:09 a.m.

Director McCarthy presented the Staff Report and explained due to the new State Assembly Bill (AB) 361, the Board of Directors would need to adopt a resolution to continue holding EBRCSA Operations Committee, Finance Committee and Board meetings, remotely. The Operations Committee met and agreed to hold its meetings in person. The Finance Committee agreed to continue to meet remotely. The Board could now make a blanket decision as to how to move forward with all meetings. If the Board wanted to continue to meet remotely, it would need to adopt a resolution every thirty days, necessitating some special meetings, to continue that decision.

On motion of Bm. Woerner, seconded by Bm. Salinas and by unanimous vote, the Board of Directors adopted **Resolution No. 21-06 Authorizing Teleconference Meetings Pursuant to Assembly Bill 361 Effective December 3, 2021 through January 3, 2022.**

9.2 Adoption of Budget Adjustment for FY 20/21

Auditor Craig Boyer stated this was the final adjustment for FY 20/21 necessitated by maintenance costs – HVAC and generator maintenance. The adjustments were for \$90,000 and are covered by the budgeted revenues that were already budgeted in FY 20/21. This was recommended by both the Operations and Finance Committees to move forward to a full vote of the Board.

On motion of Bm. Haubert, seconded by Bm. Stepper and by unanimous vote, the Board of Directors adopted **Resolution No. 21-07 Adopting and Implementing an Adjustment to Administrative Budget for Fiscal Year 2020/2021.**

9.3 Adopt a Resolution Authorizing Agreement between EBRCSA and Aviat Care Services for Support and Advance Part Replacement

Director McCarthy stated Aviat provides all the work and parts that are used in the Authority's microwave system. The previous contract the Authority had with Aviat included repair call-outs and preventative maintenance to keep on top of the System due to its age. The Authority is currently replacing Aviat equipment throughout all the System, so it is not necessary to maintain a \$268,000/yr. contract when equipment is being replaced. There is no need to do preventative maintenance because this is new equipment. This contract would be reduced from \$268,000/yr. to \$95,000 as it would be for advance part replacement or being able to access a technician via phone. At the end of this one-year contract, it will be reassessed to see what is needed. Both the

Operations and Finance Committees approved moving this forward to a full vote of the Board.

On motion of Bm. King, seconded by Bm. Ciaburro and by unanimous vote, the Board of Directors adopted **Resolution No. 21-08 Authorizing the EBRCSA Chair to Execute, and the Executive Director to Implement, an Agreement with Aviat Networks for Maintenance, Repair and Technical Support Services for the Microwave System, *and*, Resolution No. 21-09 Adopting and Implementing an Adjustment to Administrative Budget for Fiscal Year 2021/2022.**

9.4 Adopt a Resolution Authorizing Purchase of AES Encryption for MCC 7500 Consoles

Director McCarthy presented the staff report and stated the DOJ had sent a letter regarding necessary encryption in regard to transmission of CORI information. As, such information can be heard over the radio, they were now requiring agencies to encrypt radios at 256-bit encryption. It will not impact agency communication, but it will block any apps from hearing or transmitting the info. Authority agencies sent response letters to the DOJ in 2020 informing them the encryption process would be done by June 2023. As the Authority owns all member agency consoles, it would cost \$1.6 million to encrypt 186 consoles. Each agency would need to pay to have its radios encrypted. As part of this contract with Motorola, they would also include software to work with its Next radios. These radios allow for members to access, if you are outside the Authority System, the System on their wifi carriers.

The Boardmembers discussed having Executive Director McCarthy negotiate more favorable terms with Motorola relating to payment including, but not limited to, establishing project milestones.

On motion of Bm. Ciaburro, seconded by Bm. Nino and by unanimous vote, the Board of Directors adopted **Resolution No. 21-10 Authorizing the Chair to Execute, and the Executive Director to Implement, Change Order to the Communications System Agreement with Motorola Solutions, Inc. for Purchase of AES 256 Encryption for 182 Dispatch Consoles, *and*, Resolution No. 21-11 Adopting and Implementing an Adjustment to Administrative Budget for Fiscal Year 2021/2022**, and directed Executive Director McCarthy to negotiate more favorable terms with Motorola relating to payment including, but not limited to, establishing project milestones.

9.5 Adopt a Resolution Approving Change Order Number [34] Authorizing Increase in Scope of Work and Cost for the Upgrade of the East Bay Regional Communications System Authority Microwave Network, Multi-Protocol Label Switching, and Network Transition from T1 Circuits to Ethernet

Director McCarthy presented the staff report and stated technology required the upgrade of the System Microwave Network, Multi-Protocol Label Switching, and Network Transition from T1 circuits to Ethernet. The microwave also needed to be sped up. The original work Change Order #33 was approved in December of 2020. Aviat and Motorola partnered together on this project. There was not a detailed design at that time, but one has since been completed by Aviat. This design detailed

additional microwaves that had been added since new agencies were added to the System or not previously accounted for. To fully complete this project, Change Order #34 would cost an additional \$961,877.33. The inventory included going through all equipment and meeting with radio shops regularly. This Change Order involves adding other equipment and upgrading sites under this change order. The Finance Committee has recommended the Authority pay the amount outright and not finance it.

Bm. Reiskin asked if records that were provided to Motorola were incomplete, should the Authority to a better job of cataloguing equipment? He also asked if all the detailed System information and schematics provided in the staff report needed to be made public?

Director McCarthy discussed the asset management system that was being worked on through a contract with CSI. He would go into more detail in item 11.5.

Attorney McKinney stated because the schematics and maps were in the packet they are public record. However, the point is well taken for what should appear in future packets.

On motion of Bm. Reiskin, seconded by Bm. Stepper and by unanimous vote, the Board of Directors adopted **Resolution No. 21-12 Authorizing the Chair to Execute and the Executive Director to Implement Change Order 34 with Motorola Solutions, Inc. to Add Additional Equipment and Cost of Installation to Change Order #33 and Pay the Associated Increased Cost Associated with Change Order Number 34, and, Resolution No. 21-13 Adopting and Implementing an Adjustment to Administrative Budget for Fiscal Year 2021/2022.**

9.6 Adopt 2022 EBRCSA Calendar Committee and Board Meetings

On motion of Bm. Nice, seconded by Bm. Roberts and by unanimous vote, the Board of Directors adopted the 2022 EBRCSA Calendar of Committee and Board meetings.

9.7 Annual Election of Board Chair and Vice Chair as required by the JPA Agreement and Bylaws

On motion of Bm. Haubert, seconded by Bm. Woerner and by unanimous vote, the Board of Directors appointed Sheriff G. Ahern as Board Chair for the 2022 calendar year.

On motion of Bm. Calabrigo, seconded by Bm. King and by unanimous vote, the Board of Directors appointed Chief P. Meyer as Board Vice Chair for the 2022 calendar year.

10. Committee Updates:

10.1 Receive Informational Report on Recent Finance Committee Activities

Bm. Calabrigo stated everything on today's agenda had been reviewed by the Finance Committee. The Authority was continuing to make progress on the Capital Replacement Plan.

10.2 Receive Informational Report on Recent Operations Committee Activities

Chair Ahern stated everything on today's agenda had been reviewed, including encryption, TDMA, the 10-Year Capital Replacement Plan, and updates on Vallejo, Benicia and Antioch.

11. Reports:

11.1 Receive an Update on the City of Vallejo transition to EBRCSA

Director McCarthy stated the City of Vallejo had completed infrastructure at an area called Hiddenbrooke where they did not have connectivity with its old system, at its own cost. It was added to the Authority's master core, this past week. Its police department was on the System and its fire department was still coming on.

11.2 Receive an Update on the City of Benicia and Vallejo to a JPA with Solano County

Director McCarthy stated the Solano County JPA was stalled, but the Solano County Sheriff met with Solano County CAO and answered questions and was now moving forward. He has offered informational assistance, as needed.

11.3 Receive an Update on the City of Antioch adding site at Walton Lane

Director McCarthy stated Antioch City Manager Bernal has secured the money for the new electrical for the site at Walton Lane. Progress was made yesterday on Walton Lane. Contra Costa County is going to be moving sites and Director McCarthy hopes to move some of Contra Costa County's used equipment to Antioch to save money.

11.4 Receive an Update on TDMA – Time Division Multiple Access

Director McCarthy stated they had started installing TDMA in Contra Costa County the last couple of weeks, monitoring it and it is working well. Work will start in Alameda County next week.

11.5 Receive an Update on 10-Year Plan for Capital Replacement Project

Director McCarthy stated the Ten-Year Plan is finally moving. CSI had been getting into sites and dispatch centers to inventory equipment, and new equipment was also being tagged and inventoried. Once it was completed, the Authority would be managing it and he would give a report once it was completed.

11.6 Receive an Update on the San Ramon Site at Wiedemann Ranch

Director McCarthy stated the City of San Ramon had a policy on the books that requires a developer to maintain the integrity of the public safety communications, and the developer is responsible for the infrastructure necessary to maintain the radio systems. San Ramon recently signed an agreement with developers in the Norris Canyon Area for just such a site. The Board of Directors adopted a resolution at its May 7, 2021 Board meeting encouraging all member agencies to include such language in their Conditions of Approval of developments. Letters from the Authority were sent to each agency regarding this resolution, asking for an update on their agency's response to the Authority by March 14, 2022.

11.7 Receive an Update on the Carquinez Site Replacing 651 Pine St., Martinez

Director McCarthy stated the Contra Costa County Administration building had been vacated and the only thing remaining there was Authority System equipment on the roof. It needed to be moved as the building is going to be demolished. Contra Costa County has purchased a mobile tower on a trailer, a generator on a trailer, and a shelter on a trailer that can be installed on East Bay Regional Park District land above Martinez. That equipment would be set up to maintain radio to the area of Martinez and surrounding areas. All the equipment in 651 Pine could be moved to Walton Lane in Antioch, with some minor upgrades.

12. Board Comments

None.

13. Next Action Steps

None.

14. Adjournment: With no further business coming before the Board of Directors, the meeting was adjourned at 11:24 a.m.



Caroline P. Soto
Authority Secretary