



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

FINANCE COMMITTEE MEETING

REGULAR MEETING

DATE: October 14, 2022

TIME: 11:00 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 Finance Committee was held on October 14, 2022, remotely via Zoom Video Communications. The meeting was called to order at 11:11 a.m.

Committee Members Present:

J. Calabrigo, Town Manager, Town of Danville
T. DuPuis, Chief Information Officer, Alameda County
D. Haubert, Supervisor, Alameda County
P. Meyer, Fire Chief, San Ramon Valley Fire Protection District
M. Nino, County Administrator, Contra Costa County
S. Perkins, Councilmember, City of San Ramon
M. Shorr, Chief Information Office, Contra Costa County (Alternate)
C. Silva, Councilmember, City of Walnut Creek
L. Smith, City Manager, City of Dublin

Staff Present:

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

- 2. Public Comments:** None.
- 3. Presentations:** None.
- 4. Approval of Minutes of the April 22, 2022 Finance Committee Regular Meeting**

On motion of Bm. Haubert, seconded by Bm. Silva and by unanimous vote, the Finance Committee approved the minutes of the April 22, 2022 Finance Committee.

**Alameda County Office of Homeland Security and Emergency Services
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5. First Amendment to Services Agreement with Administrative Assistant Soto

Executive Director McCarthy presented the Staff Report and stated this item would adjust the salary of the Administrative Assistant per a first amendment to the contract.

On motion of Bm. Haubert, seconded by Bm. Silva and by unanimous vote, the Finance Committee agreed to recommend the full Board, the approval of the increase to the Administrative Assistant's Compensation via the First Amendment to her contract.

6. Walton Lane Simulcast Site Add-On

Executive Director McCarthy presented the Staff Report and stated this site will provide needed improved radio communications in the area of Walton Lane in Antioch. The Authority agreed to cover costs of necessary equipment and installation for the Simulcast Cell at Walton Lane, and be responsible for the FCC licensing and maintaining the Licenses. The cost to the Authority is \$1.7 million. The City of Antioch will be responsible for any necessary permits, i.e.; building permits; the negotiation and lease of the tower space; the cost to connect to PG&E and ongoing cost, and of service; and, will provide the land and shelter or cabinets for the equipment. There will be some cost savings to the Authority as Contra Costa County had to take down a communications site on Pine Street in Martinez, and the old equipment from Pine Street will be used at Walton Lane.

Scott Buenting, Project Manager from Antioch stated this had not been a simple project. In working with PG&E, their requirements had changed and they will now need additional equipment. The City of Antioch was hoping to get the required transformer soon.

Captain A. Morefield, SWAT Team Commander, City of Antioch, stated the improved communication site was a matter of officer and public safety. In the area, the communication is not at all or spotty. During an active shooter event in that area recently, the agencies assisting had trouble communicating with each other. He thanked the Board for their consideration.

Sargent Mike Mellone, Antioch Police, stated this communication gap affects the southwest portion of Antioch; the communications is garbled and they have to use a back-up radio system. They provide mutual aid assistance to East Bay Regional Park District (EBRPD), which has two parks in that area with no radio coverage in those parks.

Deputy Chief McCallister from Contra Costa County Fire stated they have to use their back up radios in that area.

Chief A. Ciaburro, EBRPD, stated EBRPD lifeguards in Contra Loma Park which has a swim facility with a capacity of 1,500 people, sometimes cannot communicate at all in that area. If something goes wrong, they have to have the ability to communicate.

On motion of Bm. Perkins, seconded by Bm. Meyer and by unanimous vote, the Finance Committee agreed to an amended motion to recommend to the full Board to move forward with the Walton Lane Site, and discuss with the Board the need to raise rates of member and non-member agencies.

7. Budget Adjustment

Craig Boyer, Auditor, stated this \$47,000 budget adjustment for Fiscal Year 21/22 was for small increases in insurance, and maintenance costs related to microwaves.

On motion of Bm. Calabrigo, seconded by Bm. Perkins and by unanimous vote, the Finance Committee agreed to recommend to the full Board the approval to adjust the FY 21/22 budget; and clarified with the Auditor and Executive Director direction on how to move forward with items under the budgeted \$100,000 contingency line item.

8. Receive an Update on Encryption

Executive Director McCarthy stated the encryption keys had been delivered and they were starting to be installed on consoles. The County Radio Shops would be meeting with agencies to see which channels they want to encrypt.

9. Receive an Update on Microwave Ethernet/MPLS Project

Executive Director McCarthy stated they were going through the transition. It was difficult to connect some equipment that is 20 years old with 2022 technology but the project was moving forward.

10. Receive an Update on 10 Year Plan

Executive Director McCarthy stated work is continuing on the 10-Year plan as all new equipment is being asset tagged and tracked. The vendor will resume site visits once time permits.

11. Agenda Items for Next Meeting

- EBRCSA Infrastructure Service Update Agreement and Maintenance

Executive Director McCarthy stated Motorola had provided him with a quote for a new Service Update Agreement (SUA). He will be working with the Alameda and Contra Costa County IT Departments to review the proposed SUA.

Bm. Calabrigo requested that anytime they go to the Board with a capital Project, attach a detailed ten-year cash flow projection.

- 12. Adjournment:** With no further business coming before the Finance Committee, the meeting was adjourned at 12:04 p.m.



Caroline P. Soto
Authority Secretary