



## **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: November 5, 2021**

**TIME:** 9:30 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 November 5, 2021, remotely via Zoom Video Communications. The meeting was called to order at 11:08 a.m.

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

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

#### **Staff Present:**

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

#### **Public Present:**

G. Poole, Motorola

- 2. Public Comments:** None.

### **3. Approval of Minutes of the April 23, 2021 Finance Committee Regular Meeting**

On motion of Bm. Smith, seconded by Bm. Silva and by majority vote, (Bm. Haubert abstaining) the Board approved the minutes of the April 23, 2021 Finance Committee Regular meeting.

### **4. Implementation of AB 361 to Allow Teleconferenced Meeting**

Executive Director McCarthy stated due to AB 361, committees would now have to meet monthly and adopt a resolution to continue meeting by teleconferencing. The Finance Committee currently meets quarterly, but now they would have to meet monthly via Zoom or similar software. The Board of Directors would also have to meeting monthly to adopt a resolution to continue meeting by teleconferencing or the Board could adopt a blanket resolution to include the Finance Committee and Operations Committee in order to continue meeting by teleconference.

On motion of Bm. Smith, seconded by Bm. Silva and by unanimous vote, the Finance Committee requested the Executive Director contact the Authority's Attorney to provide more information on the Board adopting a blanket resolution to cover the Board, and Finance and Operations Committees to continue teleconference meetings.

### **5. Provide Direction on Budget Adjustment FY 20/21**

Auditor Craig Boyer stated this is an adjustment for the FY20/21 budget. They had invoices that came in after the fiscal year-end process. The amounts totaled \$90,000 appropriations that need to be approved by the Finance Committee and the Board to cover these expenditures. There are sufficient operating payments and revenues to cover these additional appropriations.

On motion of Bm. Silva, seconded by Bm. Meyer and by unanimous vote, the Finance Committee agreed to recommend to the Board the approval of the budget adjustment for FY 20/21, as detailed in the staff report.

### **6. Review Aviat Care Services & Support Agreement**

Executive Director McCarthy stated the Authority has had a contract with Aviat to help maintain the microwave system. Now that they are replacing the microwave, he asked Aviat to pare down the contract to provide advance part replacement, only. This is all that is needed for the next year or two as the Authority goes through the microwave upgrade. This contract has a cost of \$95,851. The current Contract with Aviat expired September 30, 2021. The new contract will cover the period from October 1, 2021 through September 30, 2022.

Bm. J. Calabrigo and A. Love joined the meeting at 11:24 a.m.

On motion of Bm. Silva, seconded by Bm. Smith and by majority vote (Bm. Calabrigo abstaining), the Finance Committee agreed to recommend to the Board of Directors that East Bay Regional Communications System Authority (EBRCSA) enter into an agreement with Aviat Care for Services & Support.



## **7. AES Encryption for MCC7500 Consoles**

Executive Director McCarthy stated the DOJ now requires law enforcement agencies encrypt channels that carry CORI info. The word “hear” regarding CORI information was never part of that policy. The DOJ wanted an implementation plan from agencies by December 31, 2021. Authority member agencies responded that it would take 30 months to implement encryption. About 25 member agencies have put in purchase orders with Motorola to purchase encryption. Law enforcement Chiefs and Sheriffs have expected this to come for quite a while. It will cost member agencies \$12 million to encrypt their radios. The cost includes encryption, multi key and over the air reprogramming. Currently, you have to touch every radio by hand but by having a server in the System’s backroom, the new encryption key can be sent over the air by turning on the radio. The Authority owns the 182 consoles used by the member agencies and pays for their maintenance and upgrades so they are all on the same platform and as such, should pay the cost of encrypting the consoles. Motorola’s quote is \$1,620,183.

On motion of Bm. Calabrigo, second by Bm. Silva and by unanimous vote, the Finance Committee agreed to recommend to the Board to move forward with encryption, and pay for it with Operational reserves, once the cost has been negotiated with Motorola, and also discuss with the Board the need to do some longer-range financial planning.

## **8. Approval of Draft 2022 EBRCSA Meeting Schedule**

Director McCarthy stated this was the draft calendar.

Bm. Smith stated that in lieu of having special meetings every 30 days, the Board/Committee members could list the addresses of where they are located in the jurisdiction, during the meeting.

On motion of Bm. Haubert, seconded by Bm. Meyer and by unanimous vote, the Finance Committee agreed to recommend the Draft 2022 EBRCSA meeting schedule to the full Board, and have the Executive Director speak to Authority Counsel to discuss more details about AB 361 and its impact of Authority meetings.

Bm. Silva left the meeting at 11:51 a.m.

## **9. Annual Election of a Board Chair and Vice Chair as Required by the JPA Agreement and Bylaws**

Director McCarthy asked anyone interested in being Chair or Vice Chair to contact him as a vote for Board Chair and Vice Chair will take place at the December 3, 2021 Board meeting.

## **10. Motorola Change Order Number 34**

Executive Director McCarthy stated that through an analysis of the East Bay Regional Communications System Authority (EBRCSA) Microwave Communications Network Upgrade, Multi-Protocol Label Switching (MPLS), and network transition from T1 Circuits to Ethernet, additional sites were identified that needed to be added to the original plan. The cost is \$961,877.35. This was not an option; it is an integral part of the System. Some of the System is 20+ years old. It could be financed with the microwave

payments. It could be financed for five or six years at 2.33% or 2.37%, depending on how many years it is financed.

The Board discussed paying for the change order now out of reserves versus financing the cost.

On motion of Bm. Calabrigo, seconded by Bm. Haubert and by majority vote (Bm. Meyer abstaining), the Finance Committee agreed to recommend to the full Board approval of the Change Order and to pay for it out of reserves.

Bm. Haubert left the meeting at 12:04 p.m.

#### **11. Receive an Update on the City of Antioch**

Executive Director McCarthy stated he has a video call scheduled with the new Antioch Police Chief and City Manager on Monday to discuss the site at James Donlon. They were looking to get it started again.

#### **12. Receive an Update on the City Vallejo**

Executive Director McCarthy stated the City of Vallejo was working on the Solano County JPA and are working on the site in the Hiddenbrooke area. They are finalizing installation of radios in Fire equipment.

#### **13. Receive an Update on the San Ramon Site at Wiedemann Ranch**

Bm. Meyer stated they were fortunate to have a policy that required developers pay for new sites. The developer will be paying \$2 million for a tower. San Ramon had also come to an agreement with Motorola. They will put the tower together. San Ramon will have a contract with the Wiedemann Family for 10 years with no cost to the Authority. For year 11, there will be a need for the Authority to pay.

Executive Director McCarthy stated that now that the policy had been tested, the Authority's attorney was reviewing a letter regarding the policy that will be sent to all member agencies encouraging them to also adopt such a policy.

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

Executive Director McCarthy stated the TDMA had been going on for years. There was a bug in the system that had to be worked out. It would be rolled out in Contra Costa County next week. It would double bandwidth, and the System would go from 20,000 to 40,000 available users.

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

Executive Director McCarthy stated CSI is going from site to site with the Contra Costa County radio shop to inventory equipment with a new bar code scanning system. It was also being used for the new ethernet equipment. As soon as they were done with Contra Costa County, they will then move to Alameda County.

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

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



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Caroline P. Soto  
Authority Secretary