



## **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 2, 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**

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- 1. Call to Order/Roll Call:** A Regular meeting of the Operations Committee was held on April 2, 2021, 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  
M. Casten, Assistant Sheriff, Contra Costa County Sheriff's Office  
P. Mulligan, Chief of Inspectors, Contra Costa District Attorney  
C. Nice, Assistant Sheriff, Alameda County Sheriff's Office  
L. Torres, Acting Chief of Police, City of San Leandro

#### **Staff:**

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

#### **Public:**

G. Poole, Motorola Representative

- 2. Public Comments:** None.
- 3. Approval of Minutes of the February 19, 2021 Regular Operations Committee Meeting**

On motion of Bm. Nice, seconded by Bm. Mulligan and by unanimous vote, the Operations Committee approved the minutes of the February 19, 2021 Regular Operations Committee meeting.

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#### **4. Provide Direction on Budget Review FY 21/22**

Craig Boyer, Authority Auditor, stated in regard to the budget for FY 2021/22, the revenues have gone up slightly due to an increase in operating payments based on a revised radio count, otherwise, revenues are consistent with prior year; they do take more of a conservative assumption of interest income going into next fiscal year as interest rates have been on a downward trend, and assuming lower interest income than prior year. On the expenditure side, most items are consistent with the prior year, although there are some increases in administrative costs due to the approved increase in compensation costs for contract employees, as well as higher maintenance costs due to built-in increases in contracts; expenditures, in particular administration and maintenance costs, the page also provides a breakout of capital expenditures. The overall payment from year to year as they continue to paydown the principal has become a large portion of the debt service payment and the interest is smaller. Various reserve balances – the Authority has a policy to place a balance of reserves in three categories. The first one is Operating reserve, so whatever is budgeted for operating income for the year, 50% of that is put in operating reserve, right now it is \$2.3 million; in the debt service reserve, as long as debt outstanding they are going to maintain \$1 million in debt service reserve to ensure continuity of payments given the requirement to pay the debt service compound, and then the capital reserve, any money that are not placed in either the operating reserve of the debt service goes to the capital reserve. Right now, they are budgeting at 21/22 that that will be approximately \$11 million at the end of the year. The debt service reserve is being maintained as through the life of the debt, as debt matures in FY 2027/28, once that lapses, then any monies left in the debt service reserve can be moved to the capital reserve. The capital reserve is increasing over time.

On motion by Bm. Mulligan, seconded by Bm. Nice and by unanimous vote, the Operations Committee recommended to the Board of Directors a budget for FY 21/22 based on the information discussed in this item.

#### **5. Receive Information on Standard Condition of Approval to Provide Land Mobile Radio Infrastructure to Meet Authority Standards**

Director McCarthy stated the Finance Committee requested a policy similar to the one the City of San Ramon has through the Fire Department that says if a development is to be built in a community, the developer is responsible for maintaining the infrastructure and reception at 95% on hip. A developer would be responsible for \$2 to \$2.5 million for the equipment, the tower, the generator and everything else that is there. This will be discussed at the Finance Committee meeting on April 23, 2021. They will be making some decisions on this. This is good to make the developer responsible for this and allows the Authority to maintain its reserves for future growth, replacement any anything else needed for the System. Funds are for the members' System and not expansion. There will be more coming on that once discussed by the Finance Committee.

#### **6. Provide an Update on the San Ramon Site at Wiedemann Ranch**

Director McCarthy stated he was working with San Ramon in regard to Lennar Homes building a site at Wiedemann Ranch. A different developer had originally got a quote on for this for \$440,000 and all they asked for was the tower. So, Lennar was under the assumption

it would only cost \$440,000. The Authority informed them that the quote had not come from the Authority and it was incorrect. There is a Crown Castle site in the area and the Authority was going to take it over, but now Crown Castle was delaying it. So, Director McCarthy called Motorola and asked that they put a 12' x 16' shelter inside the bid, expand the compound fence to include it, and that would be presented to Lennar since developer has to pay for it.

#### **7. Provide an Update on Department of Justice Bulletin 20-09 CJIS on Encryption**

Director McCarthy stated the City of Oakland was the only agency that received a letter back from DOJ asking how they were going to do encryption. He had not heard from any other agencies. He was going to be reaching out to all the Chiefs and Sheriffs next week to get points of contact for encryption. He was starting to do an audit of consoles to see what is the cost would be to upgrade the consoles since they were owned by the Authority.

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

Director McCarthy stated the City of Antioch has to put electrical up to its new site at a cost of approximately \$299,000 to trench up the hill for electrical. They are putting it into their FY 21/22 budget, and once the Authority hears back on their budget approval, the project can move forward.

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

Director McCarthy stated the City of Vallejo was going great. It's cutover would be April 21, 2021.

#### **10. Receive an Update on Solano County JPA**

Director McCarthy stated Eric Upson was the Chief of Police of Benicia and the driving force behind the Solano County JPA, and now is the City Manager. As such, he has been working with the City Managers of Solano informing them of the need for the JPA and how it would benefit them. They had their first JPA meeting and it looks like it is moving forward. Once the JPA and radio system is up and running, Benicia and Vallejo would move to the Solano JPA. It will still take a few years.

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

Director McCarthy stated they were finalizing the TDMA. Motorola had to rewrite code, to correct software that was having transcoders giving busy signals. They had to install special computer in the master site to identify the agencies that still did not have their radios on TDMA. There are a total of 22,000, now they were down to a couple hundred radios that were not TDMA yet. It does not affect the whole System. He would be working with those agencies. They were doing the final testing now.

#### **12. Receive an Update on 10-Year Plan**

Director McCarthy stated they had been working on the 10-year plan, but COVID made it difficult to get into the different dispatch centers. He has been working with CSI and they had two people working specifically on this and they had created software and

Access database to store all the information and they would do a master site walk and another site walk to train the two people. It was going to be done week after next.

**13. Agenda Items for Next Meeting**

None.

**14. Adjournment:** With no further business coming before the Operations Committee, the meeting was adjourned at 10:20 a.m.



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Caroline P. Soto  
Authority Secretary