



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: September 13, 2024

TIME: 10:00 a.m.

PLACE: Alameda County Sheriff's Office of Emergency Services and Homeland Security
4985 Broder Blvd.
Dublin, CA 94568

MINUTES

1. Call to Order

Chair Love called the meeting to order at 10:01 a.m.

Present: G. Beaudin, J. Beltran, J. Calabrigo, D. Covington, J. Diaz*, J. Ezell, J. King, A. Love, M. Nino, S. Perkins, M. Rodriguez, Y. Sanchez, K. Stepper

*Non-voting alternate

2. Introductions and Recognition

2.1 Board Secretary Jocelyn Kwong

2.2 Outgoing Executive Director Tom McCarthy

2.3 Outgoing Board Secretary Caroline Soto

3. Public Comments – None.

4. Consent Calendar

On motion by Bm. King, seconded by Bm. Perkins, and by unanimous vote, the Board approved the items on the consent calendar as recommended and with the following modifications:

- For item 4.3: Directed the Executive Director to proceed to the Finance Committee for consideration of an increase to the Executive Director's purchasing authority.
- For item 4.4: Amend the resolution to include the specific dollar amount authorized to \$268,854.

**Alameda County Office of Homeland Security and Emergency Services
4985 Broder Blvd, Dublin CA 94568 • (925) 803-7802 • www.ebrcsa.org**

4.1 Approval of Minutes from the Board Meeting of May 3, 2024

Recommendation: Approve the minutes of May 3, 2024

4.2 Adoption of Resolution for the Interoperability Memorandum of Understanding between the City of Oakland and the California Highway Patrol

Recommendation: Adopt Resolution No. 24-10 authorizing the Board Chair to execute and the Executive Director to implement the Interoperability Memorandum of Understanding between the City of Oakland and the California Highway Patrol

4.3 Approval to Purchase Batteries for Highland Radio Site

Recommendation: Approve the purchase of replacement batteries for the Highland Radio Site.

4.4 Adoption of Resolution for the Write-offs of Certain Invoices

Recommendation: Adopt Resolution No. 24-11 authorizing the Board Chair to execute and the Executive Director to implement the write-off of certain past due invoices.

5. Written Communications: None

6. Public Hearings: None

7. Action Items:

7.1 Adoption of Resolution for Budget Amendment for Fiscal Year 23/24

Recommendation: Adopt Resolution No. 24-12 approving and authorizing the Board Chair to execute and the Executive Director to implement the budget amendment of \$381,416.00

On motion by Bm. Perkins, seconded by Bm. King, and by unanimous vote, the Board approved the item as recommended.

7.2 Accept FY22/23 Audited Financial Statements and Adoption of Resolution for Audited Financial Statements Policy

Recommendation: Adopt Resolution No. 24-13 authorizing the Board Chair to execute and the Executive Director to implement the audited financial statements policy

On motion by Bm. King, seconded by Bm. Perkins, and by unanimous vote, the Board approved the item as recommended.

7.3 Adoption of Resolution for Accounts Receivable and Annual Bill for Services Policies

Recommendation: Adopt Resolution No. 24-14 authorizing the Board Chair to execute and the Executive Director to implement the accounts receivable and annual bill for services policies

On motion by Bm. Perkins, seconded by Bm. Nino, and by unanimous vote, the Board approved the item as recommended.

7.4 Adoption of Resolution for Subscriber Memorandum of Understanding

Recommendation: Adopt Resolution No. 24-15 approving and authorizing the Executive Director to execute and implement the Subscriber Memorandum of Understanding, as necessary

On motion by Bm. Calabrigo, seconded by Bm. King, and by unanimous vote, the Board approved the item with modification to charge the higher fee.

8. Committee Updates:

8.1 Receive Informational Report on Recent Finance Committee Activities

Bm. Perkins provided an update.

8.2 Receive Informational Report on Recent Operations Committee Activities

Bm. King provided an update.

9. Reports:

9.1 Receive Informational Report on SUA Related Service Interruption

Executive Director Swing provided an overview of the service interruption that occurred during the Service Upgrade process. The resulting process improvements identified during the process includes that the CAM is now backed up in EBCRSA's system and Contra Costa County radio shops monthly, and with a month between each backup to provide redundancy in the event restoration is needed.

9.2 Receive Informational Report on Interoperability MOUs

Executive Director Swing reported that the Operations Committee recommended authorizing the Executive Director to enter into the Interoperability MOUs, with a report out to the Operations Committee when new agreements are entered. The Executive Director will complete this process.

9.3 Receive Informational Report on City of Antioch Walton Lane

Executive Director Swing reported that there is power at the site. The current challenge is building a tower at the Walton site instead of leasing retail radio space. He does not consider

leasing retail space to be the best long-term solution. Director Swing is working with the Antioch City Staff with a goal for construction to begin in calendar year 2025.

9.4 Receive Informational Report on Radio Purchase Agreement

Executive Director Swing reported that Contra Costa County and Bm. Shorr are working to establish a radio purchasing agreement through Contra Costa County's purchasing policy with the goal to set a standard rate for EBRCSA radio purchases. Member agencies would work through EBRCSA for purchase of the radios for cost savings. Director Swing will return to the Board with an update in December.

10. Agenda Items for Next Meeting

Chair Love requested an update regarding lease costs charged by EBMUD to EBRCSA.

11. Board Comments

The retirement of Bm. Linda Smith in October will result in a new appointment to the Board.

12. Adjournment

There being no further business, the meeting adjourned at 11:17 a.m.



Jocelyn Kwong, Board Secretary