



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

NOTICE OF REGULAR MEETING

DATE: December 6, 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/Roll Call:

Chair Meyer called the meeting to order at 10:00 a.m.

Present: C. Andersen; A. Averiett; J. Beltran; J. Calabrigo; D. Covington; J. Diaz; J. Ezell; J. King; P. Meyer; M. Nino; S. Perkins; M. Rodriguez; M. Salinas; P. Stokes; M. Toms

2. Introductions and Recognition

2.1 New Board Members

Executive Director Swing introduced several new members who have, or will be, joining the Board including Angela Averiett, Jestin Johnson, and Jonas Aguiar.

3. Public Comments – None.

4. Consent Calendar

On motion by Bm. King, seconded by Bm. Andersen/Nino, and by unanimous vote, the Board approved the items on the consent calendar as recommended with modification to item 4.2 regarding the 2025 Board and Committee meeting calendar dates.

4.1 Approval of Minutes from the Board Meeting of September 13, 2024

Recommendation: Approve meeting minutes.

4.2 Approval of the 2025 Board and Committee meeting calendar

Recommendation: Approve the 2025 EBRCSA Meeting Schedule with revisions to the Board of Directors regular meeting schedule to replace the March 7, 2025 date with February 28, 2025, and the Finance and Operations Committees regular meeting schedule to replace the February 14, 2025 date with February 7, 2025.

4.3 Consider Adoption of a Resolution Authorizing the Board Chair to Sign and the Executive Director to Implement A MOU With Contra Costa ITD for Radio Site Maintenance

Recommendation: Adopt Resolution No. 24-16 authorizing the Board Chair to sign and the Executive Director to implement a MOU with Contra Costa ITD for Radio Site Maintenance.

4.4 Approval of Audited Financial Statements.

Recommendation: Accept the 2024 Audited Financial Statements.

4.5 Approval of Purchase of Replacement Batteries for Kregor Radio Site

Recommendation: Approve the purchase of replacement batteries for the Kregor Radio site.

4.6 Receive Report on Accounts Receivable Aging

Recommendation: Receive the Summary of the Accounts Receivable Aging.

5. Written Communications: None

6. Public Hearings: None

7. Action Items:

7.1 Consider Adoption of a Resolution Authorizing the Executive Director to Implement a Policy to Establish a Minimum Fund Balances for the Operating Fund and Capital Fund.

Recommendation: Adopt Resolution No. 24-17 authorizing the Executive Director to implement a policy to establish a minimum fund balance for the Operating Fund and Capital Fund.

Bm. Perkins reported that the Finance Committee was in favor of the policy.

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

7.2 Consider Adoption of a Resolution Authorizing the Executive Director to Revise the Annual Bill for Services Policy to Require Board of Directors Approval for any Deviation in Pricing

Recommendation: Adopt Resolution No. 24-18 authorizing the Executive Director to revise the Annual Bill for Services Policy to require Board of Directors' approval for any deviation in pricing

Executive Director Swing clarified that this applies to subscriptions fees.

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

7.3 Consider Adoption of a Resolution Authorizing the Executive Director to Implement Proposed Subscriber Rate Increases

Recommendation: Adopt Resolution No. 24-19 authorizing the Executive Director to implement proposed subscriber rate increases.

Executive Director Swing clarified that if an agency joins the Authority now, they will make service payments at a rate that is cost-neutral to the rest of the member agencies.

On motion of Bm. Calabrigo, seconded by Bm. Perkins, and by unanimous vote, the Board approved scenario option One(B).

7.4 Nomination and Annual Election of a Board Chair and Vice Chair

Recommendation: Conduct the Annual Election of a Board Chair and Vice Chair, as required by the JPA Agreement and Bylaws

Chair Meyer opened the nominations for Board Chair. Chair Meyer nominated Bm. King. Chair Meyer closed the nomination period.

On motion of Chair Meyer, seconded by Bm. Calabrigo, and by unanimous vote, the Board approved Jon King as the next Board Chair.

Chair Meyer opened the nominations for Vice Chair and clarified that it must be a member from Alameda County because the Board Chair is representing Contra Costa County. Bm. Averiett nominated Bm. Salinas. Chair Meyer closed the nomination period.

On motion of Bm. Averiett, seconded by Bm. Andersen, and by unanimous vote, the Board approved Mark Salinas as the next Vice Chair.

7.5 Consider Adoption of Resolution authorizing the Board Chair to Sign a Professional Services Contract with David Swing Consulting and Investigations for Executive Director Services for a Monthly Fee of \$22,500

Recommendation: Adopt Resolution No. 24-20 authorizing the Board Chair to sign a professional services contract with David Swing Consulting and Investigations for Executive Director Services for a monthly fee of \$22,500

Bm. Calabrigo reported that the Finance Committee recommended approval of the item.

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

8. Committee Updates:

8.1 Receive Informational Report on Recent Finance Committee Activities

There were no new updates that are not already on the agenda.

8.2 Receive Informational Report on Recent Operations Committee Activities

There were no new updates that are not already on the agenda.

9. Reports:

9.1 Receive Informational Report on Radio Purchase Agreement

Executive Director Swing reported that the agreement is still pending review with Contra Costa County. The agreement is intended to provide an additional 11% discount on purchases in addition to the 27% price reduction. Executive Director Swing will send out a member-wide communication that will include the radio purchase agreement if approved.

9.2 Receive Informational Report on City of Antioch Walton Lane

Executive Director Swing reported no new updates on timing and he is continuing to work with Antioch City Attorney's Office for a land lease to replace the tower.

9.3. Receive Informational Report on Pearl Radio Site Shelter

Executive Director Swing reported that this site is on EBMUD property in the City of Richmond. The contract requires EBRCSA to maintain the shelter that is in a state of disrepair and needs to be demolished. This site was not identified in capital repairs plans as an EBRCSA asset. He believes this is the only such site on EBMUD property but an assessment is progress to confirm that there are no other EBRCSA owned sites.

The shelter is shared with EBMUD in that there is shared equipment stored inside. The radio equipment in the shelter will need to be temporarily relocated to a temporary shelter for the shelter demolition that will take about a year. The only radio equipment that is

available is that intended for Walton Lane with the construction of the Walton Lane shelter site is intended to occur in parallel.

Executive Director Swing stated that the cost for the site shelter project is not yet available and relocating the tower to a new site is not viable.

9.4 Recognition of Outgoing Board Members

The Board recognized outgoing board members Paige Meyer and Scott Perkins.

10. Agenda Items for Next Meeting

10.1 Spending Authority of the Executive Director Bylaws Revision

11. Board Comments

12. Adjournment

There being no further business, the meeting adjourned at 11:08 a.m.



Jocelyn Kwong, Board Secretary