

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 17, 2023

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 meeting of the Finance Committee was held on Friday, November 17, 2023. The meeting was called to order at 11:03 a.m.

Committee Members Present:

J. Calabrigo, Town Manager, Town of Danville
T. Dupuis, Chief Information Officer/Registrar of Voters, Alameda County
D. Haubert, Supervisor, Alameda County
P. Meyer, Chief, San Ramon Valley Fire Protection District
M. Nino, County Administrator, Contra Costa County
L. Smith, City Manager, City of Dublin

Staff Present:

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

- 2. Public Comments:** None.
- 3. Approval of Minutes of September 15, 2023, and September 25, 2023, Special Finance Committee Meetings**

On motion of Bm. Haubert, seconded by Bm. Calabrigo and by majority vote (Bms. Dupuis and Nino abstained), the Finance Committee approved the minutes of the September 15, 2023 Finance Committee and September 25, 2023 Special Finance Committee meetings.

- 4. Lease Agreement with East Bay Municipal Utilities District**

Executive Director McCarthy presented the staff report and stated EBRCSA had sites on East Bay Municipal Utility District (EBMUD) property that were used free of charge. The four sites are Pearl, Alta Mesa, Skyline and Seneca. Several years back, EBMUD wanted to

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charge \$50,000 per site. After negotiations, EBRCSA Boardmembers Calabrigo and Roberts, the Executive Director and the General Manager from EBMUD agreed on \$15,000 per site, with a 3% increase per-year per site. This contract would continue that agreement with the current base cost of \$17,910.78 per site and a 3% increase per year.

On motion of Bm. Smith, seconded by Bm. Nino and by majority vote (Bms. Haubert and Dupuis voting no, Bm. Calabrigo abstaining) the Finance Committee agreed to recommend to the full Board to renew a lease agreement with East Bay Municipal Utilities District for East Bay Regional Communications System Authority equipment shelters located at the EBMUD Reservoir sites Seneca, Pearl, Carter (Alta Mesa), and Skyline.

5. Approval of Draft 2024 EBRCSA Meeting Schedule

On motion of Bm. Smith, seconded by Bm. Haubert and by unanimous vote, the Finance Committee agreed to recommend to the Board approval of the 2024 EBRCSA Meeting Schedule.

6. Discussion of Annual Election of Board Chair and Vice Chair as required by the JPA Agreement and Bylaws

Executive Director McCarthy stated there will be an election for Board Chair and Vice Chair at the December 1, 2023 Board of Directors meeting. Both the current Chair and Vice Chair have voiced interest in continuing in those capacities. Let Executive Director McCarthy know if you are interested in being nominated or would like to submit a nomination.

7. Updates on East Bay Regional Communication System Projects

- Time Division Multiple Access (TDMA)

Executive Director McCarthy stated EBRCSA has done everything they needed to do on the TDMA project. It is now up to agencies to complete the process. The Executive Director is running TDMA and FDMA while agencies complete the process.

- Encryption

Every console has been encrypted by EBRCSA. It is now up to agencies and the two radio shops. The fleet map is done. Radio shops will set up schedules to work on the radios.

- Microwave/Ethernet/MPLS

EBRCSA has one microwave left to install at the Oakland Housing Authority (OHA) building. All plans have been approved. The Executive Director is working with the OHA project manager to get it completed. He had eight techs working on phase two of the Ethernet taking out copper and putting in fiber to update the microwave process. He asked the project manager from Motorola to go through everything to get a finite date as to when the project will be done.

- The City of Antioch Site on Walton Lane

The Antioch site at Walton lane has been an issue for years in trying to get a tower for them for communication in the area. They believe they have an alternate method of communication by using a different radio and not having to put in a tower. There is an

APEX radio that can connect to EBRCSA via the internet and the City is testing it. City personnel have been unresponsive in moving forward with the tower. The Executive Director has an upcoming meeting with a different tower company to resolve the problem for Contra Costa Fire, East Bay Regional Park, Contra Costa County Sheriff, and ambulances.

- Contra Costa Site in Martinez Replacing 651 Pine Street

The site in Crockett which replaced 651 Pine Street is going great. They are putting up microwave dishes and testing in that area.

- Wiedemann Project San Ramon

The microwave installation of that site's microwave ran into some issues. They have completed the fade work. It should be up and running in approximately two weeks.

- Alameda County Parking Lot next to East Dublin BART

The microwave has been moved higher on the tower. There is a new issue now. There is a tower at the Warm Springs BART station that was paid for by EBRCSA and BART and another tower in Walnut Creek that was paid for by Alameda County GSA. A BART attorney has asked if EBRCSA has any paperwork on who owns the Walnut Creek tower as BART's real estate wants to add cellular to those two towers. Cellular on radio towers is an interference. The Executive Director has contacted BART's attorney. He is going to set up a call with EBRCSA's attorney and Chair. They are not doing a modulation study as they are supposed to. He does not know what type of cellular they are going to put on the tower.

- Search for Recruiter for Executive Director Position

The Executive Director has been speaking to three recruiters.


Chair Meyer stated he believes they can have someone in place by the first of the year if they get the opening out quickly. He would prefer someone that understands what they are working with and believes there is enough talent in the counties EBRCSA is in to find a replacement. If you have interest in being part of a hiring committee, reach out to the Executive Director or Administrative Assistant to express interest. There should also be a survey going out to the Boardmembers.

8. Agenda Items for Next Meeting

- Aviat Repair and Maintenance Agreement
- Discussion on rates

9. Adjournment:

With no further business coming before the Finance Committee, the meeting was adjourned at 11:41 a.m.



Caroline P. Soto
Authority Secretary