



## ***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**

#### **NOTICE OF REGULAR MEETING**

**DATE: May 9, 2025**

**TIME:** 10:00 a.m.

**PLACE:** Alameda County Office of Homeland Security and Emergency Services,  
Room 1013  
4985 Broder Blvd., Dublin, CA 94568

### **AGENDA**

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1. Call to Order/Roll Call
2. Public Comments (Meeting Open to the Public):  
At this time, the public is permitted to address the Committee on items within the Committee's subject matter jurisdiction that do not appear on the agenda. Please limit comments to a maximum of three (3) minutes. If you wish to comment on an item that is on the agenda, please wait until the item is read for consideration.
3. Approval of Minutes of February 7, 2025, Operations Committee Meeting
4. Discuss and Recommend Revised By-laws
5. Receive System Status Report
6. Discuss Recommend Radio Encryption Plan and Policy
7. Receive Report on FY25/26 Operating and Capital Expense Budget
8. East Bay Regional Communications System Authority Updates
  - May 7, 2025 Meeting with Motorola – Follow-up on extension of support letter
  - Walton Lane Radio Site
  - Pearl Radio Site Shelter
  - BART/EBRCS ISSI
  - Portable Radio GPS
  - Tracy PD Interest
9. Agenda Items for Next Meeting
10. Adjournment

**Alameda County Office of Homeland Security and Emergency Services  
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This AGENDA is posted in accordance with Government Code Section 54954.2(a)

*If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the EBRCSA at (925) 803-7802 at least 48 hours in advance of the meeting.*

I hereby certify that the attached agenda was posted 72 hours before the noted meeting.

A handwritten signature in cursive script, appearing to read "David Swing".

David Swing, Executive Director

May 2, 2025



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### **AGENDA ITEM NO. 3**

#### **AGENDA STATEMENT OPERATIONS COMMITTEE MEETING DATE: MAY 9, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** Approval of Minutes of the February 7, 2025 Operations Committee Meeting

#### **RECOMMENDATIONS:**

Approve the minutes of the February 7, 2025 Operations Committee Meeting

#### **SUMMARY/DISCUSSION:**

The Operations Committee will consider approval of the minutes of the February 7, 2025 Operations Committee meeting.

#### **Attachments:**

1. Draft Minutes of the February 7, 2025 Operations Committee Meeting



## **East Bay Regional Communications System Authority**



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### **OPERATIONS COMMITTEE MEETING**

#### **REGULAR MEETING**

**DATE: February 7, 2025**

**TIME:** 10:00 a.m.

**PLACE:** Alameda County Office of Homeland Security and Emergency Services,  
Room 1013, 4985 Broder Blvd., Dublin, CA 94568

### **DRAFT MINUTES**

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1. **Call to Order/Roll Call:** The regular meeting of the Operations Committee was called to order at 10:02 a.m.

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

A. Averiett, J. Aguiar, J. Beltran, J. King, P. Stokes (arrived 10:13 a.m.), D. Covington (arrived 10:13 a.m.)

2. **Public Comments:** None.

3. **Approval of Minutes of November 22, 2024 Operations Committee**

On motion of Bm. Averiett, seconded by Bm. Beltran, and by unanimous vote, the Operations Committee approved the minutes of November 22, 2024.

4. **Updating of Authority By-laws**

Executive Director Swing recommended a review of the by-laws for updates to multiple items including the spending limits of the Executive Director and membership of the Technical Advisory Committee.

On motion of Bm. King, seconded by Bm. Aguiar, and by unanimous vote, the Operations Committee approved the formation of an ad-hoc working group with a recommended list of appointees to update the EBRCSA By-laws.

5. **System Status Report**

Executive Director Swing provided a verbal update of items on the report. The Cirrus Central system is highly recommended to help monitor and manage the radio system.

EBRCSA's current utilization demand is 22% with free capacity of 78% for growth. This report will be provided as a regular item on the Operations Committee meeting agenda.

The Committee asked if the EBRCSA has a base model under the SUA. Executive Director Swing said that there is a base model but additional items will cost an additional \$60,000 per year.

#### **6. Recommend Proposed Terms for Land Lease for Walton Ln Radio Tower**

Executive Director Swing reported that American Tower is offering EBRCSA free space on their tower however his concern is that this would be a short-term solution that doesn't guarantee long term infrastructure. He will continue discussions with Antioch for an EBRCSA-owned tower.

Executive Director Swing confirmed that EBRCSA is intending to build the tower with its own funding. The tower would effectuate a coverage gap for multiple entities.

The Committee recommends amending the following terms to allow two 10-year options to extend the agreement under the same payment terms.

In addition, the Committee provided direction that the Executive Director request amendments to the proposed land lease agreement to clarify that any public safety additions on the tower would be allowed and exceptions would apply for commercial uses.

#### **7. Discuss Console Maintenance Protocol for Auto-Dispatch Consoles**

Executive Director Swing reported that EBRCSA has not previously brought these consoles into the Authority's SUA and it is recommended so that radio shops are responsible for the maintenance. There will be additional cost if consoles are added although Motorola has not yet provided a cost basis. There are currently six consoles, but there may be additions from other agencies. The overall impact to SUA is still to be determined.

Executive Director clarified that these would be in addition to, and does not replace, manned consoles. Departments would still be responsible for maintaining the software for dispatching. EBRCSA would not be funding the initial purchase of the equipment, but would be responsible for ongoing maintenance and replacement.

The Committee agreed that they would like to have another discussion on this topic. Executive Director Swing stated he would have a cost or budget for consideration at the May meeting.

#### **8. East Bay Regional Communications System Authority Updates**

Executive Director Swing provided a brief update on the following items.

- Encryption Timeline and Implementation Plan

The encryption is intended to be live in August 2025. Some training and coordination will still need to occur and outreach by agencies to the public will need to occur because of impacts to public communications that will be encrypted.

The Committee agreed that each agency is to communicate this switch with their communities since this is a state requirement. Encryption will be turned on by a specific date by the Authority.

- Radio Purchase Agreement

The agreement was presented to the Contra Costa County Board of Supervisors this week and approved with an effective date retroactive to February 2, 2025.

- Pearl Radio Site Shelter

The site shelter needs full replacement and the Executive Director is working with EBMUD and Contra Costa radio shops to determine foundation specifications.

- Tracy Police Department

The Executive Director met yesterday with Tracy Police Department and they are interested in joining, but more information needed for funding that would be required to be able to build infrastructure that increases signal strength around I-580 and Altamont. Motorola is willing to extend EBRCSA radio costs for purchase.

**9. Agenda Items for Next Meeting**

- Walton Lane site
- Auto-dispatch consoles

**10. Adjournment:** There being no further business, the meeting was adjourned at 10:54 a.m.

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Jocelyn Kwong  
Authority Secretary



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### **AGENDA ITEM NO. 4**

#### **AGENDA STATEMENT OPERATIONS COMMITTEE MEETING DATE: MAY 9, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** Discuss and recommend revisions of the EBRCSA by-laws

#### **RECOMMENDATIONS:**

Discuss and recommend revisions of the EBRCSA by-laws to the Board of Directors

#### **SUMMARY/DISCUSSION:**

At the December 6, 2024 Board of Directors meeting, the Board asked the Executive Director to evaluate the sufficiency of the Executive Director's spending authority. The spending authority was established in the EBRCSA by-laws requiring a by-law revision to change the spending authority. Since the by-laws were last amended in 2011, the Finance and Operations Committees recommended a comprehensive by-law review.

At the February 28, 2025 Board of Director meeting, the Board voted to establish a working committee to review the by-laws and return with recommended revisions. The working committee consisted of members of the Operations and Finance Committees. The working committee reviewed the current by-laws, the EBRCSA Joint Powers Agreement (JPA) and other relevant documents.

After discussing the recommended changes, the EBRCSA General Counsel reviewed the recommendations and provided additional input. The proposed changes from the working committee and General Counsel are included in the attachments.

The current and revised by-laws are included as Attachments 1-3.

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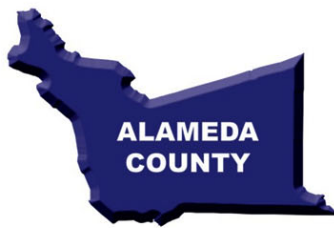
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In addition to technical changes throughout the document, some of the substantive recommended changes include:

- Removed references to the JPA Agreement and incorporated language from the JPA Agreement into the by-laws. The JPA Agreement is a separate document.
- Amended introductory paragraphs to delete unnecessary text and include historical changes.
- Article I: Defined Member, Subscriber and Mutual Aid Partner
- Article I: Defined Represented Organization
- Article III: Removed “Notices” as not needed, replaced with Membership Section which expands definitions of Members, Subscribers and Mutual Aid Partners
- Article IV: Added Board composition to the by-laws – taken from JPA Agreement
- Article IV: Defined the roles of Director and Alternates
- Article V: Reordered the text and defined roles of Officers
- Article VI: Moved Committees of the Board from Article VIII to Article VI
- Article VI: Removed the position of Board Chair and Vice-Chair from Committees, moved Special District seat from Finance to Operations and added an at-large member to Finance Committee.
- Article VI: Removed language related to assignment of alternates for the Committees
- Article VI: Clarified language for committee voting and composition
- Article VI: Removed \$25,000 spending authority of Operations Committee
- Article VI: Removed \$25,000 spending authority of Finance Committee
- Article VI: Removed Technical Advisory Committee (TAC) language and constituted the TAC elsewhere to ensure Brown Act compliance
- Article VII: Clarified meeting procedures and voting requirements
- Article XIII: Memorialized the intent of the Board of Directors that the Executive Director, Secretary to the Board and General Counsel have a consultant relationship – not a direct employment relationship
- Article XIII: Added the ability to form ad-hoc working group to the authority of the Executive Director
- Article XIII: Replaced 8.2 with defined role of the Secretary to the Board
- Article XIII: Replaced 8.3 with defined role of the General Counsel
- Article XIII: Removed 8.4 – spending authority of Executive Director
- Article IX: Clarified the role of the Auditor and relationship to the Board
- Article IX: Moved language related to budget revision to the Fiscal Policy
- Article X: Moved legal notices from Article VII to Article X

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### **Attachments:**

1. Current EBRCSA by-laws
2. Proposed revised by-laws
3. Side by side comparison of by-law changes

## BYLAWS

### EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY

The East Bay Regional Communications System Authority (hereafter the "Authority") is a cooperative agency voluntarily established by its members pursuant to the Joint Exercise of Powers Act of the Government Code of the State of California, for the purpose of acquiring, planning, designing, constructing, operating and maintaining a P25 compliant or equivalent communications system serving Alameda and Contra Costa Counties and their individual political jurisdictions.

Pursuant to Section 11 of the Joint Exercise of Powers Agreement for the Authority (hereafter the "Agreement") dated September 11, 2007, by and between the following members:

Alameda County, Contra Costa County, Alameda, Albany, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Pleasanton, San Leandro, Union City, Brentwood, Clayton, Concord, Danville, El Cerrito, Hercules, Martinez, Moraga, Oakley, Pittsburg, Pinole, Pleasant Hill, Richmond, San Pablo, San Ramon, Walnut Creek, Kensington Police Community Services District, San Ramon Valley Fire Protection District, Rodeo-Hercules Fire Protection District, East Bay Regional Parks District

These By-Laws were adopted by the Board of Directors for the Authority by:  
Resolution No. 07-5 adopted on December 7, 2007

#### Article I: Definitions

- A. **"Agreement"** shall mean the Joint Powers Authority agreement
- B. **"Board"** shall mean the 23 member Board of Directors
- C. **"Operations Committee"** shall mean the Operations Committee identified in Section 8.1 of the Bylaws
- D. **"Finance Committee"** shall mean the Finance Committee identified in Section 8.1 of the Bylaws
- E. **"Quorum"** shall mean a majority of the Board Members (12)
- F. **"Technical Advisory Committee"** shall mean the Technical Advisory Committee identified in Article VIII, Section 8.1 of the Bylaws

#### Article II: Principal Office

Section 2.1. The principal office for the transaction of business of the Authority is hereby fixed and located at:

Alameda County Office of Homeland Security and Emergency Services  
4985 Broder Blvd.  
Dublin CA. 94568

### **Article III: Notice**

Section 3.1. Notice from one member agency to another shall be given as provided in Section 16 of the Agreement. Member agencies may change the address to which notices shall be sent by giving notice of such change to all other member agencies at least thirty (30) days prior to the effective date of such change.

### **Article IV: Board of Directors**

Section 4.1. The Authority shall be governed by a Board of Directors (hereafter the "Board") consisting of twenty-three (23) Directors. Each Director shall have an alternate that will be appointed by their representative organization. Alternates, once selected, can serve to fill any vacancy of a Director for their represented organization/county. Directors and their alternates shall, at the time of their appointment and for the duration of their service on the Board, be employees or officers of their member agencies. Alternates shall serve as Directors in the absence of their respective Directors and shall exercise all duties and responsibilities thereof. Each Director and each alternate shall serve at the pleasure of the appointing entity and may be removed by the appointing entity at any time without notice.

Section 4.2. The Directors shall represent the entities and be appointed as set forth in Section 6a of the Agreement.

Section 4.3. A resignation of a Director or alternate shall be in writing and filed with the East Bay Regional Communications System Executive Director.

Section 4.4. The alternate may not participate and/or vote at a meeting attended by the appointed Board member.

Section 4.5. Directors and alternates are the only ones eligible to represent their Board position including participation and voting at the Board of Directors meetings.

Section 4.6. Director and alternate vacancies shall be timely filled by the applicable appointing entity, and officer vacancies shall be timely filled by the applicable electing or appointing entity.

## Article V: Presiding Officers

Section 5.1. The officers shall be a Chair, and Vice-Chair. The duties, and term, as applicable, are as set forth in Section 6 Administration c. Procedures (*Procedures.*(1) *The Board shall elect annually a Chair from among its membership to preside at meetings and shall select a Secretary who may, but need not, be a Director. The Board may, from time to time, elect such other officers as the Board shall deem necessary or convenient to conduct the affairs of the Authority.*) of the Agreement. In the absence of the Chair, the Board shall be presided over by the Vice-Chair, who shall be elected annually from among the Board's membership. The election of the Chair and Vice Chair will be accomplished pursuant to the process outlined in Section 5.3 of the Bylaws. The Board will appoint a Secretary as set forth 6.c of the Agreement to provide minutes of the meetings, as outlined in Section 6. Administration b. Meetings (4) ( *(4) Minutes. The Secretary of the Authority shall cause minutes of all meetings of the Board to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director, the Members, and other parties upon request.*) of the Agreement. The Secretary will not be a Board member.

Section 5.2. The positions of Chair and Vice Chair will be filled by a representative from each county. If the Chair is from Alameda County, the Vice Chair will be from Contra Costa. If the Chair is from Contra Costa, the Vice Chair will be from Alameda.

Section 5.3 The Board of Directors will receive nominations from sitting members of the Board to fill the positions of Chair and Vice Chair at a meeting of the Board. The Board will vote on the nominations for Chair and Vice Chair following Robert's Rules of Order. The newly elected Chair and Vice Chair will assume their positions at the conclusion of the meeting, and will continue in the positions for one year.

## Article VI: Meetings

Section 6.1. The procedures for Board meetings shall be as set forth in Section 6 Administration b. Meetings

### *b. Meetings.*

(1) *Regular Meetings. The Board shall by resolution establish the number of regular meetings to be held each year and the date, hour and location at which such regular meetings shall be held; provided, that the Board shall meet at least once every year.*

(2) *Special Meetings. Special meetings of the Board may be called in accordance with the provisions of the Ralph M. Brown Act (Government Code Section 54950 et seq.).*

(3) *Conduct of Meetings. All meetings of the Board shall be held in accordance with the Ralph M. Brown Act (Government Code Section 54950 et seq.).*

(4) *Minutes. The Secretary of the Authority shall cause minutes of all meetings of the Board to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director, the Members, and other parties upon*

request.

*(5) Quorum. Twelve (12) Directors of the Board shall constitute a quorum for the transaction of business. Except as provided in Section 7 below, actions of the Board shall require the affirmative vote of a majority of the entire Board (i.e., twelve (12) affirmative votes). of the Agreement.*

Section 6.2. Committee meetings will be posted on the web site and meeting notices will be sent to Board members and alternates by email.

Section 6.3. Agendas and Minutes of all meetings will be posted on the web site.

## **Article VII: Legal Notices**

Section 7.1. All legal notices required by the Government Code shall be published in one or more newspapers of general circulation or posted according to state law.

## **Article VIII: Authority Organization**

Section 8.1. In Section 5. Duties (f) *(f. To establish within six (6) months of the execution of this Agreement ad hoc operational and technical committees as necessary to consider and recommend to the Board of Directors system implementation issues.)* the Board is directed to form committees as necessary to provide recommendations and direction on issues relating to the EBRCS. In order to provide recommendations to the full Board of Directors on operational and financing issues, and provide day to day oversight, standing Operational and Finance committees will be formed as standing committees of the Board, and the committees will be required to follow the Brown Act. Agendas and minutes of the committee meetings will be made available on the web site. The committees will be made up of Board members and/or alternates, with representation and authority as listed below.

In the event that neither a Board member nor his or her designated alternate can attend a committee meeting, alternates to the Finance and Operations Committees will be selected first by discipline from Board members or alternate Board members from the appropriate county. If the Executive Director receives notice of the absence of a committee member, the Executive Director will contact Board members or alternates from the appropriate discipline or county. If no one from the discipline is able to attend, the Executive Director will contact Board members and/or alternates from the appropriate county until a replacement can be found.

**Operations Committee:** The Operations Committee will have 7 members and be responsible for review of system operational and technical issues including but not

limited to the review of existing technology, system upgrades, implementation of new technology, and provide support for the existing system implementation. The operations committee can appoint ad hoc committees when it needs to bring in additional expertise to address issues. The operations committee will also be able to approve expenditures up to \$25,000 without approval of the full Board of Directors. They will make recommendations to the Board through the Executive Director.

#### Operations Committee Representation:

Board Chair or Vice Chair  
2 Police Chiefs (one from each county)  
2 Fire Chiefs (one from each county)  
2 Sheriff's (one from each county)

Finance Committee: The Finance Committee will have 8 members and be responsible for the development of a budget, and review of financing options in order to develop a financing plan. The committee will also develop recommendations for subscriber unit pricing to account for the ongoing operations, upgrades and replacement. The Finance Committee will also be able to approve expenditures up to \$25,000 without approval of the full Board of Directors. They will make recommendations to the Board on finance issues through the Executive Director.

#### Finance Committee Representation:

Board Chair or Vice Chair  
2 City Managers (one from each county)  
2 Elected Officials (one from each county)  
2 County (one from each county)  
1 Special District

Technical Advisory Committee: The Technical Advisory Committee will have 10 to 20 members, consisting of Fire Protection, Law Enforcement and Radio Technicians constituting balanced representation of Alameda County and Contra Costa County, and the EBRCSA Executive Director, for the purpose of providing technical expertise and advice to the Operations Committee and/or the EBRCSA Board on operational decisions to be made in connection with implementation of the EBRCSA P-25 compliant or equivalent communications system.

#### Article IX: Staff

Section 9.1. There will be an Executive Director of the EBRCS who will be responsible for the general management, administration, direction and development of the Authority's operations and procedures on a daily basis, including grant applications, acquisitions of equipment, financial administration, meeting administration, recordkeeping, all facilities, employees, consultants, and their respective uses.

Section 9.2. The Executive Director will be appointed by a majority of the Board of Directors and may be removed by a majority of the Board of Directors.

Section 9.3. The Executive Director working through designated member agencies shall be responsible for employment practices, and the administration of all approved policies regarding employee compensation, leave, and other personnel matters. The Executive Director will bring to the Board a resolution adopting the personnel practices of one of the member agencies.

Section 9.4. The Executive Director, upon the approval of the Board Chair or Vice Chair, will be able to approve certain expenditures up to \$25,000 without approval of the full Board of Directors, the Operations Committee, or the Finance Committee. Any such expenditure will be reviewed at the next regularly scheduled meeting of the Finance Committee.

## **Article X: Board Reimbursement and Compensation**

Section 10.1. Directors and alternates representing the authority shall receive reimbursement for any actual expenses incurred for travel directly related to the business of the authority. There will be no per diem or travel reimbursement for attending Board of Directors or committee meetings. The Board will adopt the reimbursement policies of Alameda County.

## **Article XI: Finances**

Section 11.1. The financial system of the Authority shall be kept under the provisions as specified in California Government Code Sections 6505 and 6505.5.

Section 11.2. The budget shall be adopted as set forth in Section 6. Administration d.Fiscal Matters (4) Budget ((4) Budget. *The Board shall adopt a budget no later than one hundred twenty (120) days after the first meeting of the Board and no later than June 30th of each year thereafter.*) of the Agreement.

Section 11.3. Expenditures by the Authority may not exceed the final budget without a budgetary revision approved by a 2/3 vote of the Board.

Section 11.4. Purchasing for the Authority shall be administered by the Executive Director, pursuant to the purchasing procedures of a charter county (Alameda County) as listed in State statute and shall be authorized by the Authority's Auditor, within budgetary amounts.

## **Article XII: Amendments**

Section 12.1. These Bylaws may be amended from time to time by resolution of the Board. Amendments shall be ratified by a 2/3 majority of the Board of Directors.

## **Article XIII: Indemnification**

The Joint Powers Agreement addresses indemnification in Section 9. *Indemnification 9. Indemnification. The Authority shall acquire such insurance protection as is necessary to protect the interest of the Authority and its Members. The Authority shall assume the defense of and indemnify and save harmless the Members and their governing bodies, officers, agents, and employees from all claims, losses, damages, costs, injury, and liability of every kind, nature, and description directly or indirectly arising from the performance of any of the activities of the Authority or the activities undertaken pursuant to this Agreement.*



## BYLAWS

### EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY

The East Bay Regional Communications System Authority (hereafter the "Authority") is a cooperative agency voluntarily established by its members pursuant to the Joint Exercise of Powers Act of the Government Code of the State of California, for the purpose of acquiring, financing, planning, designing, constructing, operating and maintaining a reliable P25 compliant or equivalent communications system (hereafter the East Bay Regional Communications System or "EBRCS") serving Alameda and Contra Costa counties, their individual political jurisdictions, and their affiliated entities.

These Bylaws were adopted initially on December 7, 2007 by the Board of Directors of the Authority by Resolution No. 07-5 and pursuant to Section 11 of the Joint Exercise of Powers Agreement of the Authority (hereafter the "Agreement"), dated September 11, 2007. These Bylaws were amended by the Board of Directors of the Authority in 2008 by Resolution No. 08-14, in 2009 by Resolution No. 09-03, in 2010 by Resolution No. 10-08, and in 2011 by Resolution No. 11-19.

#### Article I: Definitions

- A. **"Agreement"** shall mean the Joint Powers Authority agreement.
- B. **"Board"** shall mean the twenty-three (23) member Board of Directors;
- C. **"Operations Committee"** shall mean the Operations Committee identified in Section 6.2 of the Bylaws.
- D. **"Finance Committee"** shall mean the Finance Committee identified in Section 6.3 of the Bylaws.
- E. **"Quorum"** shall mean a majority of the Board Members, which is twelve (12) Board Members.
- F. **"Member"** shall mean the public agencies of Alameda and Contra Costa Counties that are signatories.
- G. **"Represented Organization"** shall mean Alameda County's and Contra Costa County's respective Police Chiefs Association, Fire Chiefs Association, Public Managers Association, County Mayors Association, and Special District Association.
- H. **"Subscriber"** shall mean any public agency or non-governmental entity that is not eligible to become a Member but uses the Authority's interoperable communications services as their primary source of radio communications, and is approved by the Board.

- I. **“Mutual Aid Partner”** shall mean any entity that supports a member agency in pre-planned or dynamic incidents that has permission to use the EBRCS to aid a member or subscriber agency (e.g., the California Highway Patrol (CHP) and Bay Area Rapid Transit District (BART) are mutual aid partners).

## **Article II: Principal Office**

Section 2.1. The principal office for the transaction of business of the Authority is located at:

Alameda County Office of Homeland Security and Emergency Services  
4985 Broder Blvd.  
Dublin, CA 94568

## **Article III: Membership**

### Section 3.1. Members

The counties of Alameda and Contra Costa and the incorporated cities and towns and special districts within the two counties are eligible for membership in the Authority.

All public agencies eligible for membership become Members upon execution of all agreements and certifications required by State law and the Authority and payment of the initial assessment and annual fee. All Members shall pay an annual fee to maintain their participation.

Any Member is eligible to have a representative serve on the Board of Directors of the Authority as a representative of one of the groups identified in Section 4.1.

Elected or appointed officials and employees of Members may attend meetings of the Board of Directors as members of the public but, other than a Member’s representative on the Board of Directors, shall not be entitled to vote or participate in discussion.

### Section 3.2. Subscribers

Subject to the approval of the Board of Directors, any public agency or non-governmental entity that is not eligible to become a Member but uses the EBRCS as their primary source of radio communications may participate in the Authority as a Subscriber. Subscribers must execute all agreements and certifications required by State law and the Authority and pay the initial assessment and annual fee. All Subscribers shall pay an annual fee to maintain their participation.

Subscribers may attend meetings of the Board of Directors as members of the public but shall not be entitled to vote or participate in discussion.

### Section 3.3. Mutual Aid Partners

Mutual Aid Partners are other entities that occasionally use the Authority's system in support of a member or subscriber agency. Mutual Aid partners include, but are not limited to, the CHP, BART, Cal Fire, and other neighboring governmental entities. A Mutual Aid Partner is one that does not use the Authority's system as their primary source for radio communications.

## **Article IV: Board of Directors**

Section 4.1. The Authority shall be governed by a Board of Directors (hereafter the "Board") comprising twenty-three (23) Directors.

Board composition shall be as follows:

- A. One (1) Director from each county representing each of the following (total 10 Directors)
  - Board of Supervisors
  - Police Chiefs Association (selected by the Association)
  - Fire Chiefs Association (selected by the Association)
  - County Administrator (or designee)
  - County Sheriff (or designee)
- B. Three (3) Directors from each county representing each of the following (total 12 Directors)
  - City Managers (selected by Public Managers Association)
  - City Elected Officials (selected by County Mayors Conference)
- C. One (1) Director representing a Special District (selected by Association)

Each Director shall serve at the pleasure of the appointing entity and may be removed by the appointing entity at any time without notice.

Section 4.2 Each Director position shall have an Alternate, who will serve in the absence of their respective Director and exercise all duties and responsibilities thereof. For represented bodies with three Director positions (e.g., City Managers), Alternates are not designated to a specific Director and may serve in the absence of any of the three Directors. For the term of their service, Directors and Alternates must be employees or elected officials of a Member.

Section 4.3 Only Directors and Alternates are eligible to represent their respective organizations. An Alternate may only participate in discussions or vote at a meeting when a Director is absent or the Director position is vacant. Each Director and Alternate shall serve

at the pleasure of the represented organization and may be removed by the represented organization at any time without notice. An Alternate may not participate and/or vote at a meeting attended by the appointed Director.

Section 4.4. The Directors shall represent the Members' legislative bodies (as defined by the Brown Act) and be appointed as set forth in Section 4.1.

Section 4.5. A resignation or termination of a Director or Alternate shall be in writing and filed with the Authority's Executive Director.

Section 4.6. Director and Alternate vacancies shall be timely filled by the applicable appointing body, and officer vacancies shall be timely filled by the applicable electing or appointing body.

Section 4.7. Directors and Alternates on the Board shall receive no compensation or reimbursement for expenses from the Authority.

## **Article V: Officers**

Section 5.1. The officers of the Authority shall be the Chair and Vice Chair of the Board. During their term of service, the Chair and Vice Chair must be representatives from different counties (i.e., one from Alameda and the other from Contra Costa).

Section 5.2. The Chair and Vice Chair must be Directors. They have the following responsibilities and duties:

- a) Preside over the meetings of the Board;
- b) Appoint the members of each Board standing committee;
- c) Regularly consult with the Executive Director on operational and financial matters on behalf of the Board;
- d) Appoint members to Board ad hoc committees;
- e) Review and approve the agendas for Board and standing committee meetings.

In the absence of the Chair, the Vice Chair presides at Board meetings.

Section 5.3. The Chair and Vice Chair shall be elected (or re-elected) annually by the Board from among its membership. The annual election occurs at the December Board meeting, during which Board members may nominate candidates for the two seats. The newly elected Chair and Vice Chair assume office at the end of the meeting.

Section 5.4 The Board may elect other officers as deemed necessary to conduct the Authority's affairs.

## **Article VI: Committees of the Board**

Section 6.1. To efficiently manage the Authority's operations and financial matters, the Board of Directors has established two standing committees: Operations Committee and Finance Committee. In addition, the Board may establish new standing committees and/or ad hoc committees or working groups.

The standing committees meet prior to each regular Board meeting and work closely with the Executive Director to review and assess operational, technical and financial issues and make recommendations to the Board. The committee meetings for the calendar year are set by the Board at the December Board meeting.

Committee membership comprises Directors who have relevant knowledge and/or experience in public safety operations, public safety radio technologies and practices, or government finance. Ideally, committee membership also reflects the diverse geographies of the two counties and the Member agencies. Committee members are appointed by the Board Chair. Committee Alternates should be Directors when feasible.

Section 6.2. Operations Committee: The Operations Committee will have seven (7) members and be responsible for review of system operational and technical issues including but not limited to the review and support of the existing technology, system upgrades, and implementation of new technology. As needed, the Operations Committee can seek the input of technical experts and may form ad hoc working groups to support its work. The Operations Committee provides recommendations to the Board.

Operations Committee Representation:

- 2 Police Chiefs (one from each county)
- 2 Fire Chiefs (one from each county)
- 2 Sheriffs (one from each county)
- 1 Special District

Section 6.3. Finance Committee: The Finance Committee will have seven (7) members and be responsible for the development of a budget, and review of financing options in order to develop a financing plan. The committee will also develop recommendations for subscriber unit pricing to account for the ongoing operations, upgrades and replacement. The Finance Committee provides recommendations to the Board.

Finance Committee Representation:

- 2 City Managers (one from each county)
- 2 Elected Officials (one from each county)
- 2 County Administrators (one from each county)
- 1 At-Large Member from the Board

## **Article VII: Meetings**

Section 7.1. The procedures for Board meetings will follow the Ralph M. Brown Act (Government Code 5490 et seq.) and Roberts Rules of Order and shall be as follows:

- a) Regular Meetings. The Board shall by resolution establish the number of regular meetings to be held each year and the date, hour and location at which such regular meetings shall be held. The Board shall meet sufficiently to adopt the annual budget and elect its officers.
- b) Special Meetings. Special meetings of the Board may be called in accordance with the Brown Act's noticing and meeting requirements.
- c) Minutes. The Secretary to the Board shall cause minutes of all meetings of the Board to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director, the Members, and other parties upon request.
- d) A majority of the Board shall constitute a quorum for the transaction of business. Except as provided in Article XIII below, actions of the Board shall require the affirmative vote of a majority of the members present.
- e) Standing committee meetings shall comply with the Brown Act, and as such are open to the public, meeting agendas are to be publicly noticed, and a quorum of committee members must be present at a meeting for the committee to meet and take action.

Section 7.2. Board and Committee meetings will be posted on the web site and meeting notices will be sent to Board and Committee members and Alternates by email.

## **Article XIII: Administration**

Section 8.1. The EBRCSA uses a consultant and vendor model to facilitate the operations of the Authority. Consultants consist of the Executive Director, Secretary to the Board and General Counsel who are compensated based on the terms of their contract and have no direct or inferred employee rights.

Section 8.2. Executive Director: The day-to-day management and administration of the Authority is handled by the Executive Director, who is an independent consultant or specialized vendor appointed by the Board.

The Executive Director's responsibilities include the acquisition of equipment and financing opportunities, general and financial administration of the Authority, Board and Committee meetings administration, recordkeeping, facility operations, and administration of other contract consultants.

The Executive Director is authorized by the Board of Directors to convene technical advisors to inform and educate the Executive Director, the Committees and the Board on all matters concerning the EBRCS and the Authority. The Executive Director will be appointed by a majority of the Board and may be removed in accordance with their contract.

Section 8.3. Secretary to the Board: The Secretary to the Board is interviewed and recommended for Board approval by the Executive Director. The Board approves the Secretary to the Board's contract. The Secretary to the Board is managed by the Executive Director. The Secretary to the Board's responsibilities are:

- a) Produce and distribute/post the minutes of Board and Committee meetings in compliance with the Ralph M. Brown Act and Board-adopted procedures.
- b) Manage roll call during Board meetings and verify quorum for the Chair or Vice-Chair.
- c) Maintain the roster of Board members.
- d) Maintain the records for the annual filing requirements for Board Directors, Alternates, and the Executive Director, as required by the Political Reform Act of 1974.
- e) Maintain updated content on the Authority website.

Section 8.4. The General Counsel of the Authority reports to and contracts directly with the Board. The General Counsel provides legal advice to the Executive Director and Board on matters related to the operations, governance, and management of the Authority. The General Counsel will be appointed by a majority of the Board and may be removed in accordance with their contract.

## **Article IX: Finances**

The Authority uses the Alameda County Auditor-Controller as its fiduciary. The Alameda County Auditor-Controller provides reports to the Board and advises the Executive Director and Board on matters related to the fiscal management of the Authority.

Section 9.1. The financial system of the Authority shall be kept as specified in California Government Code Sections 6505 and 6505.5.

Section 9.2. The Board shall adopt an annual budget no later than June 30th of each year.

Section 9.3. Purchasing for the Authority shall be administered by the Executive Director, pursuant to the purchasing procedures of a charter county (Alameda County) as listed in State statute and shall be executed by the Alameda County Auditor/Controller's Office, within budgetary amounts.

#### **Article X: Legal Notices**

All legal notices required by the Government Code shall be published in accordance with the policies of Alameda County.

#### **Article XI: Amendments**

These Bylaws may be amended from time to time by a resolution of the Board. Amendments shall be ratified by a 2/3 majority (15 votes in the affirmative) of the Board.

#### **Article XII: Indemnification**

The Authority shall acquire such insurance protection as is necessary to protect the interest of the Authority and its Members. The Authority shall assume the defense of and indemnify and save harmless the Members and their governing bodies, officers, agents, and employees from all claims, losses, damages, costs, injury, and liability of every kind, nature, and description directly or indirectly arising from the performance of any of the activities of the Authority or the activities undertaken.



## EBRCSA Proposed Bylaw Changes

Unedited 2011 Version	Proposed Changes
<p>The East Bay Regional Communications System Authority (hereafter the "Authority") is a cooperative agency voluntarily established by its members pursuant to the Joint Exercise of Powers Act of the Government Code of the State of California, for the purpose of acquiring, planning, designing, constructing, operating and maintaining a P25 compliant or equivalent communications system serving Alameda and Contra Costa Counties and their individual political jurisdictions.</p>	<p>The East Bay Regional Communications System Authority (hereafter the "Authority") is a cooperative agency voluntarily established by its members pursuant to the Joint Exercise of Powers Act of the Government Code of the State of California, for the purpose of acquiring, financing, planning, designing, constructing, operating and maintaining a reliable P25-compliant or equivalent communications system serving Alameda and Contra Costa counties, their individual political jurisdictions and other affiliated entities.</p>
<p>Pursuant to Section 11 of the Joint Exercise of Powers Agreement for the Authority (hereafter the "Agreement") dated September 11, 2007, by and between the following members:</p> <p>Alameda County, Contra Costa County, Alameda, Albany, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Pleasanton, San Leandro, Union City, Brentwood, Clayton, Concord, Danville, El Cerrito, Hercules, Martinez, Moraga, Oakley, Pittsburg, Pinole, Pleasant Hill, Richmond, San Pablo, San Ramon, Walnut Creek, Kensington Police Community Services District, San Ramon Valley Fire Protection District, Rodeo- Hercules Fire Protection District, East Bay Regional Parks District</p> <p>These By-Laws were adopted by the Board of Directors for the Authority by Resolution No. 07-5 adopted on December 7, 2007</p>	<p>These Bylaws were adopted initially on December 7, 2007 by the Board of Directors of the Authority by Resolution No. 07-5 and pursuant to Section 11 of the Joint Exercise of Powers Agreement of the Authority (hereafter the "Agreement"), dated September 11, 2007. These Bylaws were amended by the Board of Directors of the Authority in 2008 by Resolution No. 08-14, in 2009 by Resolution No. 09-03, in 2010 by Resolution No. 10-08, and in 2011 by Resolution No. 11-19.</p>

Unedited 2011 Version	Proposed Changes
<p>Article I: Definitions</p> <ul style="list-style-type: none"> <li>A. <b>"Agreement"</b> shall mean the Joint Powers Authority agreement</li> <li>B. <b>"Board"</b> shall mean the 23 member Board of Directors</li> <li>C. <b>"Operations Committee"</b> shall mean the Operations Committee identified in Section 8.1 of the Bylaws</li> <li>D. <b>"Finance Committee"</b> shall mean the Finance Committee identified in Section 8.1 of the Bylaws</li> <li>E. <b>"Quorum"</b> shall mean a majority of the Board Members (12)</li> <li>F. <b>"Technical Advisory Committee"</b> shall mean the Technical Advisory Committee identified in Article VIII, Section 8.1 of the Bylaws</li> </ul>	<p>Article I: Definitions</p> <ul style="list-style-type: none"> <li>A. <b>"Agreement"</b> shall mean the Joint Powers Authority agreement</li> <li>B. <b>"Board"</b> shall mean the 23-member Board of Directors</li> <li>C. "Operations Committee" shall mean the Operations Committee identified in Section 8.X of the Bylaws</li> <li>D. <b>"Finance Committee"</b> shall mean the Finance Committee identified in Section 8.X of the Bylaws</li> <li>E. <b>"Quorum"</b> shall mean a majority of the Board Members (12) or Committee</li> <li>F. <b>"Member"</b> shall mean the public agencies of Alameda and Contra Costa Counties that are signatories.</li> <li>G. <b>"Subscriber"</b> Subject to the approval of the Board of Directors, any public agency or non-governmental entity that is not eligible to become a Member but uses the Authority's interoperable communications services as their primary source of radio communications may participate in the Authority as a Subscriber. Subscribers must pay the initial assessment and annual subscriber fees.</li> <li>H. <b>"Mutual Aid Partner"</b> shall mean any entity that supports a member agency in pre-planned or dynamic incidents that has permission to use the EBRCS to aid a member or subscriber agency (e.g. The California Highway Patrol (CHP) and Bay Area Rapid Transit District (BART) are mutual aid partners).</li> </ul>
<p>Article II: Principal Office</p> <p><u>Section 2.1.</u> The principal office for the transaction of business of the Authority is hereby fixed and located at: Alameda County Office of Homeland Security and Emergency Services 4985 Broder Blvd. Dublin CA. 94568</p>	<p>Article II: Principal Office</p> <p><u>Section 2.1.</u> The principal office for the transaction of business of the Authority is: Alameda County Office of Homeland Security and Emergency Services 4985 Broder Blvd. Dublin, CA 94568</p>
<p><b>Article III: Notice</b></p> <p><u>Section 3.1.</u> Notice from one member agency to another shall be given as provided in Section I of the Agreement. Member agencies may change the address to which notices shall be sent by giving notice of such change to all other member agencies at least thirty (30) days prior to the effective date of such change.</p>	<p><u>Section 3.1.</u> Deleted</p> <p>.</p>

Unedited 2011 Version	Proposed Changes
	<p><b>Article III: Membership (New Section)</b></p> <p><b><u>Section 3.1 Members</u></b></p> <p>The counties of Alameda and Contra Costa and the incorporated cities and towns and special districts within the two counties are eligible for membership in the Authority.</p> <p>All public agencies eligible for membership become Members upon execution of the Project Operating Agreement and payment of the initial and annual fees.</p> <p>Any Member is eligible to have a representative serve on the Board of Directors of the Authority as a representative on one of the groups identified in Section 4.1.</p> <p>Members may attend meetings of the Board of Directors as a member of the public but shall not be entitled to vote or participate in discussion.</p> <p>Section 3.2. Subscribers</p> <p>Subject to the approval of the Board of Directors, any public agency or non-governmental entity that is not eligible to become a Member but uses the Authority's interoperable communications services as their primary source of radio communications may participate in the Authority as a Subscriber. Subscribers must pay the initial assessment and annual subscriber fees.</p> <p>Subscribers may attend meetings of the Board of Directors as members of the public but shall not be entitled to vote or participate in discussion.</p> <p>Section 3.3. Mutual Aid Partners</p> <p>Mutual Aid Partners are other entities that occasionally use the EBRCS system in support of a member or subscriber agency. Mutual Aid partners include, but are not limited to, the CHP, BART, Cal Fire, and other neighboring governmental entities. A mutual aid partner does not use the EBRCSA system as their primary source for radio communications</p>

Unedited 2011 Version	Proposed Changes
<p><b>Article IV: Board of Directors</b></p> <p><u>Section 4.1.</u> The Authority shall be governed by a Board of Directors (hereafter the "Board") consisting of twenty-three (23) Directors. Each Director shall have an alternate that will be appointed by their representative organization. Alternates, once selected, can serve to fill any vacancy of a Director for their represented organization/county.</p> <p>Directors and their alternates shall, at the time of their appointment and for the duration of their service on the Board, be employees or officers of their member agencies.</p> <p>Alternates shall serve as Directors in the absence of their respective Directors and shall exercise all duties and responsibilities thereof. Each Director and each alternate shall serve at the pleasure of the appointing entity and may be removed by the appointing entity at any time without notice.</p> <p><u>Section 4.2.</u> The Directors shall represent the entities and be appointed as set forth in Section <u>6a</u> of the Agreement.</p> <p><u>Section 4.3.</u> A resignation of a Director or alternate shall be in writing and filed with the East Bay Regional Communications System Executive Director.</p> <p><u>Section 4.4.</u> The alternate may not participate and/or vote at a meeting attended by the appointed Board member.</p> <p><u>Section 4.5.</u> Directors and alternates are the only ones eligible to represent their Board position including participation and voting at the Board of Directors meetings.</p> <p><u>Section 4.6.</u> Director and alternate vacancies shall be timely filled by the applicable appointing entity, and officer vacancies shall be timely filled by the applicable electing or appointing entity.</p> <p><u>Section 10.1.</u> Directors and alternates representing the authority shall receive reimbursement for any actual expenses incurred for travel directly related to the business of the authority. There will be no per diem or travel reimbursement for attending Board of Directors or committee meetings. The Board will adopt the reimbursement policies of Alameda County.</p>	<p><b>Article IV: Board of Directors</b></p> <p><u>Section 4.1.</u> The Authority shall be governed by a Board of Directors (hereafter the "Board") consisting of twenty-three (23) Directors. Each Director shall have an alternate that will be appointed by their representative organization. Once selected, Alternates, can serve to fill any vacancy of a Director for their represented organization/county. Only Directors and Alternates are eligible to represent their Board position including participation and voting at the Board of Directors meetings.</p> <p>Per Section 6a of the Agreement, Board composition shall be as follows:</p> <ul style="list-style-type: none"> <li>• One (1) Director from each county representing each of the following (total 10 Directors) <ul style="list-style-type: none"> <li>○ Board of Supervisors</li> <li>○ Police Chiefs Association (selected by the Association)</li> <li>○ Fire Chiefs Association (selected by the Association)</li> <li>○ County Administrator (or designee)</li> <li>○ County Sheriff (or designee)</li> </ul> </li> <li>• Three (3) Directors from each county representing each of the following (total 12 Directors) <ul style="list-style-type: none"> <li>○ City Managers (selected by Public Managers Association)</li> <li>○ City Elected Officials (selected by County Mayors Conference)</li> </ul> </li> <li>• One (1) Director representing a Special District (selected by Association)</li> </ul> <p><u>Section 4.2.</u> Each Director position shall have an Alternate, who will serve in the absence of their respective Director and exercise all duties and responsibilities thereof. For represented bodies with three Director positions (e.g., City Managers), Alternates are not designated to a specific Director and may serve in the absence of any of the three Directors. For the term of their service, Directors and Alternates must be employees or elected officials of a member agency.</p> <p><u>Section 4.3.</u> Only Directors and Alternates are eligible to represent their respective organizations. An Alternate may only participate in discussions or vote at a meeting when a Director is absent. Each Director and Alternate shall serve at the pleasure of the represented organization and may be removed by the organization at any time without notice.</p> <p><u>Section 4.4.</u> Directors and alternate vacancies shall be timely filled by the applicable appointing body. A resignation or termination of a Director or alternate shall be in writing and filed with the Executive Director.</p> <p><u>Section 4.5.</u> Directors and alternates representing the authority shall receive no compensation or reimbursement</p>

Unedited 2011 Version	Proposed Changes
<p><b>Article V: Presiding Officers</b></p> <p><u>Section 5.1.</u> The officers shall be a Chair, and Vice-Chair. The duties, and term, as applicable, are as set forth in Section 6 Administration c. Procedures (<i>Procedures.</i>(1) <i>The Board shall elect annually a Chair from among its membership to preside at meetings and shall select a Secretary who may, but need not, be a Director. The Board may, from time to time, elect such other officers as the Board shall deem necessary or convenient to conduct the affairs of the Authority.</i>) of the Agreement. In the absence of the Chair, the Board shall be presided over by the Vice-Chair, who shall be elected annually from among the Board's membership. The election of the Chair and Vice Chair will be accomplished pursuant to the process outlined in Section 5.3 of the Bylaws. The Board will appoint a Secretary as set forth 6.c of the Agreement to provide minutes of the meetings, as outlined in Section 6. Administration b. Meetings (4) ( <i>4) Minutes. The Secretary of the Authority shall cause minutes of all meetings of the Board to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director, the Members, and other parties upon request.</i>) of the Agreement. The Secretary will not be a Board member.</p> <p><u>Section 5.2.</u> The positions of Chair and Vice Chair will be filled by a representative from each county. If the Chair is from Alameda County, the Vice Chair will be from Contra Costa. If the Chair is from Contra Costa, the Vice Chair will be from Alameda.</p> <p><u>Section 5.3</u> The Board of Directors will receive nominations from sitting members of the Board to fill the positions of Chair and Vice Chair at a meeting of the Board. The Board will vote on the nominations for Chair and Vice Chair following Robert's Rules of Order. The newly elected Chair and Vice Chair will assume their positions at the conclusion of the meeting, and will continue in the positions for one year.</p>	<p><b>Article V: Officers</b></p> <p><u>Section 5.1.</u> The officers of the Authority shall be the Chair and Vice Chair of the Board of Directors. During their term of service, the Chair and Vice Chair must be representatives from different counties (i.e., one from Alameda and the other from Contra Costa).</p> <p><u>Section 5.2</u> The Chair and Vice Chair must be Directors. They have the following responsibilities and duties:</p> <ul style="list-style-type: none"> <li>a) Preside over the meetings of the Board</li> <li>b) Appoint the members of standing Board committees</li> <li>c) Regularly consult with the Executive Director on operational and financial matters on behalf of the Board</li> <li>d) Review and approve the agendas for Board and standing committee meetings</li> </ul> <p>In the absence of the Chair, the Vice Chair presides at Board meetings.</p> <p><u>Section 5.3.</u> The Chair and Vice Chair shall be elected (or re-elected) annually by the Board from among its membership. The annual election occurs at the December Board meeting, during which Board members may nominate candidates for the two seats. The election is conducted following the procedures established in Robert's Rules of Order. The newly elected Chair and Vice Chair assume office at the end of the meeting.</p> <p><u>Section 5.4.</u> The Board may elect other officers as deemed necessary to conduct the Authority's affairs.</p>

Unedited 2011 Version	Proposed Changes
<p>Article VI: Meetings</p> <p><u>Section 6.1.</u> The procedures for Board meetings shall be as set forth in Section 6 Administration b. Meetings.</p> <p><i>b. Meetings.</i></p> <ol style="list-style-type: none"> <li>(1) <i>Regular Meetings. The Board shall by resolution establish the number of regular meetings to be held each year and the date, hour and location at which such regular meetings shall be held; provided, that the Board shall meet at least once every year.</i></li> <li>(2) <i>Special Meetings. Special meetings of the Board may be called in accordance with the provisions of the Ralph M. Brown Act (Government Code Section 54950 et seq.).</i></li> <li>(3) <i>Conduct of Meetings. All meetings of the Board shall be held in accordance with the Ralph M. Brown Act (Government Code Section 54950 et seq.).</i></li> <li>(4) <i>Minutes. The Secretary of the Authority shall cause minutes of all meetings of the Board to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director, the Members, and other parties upon request.</i></li> <li>(5) <i>Quorum. Twelve (12) Directors of the Board shall constitute a quorum for the transaction of business. Except as provided in Section 7 below, actions of the Board shall require the affirmative vote of a majority of the entire Board (i.e., twelve (12) affirmative votes).</i></li> </ol> <p><u>Section 6.2.</u> Committee meetings will be posted on the web site and meeting notices will be sent to Board members and alternates by email.</p> <p><u>Section 6.3.</u> Agendas and Minutes of all meetings will be posted on the web site.</p>	<p>Article VI: Meetings – changed to Article VII</p> <p><u>Section 7.1.</u> The procedures for Board meetings and Committees will follow the Ralph M. Brown Act (Government Code 5490 et seq.) and Robert’s Rules of Order and shall be as follows:</p> <ol style="list-style-type: none"> <li>a) Regular Meetings. The Board shall by resolution establish the number of regular meetings to be held each year and the date, hour and location at which such regular meetings shall be held. The Board shall meet sufficiently to adopt the annual budget and elect its officers.</li> <li>b) Special Meetings. Special meetings of the Board may be called in accordance with the Brown Act’s noticing and meeting requirements.</li> <li>c) Minutes. The Secretary to the Board shall cause minutes of all meetings of the Board to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director, the Members, and other parties upon request.</li> <li>d) A majority of the Board shall constitute a quorum for the transaction of business. Except as provided in Article XIII below, actions of the Board shall require the affirmative vote of a majority of the members present.</li> <li>e) Standing committee meetings shall comply with the Brown Act, and as such are open to the public, meeting agendas are to be publicly noticed, and a quorum of committee members must be present at a meeting for the committee to meet and take action.</li> </ol> <p><u>Section 7.2.</u> Board and Committee meeting notices, agendas and minutes will be posted on the web site and sent to Board and Committee members and alternates by email.</p>
<p>Article VII: Legal Notices</p> <p><u>Section 7.1.</u> All legal notices required by the Government Code shall be published in one or more newspapers of general circulation or posted according to state law.</p>	<p>Article VII: Legal Notices – changed to Section XI</p> <p>All legal notices required by the Government Code shall be published in accordance with the policies of the County of Alameda.</p>

Unedited 2011 Version	Proposed Changes
<p>Article VIII: Authority Organization</p> <p><u>Section 8.1.</u> In Section 5. Duties (f) <i>(f. To establish within six (6) months of the execution of this Agreement ad hoc operational and technical committees as necessary to consider and recommend to the Board of Directors system implementation issues.)</i> the Board is directed to form committees as necessary to provide recommendations and direction on issues relating to the EBRCS. In order to provide recommendations to the full Board of Directors on operational and financing issues, and provide day to day oversight, standing Operational and Finance committees will be formed as standing committees of the Board, and the committees will be required to follow the Brown Act. Agendas and minutes of the committee meetings will be made available on the web site. The committees will be made up of Board members and/or alternates, with representation and authority as listed below.</p> <p>In the event that neither a Board member nor his or her designated alternate can attend a committee meeting, alternates to the Finance and Operations Committees will be selected first by discipline from Board members or alternate Board members from the appropriate county. If the Executive Director receives notice of the absence of a committee member, the Executive Director will contact Board members or alternates from the appropriate discipline or county. If no one from the discipline is able to attend, the Executive Director will contact Board members and/or alternates from the appropriate county until a replacement can be found.</p>	<p>Article VIII: Committees of the Board – changed to Article VI</p> <p><u>Section 6.1.</u> To efficiently manage the Authority’s operations and financial matters, the Board of Directors has established two standing committees: Operations Committee and Finance Committee. In addition, the Board may establish new standing committees and/or ad hoc committees or working groups.</p> <p>The standing committees meet prior to each regular Board meeting and work closely with the Executive Director to review and assess operational, technical and financial issues and make recommendations to the Board. The committee meetings for the calendar year are set by the Board at the December Board meeting.</p> <p>Standing committee meetings are open to the public, meeting agendas are to be publicly noticed, and a quorum of committee members must be present at a meeting for the committee to take action.</p> <p>Committee membership comprises Directors and Alternates who have relevant knowledge and/or experience in public safety operations, public safety radio technologies and practices, or government finance. Ideally, committee membership also reflects the diverse geographies of the two counties and the Member agencies. Committee members are appointed by the Board Chair. Committee alternates should be primary members of the Board when feasible.</p>
<p>Operations Committee: The Operations Committee will have 7 members and be responsible for review of system operational and technical issues including but not limited to the review of existing technology, system upgrades, implementation of new technology, and provide support for the existing system implementation. The operations committee can appoint ad hoc committees when it needs to bring in additional expertise to address issues. The operations committee will also be able to approve expenditures up to \$25,000 without approval of the full Board of Directors. They will make recommendations to the Board through the Executive Director.</p> <p>Operations Committee Representation:  Board Chair or Vice Chair  2 Police Chiefs (one from each county)  2 Fire Chiefs (one from each county)  2 Sheriff's (one from each county)</p>	<p><u>Section 6.2.</u> Operations Committee: Comprising seven (7) members, the Operations Committee is responsible for the review of system operational and technical issues, including system upgrades, system capacity, new technology opportunities, and regulatory requirements. As needed, the Operations Committee can seek the input of technical experts and may form ad hoc working groups to support its work. The Operations Committee provides recommendations to the Board.</p> <p>Operations Committee Representation:</p> <ul style="list-style-type: none"> <li>• 2 Police Chiefs (1 from each county)</li> <li>• 2 Fire Chiefs (1 from each county)</li> <li>• 2 Sheriffs (1 from each county)</li> <li>• 1 Special District</li> </ul>

Unedited 2011 Version	Proposed Changes
<p>Finance Committee: The Finance Committee will have 8 members and be responsible for the development of a budget, and review of financing options in order to develop a financing plan. The committee will also develop recommendations for subscriber unit pricing to account for the ongoing operations, upgrades and replacement. The Finance Committee will also be able to approve expenditures up to \$25,000 without approval of the full Board of Directors. They will make recommendations to the Board on finance issues through the Executive Director.</p> <p>Finance Committee Representation:  Board Chair or Vice Chair  2 City Managers (one from each county)  2 Elected Officials (one from each county)  2 County (one from each county)  1 Special District</p>	<p><u>Section 6.3.</u> Finance Committee: The Finance Committee will have seven (7) members and be responsible for the development of a budget, and review of financing options in order to develop a financing plan. The committee will also develop recommendations for subscriber unit pricing to account for the ongoing operations, upgrades and replacement. They will make recommendations to the Board.</p> <p>Finance Committee Representation:</p> <ul style="list-style-type: none"> <li>• 2 City Managers (1 from each county)</li> <li>• 2 Elected City Officials (1 from each county)</li> <li>• 2 County Administrators (1 from each county)</li> <li>• 1 At-large representative of the Board of Directors</li> </ul>
<p>Technical Advisory Committee: The Technical Advisory Committee will have 10 to 20 members, consisting of Fire Protection, Law Enforcement and Radio Technicians constituting balanced representation of Alameda County and Contra Costa County, and the EBRCSA Executive Director, for the purpose of providing technical expertise and advice to the Operations Committee and/or the EBRCSA Board on operational decisions to be made in connection with implementation of the EBRCSA P-25 compliant or equivalent communications system.</p>	<p>Folded into Executive Director on the advice of Counsel</p>



Unedited 2011 Version	Proposed Changes
<p>Article IX: Staff</p> <p><u>Section 9.1.</u> There will be an Executive Director of the EBRCS who will be responsible for the general management, administration, direction and development of the Authority's operations and procedures on a daily basis, including grant applications, acquisitions of equipment, financial administration, meeting administration, recordkeeping, all facilities, employees, consultants, and their respective uses.</p> <p><u>Section 9.2.</u> The Executive Director will be appointed by a majority of the Board of Directors and may be removed by a majority of the Board of Directors.</p> <p><u>Section 9.3.</u> The Executive Director working through designated member agencies shall be responsible for employment practices, and the administration of all approved policies regarding employee compensation, leave, and other personnel matters. The Executive Director will bring to the Board a resolution adopting the personnel practices of one of the member agencies.</p> <p><u>Section 9.4.</u> The Executive Director, upon the approval of the Board Chair or Vice Chair, will be able to approve certain expenditures up to \$25,000 without approval of the full Board of Directors, the Operations Committee, or the Finance Committee. Any such expenditure will be reviewed at the next regularly scheduled meeting of the Finance Committee</p>	<p>Article IX: Administration – changed to Article VIII</p> <p><u>Section 8.1.</u> The EBRCSA uses a consultant and vendor model to facilitate the operations of the Authority. Consultants consist of the Executive Director, Secretary to the Board and General Counsel who are compensated based on the terms of their contract and have no direct or inferred employee rights.</p> <p><u>Section 8.2.</u> Executive Director: The day-to-day management and administration of the Authority is handled by the Executive Director, who is an independent consultant or specialized vendor appointed by the Board.</p> <p>The Executive Director's responsibilities include the acquisition of equipment and financing opportunities, general and financial administration of the Authority, Board and Committee meetings administration, recordkeeping, facility operations, and administration of other contract consultants.</p> <p>The Executive Director is authorized by the Board of Directors to convene technical advisors to inform and educate the Executive Director, the Committees and the Board on all matters concerning the EBRCS and the Authority. The Executive Director will be appointed by a majority of the Board and may be removed in accordance with their contract.</p> <p><u>Section 8.3.</u> Secretary to the Board: The Secretary to the Board is interviewed and recommended for Board approval by the Executive Director. The Board approves the Secretary to the Board's contract. The Secretary to the Board is managed by the Executive Director. The Secretary to the Board's responsibilities are:</p> <ol style="list-style-type: none"> <li>Produce and distribute/post the minutes of Board and Committee meetings in compliance with the Ralph M. Brown Act and Board-adopted procedures.</li> <li>Manage roll call during Board meetings and verify quorum for the Chair or Vice-Chair.</li> <li>Maintain the roster of Board members.</li> <li>Maintain the records for the annual filing requirements for Board Directors, Alternates, and the Executive Director, as required by the Political Reform Act of 1974.</li> <li>Maintain updated content on the Authority website.</li> </ol> <p><u>Section 8.4.</u> The General Counsel of the Authority reports to and contracts directly with the Board. The General Counsel provides legal advice to the Executive Director and Board on matters related to the operations, governance, and management of the Authority. The General Counsel will be appointed by a majority of the Board and may be removed in accordance with their contract.</p>

Unedited 2011 Version	Proposed Changes
<p>Article XI: Finances</p> <p><u>Section 11.1.</u> The financial system of the Authority shall be kept under the provisions as specified in California Government Code Sections 6505 and 6505.5.</p> <p><u>Section 11.2.</u> The budget shall be adopted as set forth in Section 6. Administration d.Fiscal Matters (4) Budget ((4) Budget. <i>The Board shall adopt a budget no later than one hundred twenty (120) days after the first meeting of the Board and no later than June 30th of each year thereafter.</i>) of the Agreement.</p> <p><u>Section 11.3.</u> Expenditures by the Authority may not exceed the final budget without a budgetary revision approved by a 2/3 vote of the Board.</p> <p><u>Section 11.4.</u> Purchasing for the Authority shall be administered by the Executive Director, pursuant to the purchasing procedures of a charter county (Alameda County) as listed in State statute and shall be authorized by the Authority's Auditor, within budgetary amounts.</p>	<p>Article XI: Finances – changed to IX</p> <p>The Authority uses the Alameda County Auditor-Controller as its fiduciary. The Alameda County Auditor-Controller provides reports to the Board and advises the Executive Director and Board on matters related to the fiscal management of the Authority.</p> <p><u>Section 9.1.</u> The financial system of the Authority shall be kept under the provisions as specified in California Government Code Sections 6505 and 6505.5.</p> <p><u>Section 9.2.</u> The Board shall adopt a budget no later than June 30th of each year</p> <p><u>Section 9.3.</u> Purchasing for the Authority shall be administered by the Executive Director, pursuant to the purchasing procedures of a charter county (Alameda County) as listed in State statute and shall be authorized by the Authority's Auditor, within budgetary amounts.</p>
<p>Article XII: Amendments</p> <p><u>Section 12.1.</u> These Bylaws may be amended from time to time by resolution of the Board. Amendments shall be ratified by a 2/3 majority of the Board of Directors.</p>	<p>Article XII: Amendments – changed to XI</p> <p>These Bylaws may be amended from time to time by resolution of the Board. Amendments shall be ratified by a 2/3 majority of voting members present at a duly noticed regular meeting.</p>
<p>Article XIII: Indemnification</p> <p>The Joint Powers Agreement addresses indemnification in Section 9. Indemnification</p> <p><i>9. Indemnification. The Authority shall acquire such insurance protection as is necessary to protect the interest of the Authority and its Members. The Authority shall assume the defense of and indemnify and save harmless the Members and their governing bodies, officers, agents, and employees from all claims, losses, damages, costs, injury, and liability of every kind, nature, and description directly or indirectly arising from the performance of any of the activities of the Authority or the activities undertaken pursuant to this Agreement.</i></p>	<p>Article XIII: Indemnification – changed to XII</p> <p>The Authority must maintain such insurance protection as necessary to protect the interest of the Authority and its Members. The Authority shall assume the defense of and indemnify and save harmless the Members and their governing bodies, officers, agents, and employees from all claims, losses, damages, costs, injury, and liability of every kind, nature, and description directly or indirectly arising from the performance of any of the activities of the Authority or the activities undertaken.</p>



## **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, Piedmont, 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

### **AGENDA ITEM NO. 5**

#### **AGENDA STATEMENT OPERATIONS COMMITTEE MEETING DATE: MAY 9, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** System Usage Report

#### **RECOMMENDATIONS:**

Receive report on system status

#### **SUMMARY/DISCUSSION:**

The following report updates the Operations Committee on relevant incidents during the past three months as well as overall system usage. In the past three months the Authority experienced one unexpected event that impacted system reliability. The incident was the result of microwave failure in the Emeryville area. The radio shop had a replacement part and was able to repair the issue in a timely manner.

The Cirrus Central (CC) program continues to show usage in the low 20% range. The most recent report is included with the committee agenda packet. Staff learned the radio system in Los Angeles experienced a 45% increase in system usage at the peak of the firestorms earlier this year. A spike of 45% while managing two simultaneous high-demand events indicates the current system design has sufficient capacity.

Staff recommends the Operations Committee receive the report.

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# System Utilization for CA East Bay RCS

Generated at: 04/20/2025 01:29 GMT-05:00

The report provides the average site resource utilization by call type. You can explore the data by site to help determine if you may need to modify your resources: add a new channel, provision the system differently, etc.

Time range

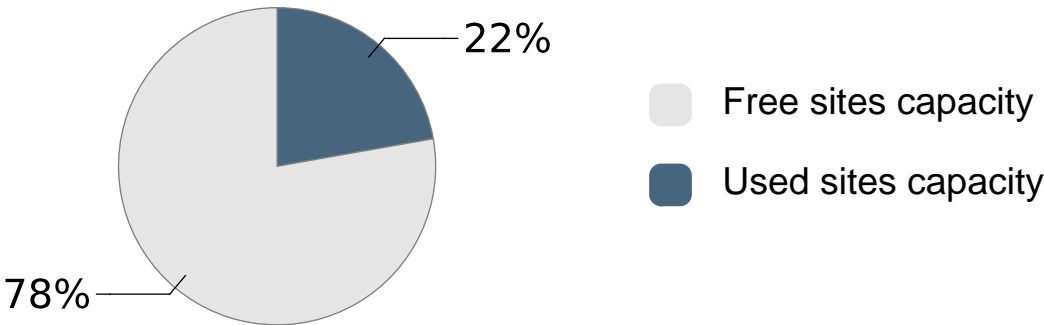
Context

04/13/2025 00:00 GMT-05:00

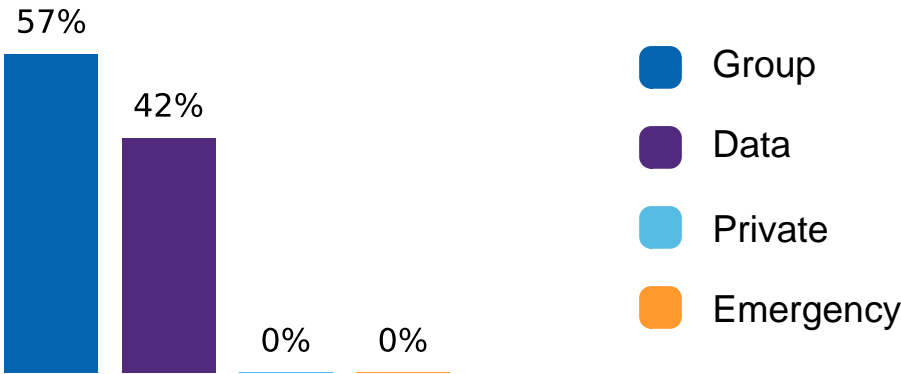
System

- 04/19/2025 23:59 GMT-05:00

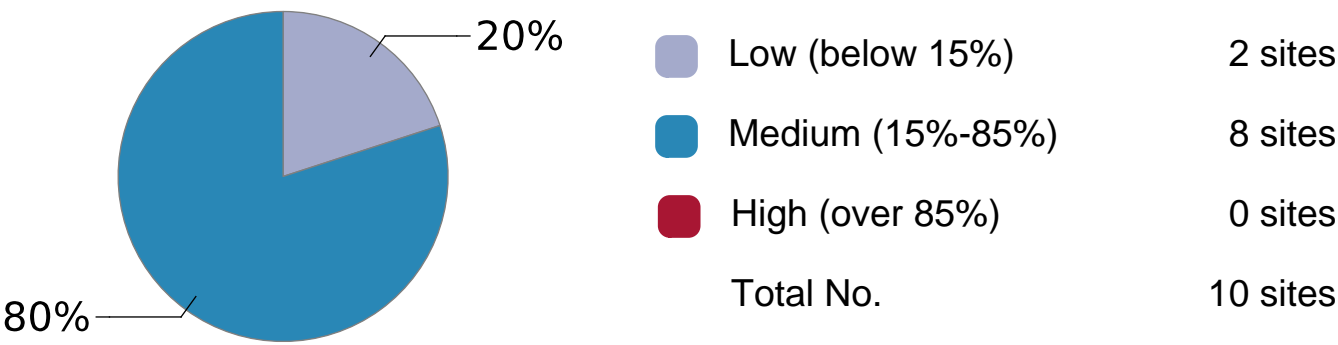
## Total utilization



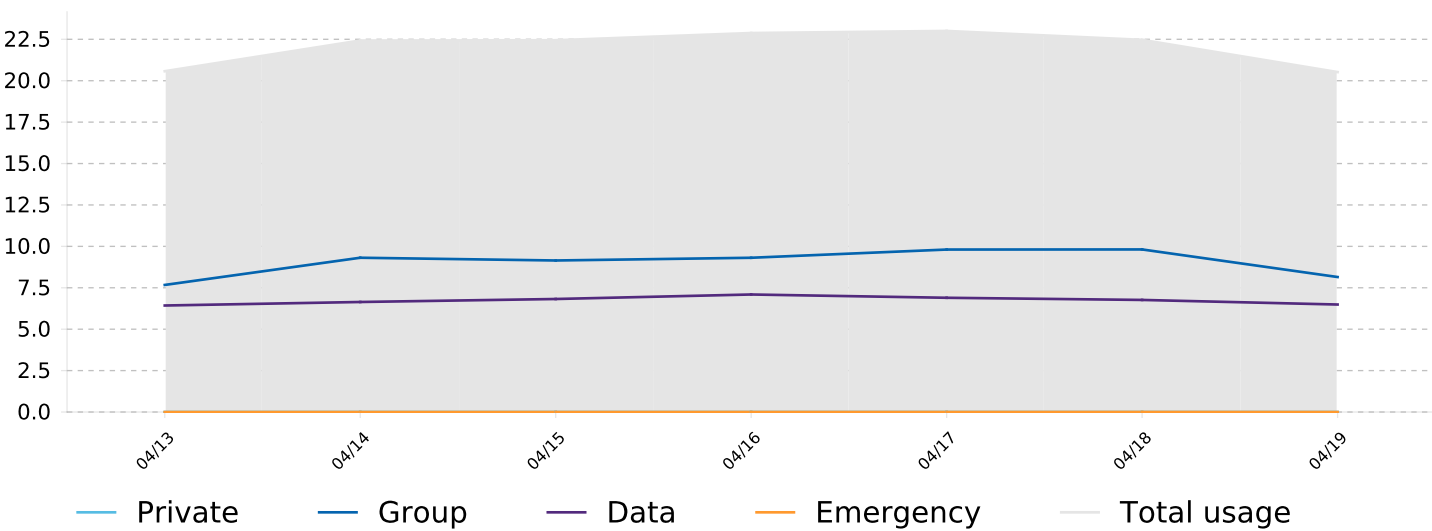
## Utilization by call



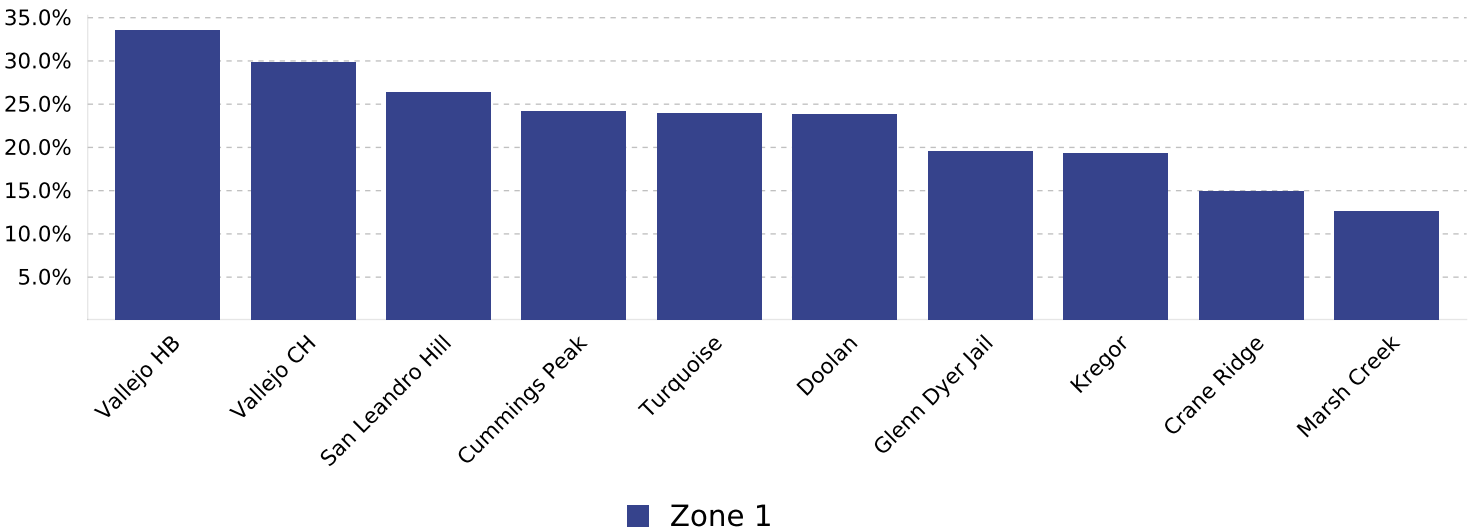
Site utilization level



System utilization over time



Highest utilization by site



System utilization by site

Site ID	Site alias	Zone ID	Available slots	Avg utilized slots	Total utilization %	by:	group calls	private calls	data calls	emergency calls
8	Marsh Creek	1	9	1.1	13 %		1.3	0	0.17	0
7	Crane Ridge	1	11	1.6	15 %		5.1	0	0.74	0
6	Kregor	1	19	3.7	19 %		5.8	0	8.2	0.01
4	Glenn Dyer	1	35	6.8	20 %		11	0	5.7	0.01
2	Doolan	1	23	5.5	24 %		11	0	8.4	0.01
3	Turquoise	1	19	4.6	24 %		6.7	0	8.4	0.01
5	Cummings	1	23	5.6	24 %		11	0	8.6	0.01
1	San Leandro	1	23	6.1	26 %		14	0	8.4	0.01
9	Vallejo CH	1	5	1.5	30 %		2.6	0	7.3	0.01
10	Vallejo HB	1	3	1	34 %		0.24	0	0.02	0



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### **AGENDA ITEM NO. 6**

#### **AGENDA STATEMENT OPERATIONS COMMITTEE MEETING DATE: MAY 9, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** Discuss and Recommend Radio Encryption Plan and Policy

#### **RECOMMENDATIONS:**

Discuss and recommend Radio Encryption Plan and Policy to the Board of Directors

#### **SUMMARY/DISCUSSION:**

On October 12, 2020, the California Department of Justice (CA DOJ) notified California law enforcement agencies that any radio communications containing confidential Criminal Justice Information (CJI) or Personal Identifying Information (PII) must be protected (Attachment 1). Several methods exist to protect CJI and PII with radio encryption being the most commonly used. Radio encryption with interoperability occurs through an encryption key. The encryption key allows other users with that key to transmit and receive on the encrypted talk group. The CA DOJ requires any encryption key be at a minimum 128-bit length with a strong preference for 256 bits. The EBRCSA informed member agencies of this requirement and purchased 256 AES encryption keys for the radio consoles in 2020.

Some agencies immediately purchased the encryption keys for their subscriber units; however, many agencies delayed their purchases for various reasons to include cost of the purchase and timing with radio replacement. The timing of encrypting primary radio channels was further complicated by proposed legislation that would have prevented agencies from using encrypted primary dispatch channels. The proposed legislation subsequently failed.

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## **East Bay Regional Communications System Authority**



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The radio shops installed the encryption keys on the consoles in early 2024 and anticipate completing the installation of the encryption keys on the subscriber units in August 2025. Once the encryption keys are installed, the EBRCSA will activate encryption system-wide and those without an authorized key will no longer be able to hear radio traffic on the newly encrypted channels. Staff anticipates that all law enforcement agencies will have purchased encryption keys by July 2025 allowing system-wide encryption to occur in August or September 2025.

The radio shops will test the encrypted talk groups prior to going live and will develop a training plan in partnership with the technical advisory workgroup and law enforcement agencies. The training will demonstrate how to access the encrypted channels and how to troubleshoot any related issues.

Understandably, the loss of publicly broadcasted radio traffic will be a cause for concern for some community members to include the media, radio scanner aficionados, and other members of the public. Encrypted radio traffic not only complies with CA DOJ requirement by providing security of CJI and PII, it also provides for security of law enforcement operations and enhances the safety of field personnel. Fire Department radio traffic will not be encrypted at this time.

The proposed radio encryption policy (Attachment 2) addresses the CA DOJ mandate by:

- Requiring the use of the 256-bit AES for all encrypted radio transmissions.
- Establishing guidelines for secure encryption key management.
- Outlining the responsibilities of EBRCSA member agencies in implementing encryption.
- Providing a framework for agencies that wish to maintain unencrypted channels under controlled circumstances.
- Addressing the need for both security and transparency.


The adoption of the proposed radio encryption policy is crucial for ensuring EBRCSA compliance with CA DOJ requirements and protecting sensitive information. The recommended implementation timeline is achievable, and the policy provides a framework for balancing security and transparency. The Executive Director requests the Operations Committee discuss the proposed policy and recommend a policy to the Board of Directors.

#### **Attachments:**

1. CA Department of Justice Memo
2. Draft Encryption Policy

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<p>California Department of Justice CALIFORNIA JUSTICE INFORMATION SERVICES DIVISION Joe Dominic, Chief</p> 	<h1>INFORMATION BULLETIN</h1>	
<p><i>Subject:</i></p> <p>Confidentiality of Information from the California Law Enforcement Telecommunications System (CLETS)</p>	<p><i>No.</i> 20-09-CJIS</p>	<p><i>Contact for information:</i></p> <p>CLETS Administration Section <a href="mailto:CAS@doj.ca.gov">CAS@doj.ca.gov</a> (916) 210-4240</p>
	<p><i>Date:</i> 10-12-2020</p>	

## TO: ALL CLETS SUBSCRIBING AGENCIES

Law enforcement and criminal justice agencies authorized by the California Department of Justice (CA DOJ) to access the CLETS must adhere to the requirements detailed in the CLETS Policies, Practices and Procedures (PPP) and in the Federal Bureau of Investigation (FBI) Criminal Justice Information Services (CJIS) Security Policy to ensure the confidentiality and integrity of the data therein.<sup>1</sup> More specifically, and as detailed further below, access to certain Criminal Justice Information (CJI) and Personally Identifiable Information (PII) must be limited to authorized personnel; and the transmission of such information must be encrypted. Although generally applicable, the information in this bulletin is particularly relevant to the radio transmission of protected data.

Allowable "access" to CJI and PII, derived from CLETS, is described in CLETS PPP section 1.6.4:

*Only authorized law enforcement, criminal justice personnel or their lawfully authorized designees may use a CLETS terminal or have access to information derived from CLETS. Any information from the CLETS is confidential and for official use only. Access is defined as the ability to hear or view any information provided through the CLETS.*

The FBI and the CA DOJ establish policies and procedures related to the usage and protection of CJI that govern the usage of the CLETS. The policies define CJI, classify them as restricted or unrestricted, and limit the amount and types of information that can be broadcast over unencrypted radio channels in order to protect sensitive CJI and PII.

Generally, PII is information that can be used to distinguish or trace an individual's identity, such as an individual's first name, or first initial, and last name in combination with any one or more specific data elements (see FBI CJIS Security Policy section 4.3.). Data elements include Social Security number, passport number, military identification (ID) number and other unique ID numbers issued on a government document. The most common data elements encountered during field operations include a driver license number or ID number.

The transmission of sensitive CJI and PII must be encrypted pursuant to the FBI CJIS Security Policy sections 5.10 and 5.13; and access may only be provided to authorized individuals as defined under the CLETS PPP and the FBI CJIS Security Policy.

<sup>1</sup> For reference, please refer to the CLETS PPP at <https://oag.ca.gov/sites/default/files/clets-ppp%2012-2019.pdf> and the FBI CJIS Security Policy at [https://www.fbi.gov/file-repository/cjis\\_security\\_policy\\_v5-9\\_20200601.pdf/view](https://www.fbi.gov/file-repository/cjis_security_policy_v5-9_20200601.pdf/view). See also Government Code section 15150 et seq. and California Code of Regulations, title 11, section 703.


Compliance with these requirements can be achieved using any of the following:

- Encryption of radio traffic pursuant to FBI CJIS Security Policy sections 5.10.1.2, 5.10.1.2.1, and 5.13.1. This will provide the ability to securely broadcast all CJI (both restricted and unrestricted information) and all combinations of PII.
- Establish policy to restrict dissemination of specific information that would provide for the protection of restricted CJI database information and combinations of name and other data elements that meet the definition of PII. This will provide for the protection of CJI and PII while allowing for radio traffic with the information necessary to provide public safety.

If your agency is not currently in compliance with the requirements outlined herein, please submit an implementation plan to the CA DOJ, CLETS Administration Section, no later than December 31, 2020. The plan must be on agency letterhead and signed by the Agency Head (e.g., Sheriff, Chief); include a detailed description of how radio communications will be brought into compliance (e.g., encryption), or how the risks will be mitigated through policy if unable to implement the required technology; and must include the projected timeline as to when the issue will be resolved.

For questions about this bulletin, contact the CLETS Administration Section at [CAS@doj.ca.gov](mailto:CAS@doj.ca.gov) or (916) 210-4240.

Sincerely,



JOE DOMINIC, Chief  
California Justice Information Services Division

For XAVIER BECERRA  
Attorney General

# EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY ADMINISTRATIVE POLICIES

<b>CONFIGURATION MANAGEMENT</b>	NUMBER	Page 1 of 1
	25-02	
	REVISION	SUPERSEDES 5.04.04
SUBJECT <b>ENCRYPTION POLICY</b>	APPROVED BY Board of Directors	EFFECTIVE DATE XX

## Preamble:

This policy outlines the East Bay Regional Communications System Authority's (EBRCSA) stance on the encryption of radio communications for its member agencies and subscribers, with specific consideration for the California Department of Justice (CA DOJ) recommendations concerning the protection of Criminal Justice Information (CJI) and Personally Identifiable Information (PII). EBRCSA is committed to providing a secure and interoperable communication platform for public safety agencies while balancing the need for operational effectiveness, officer safety, and transparency where appropriate.

## 1. Purpose:

This policy aims to:

- Ensure compliance with CA DOJ and federal regulations regarding the confidentiality and security of CJI and PII transmitted via radio.
- Provide guidelines for EBRCSA member agencies in implementing radio encryption.
- Promote interoperability among agencies while maintaining necessary security.

## 2. Scope:

This policy applies to all EBRCSA member agencies that utilize the EBRCSA radio system for voice and data communications. It covers all radio transmissions, including dispatch, tactical operations, and inter-agency communications.

## 3. Definitions:

- **Criminal Justice Information (CJI):** As defined by the FBI CJIS Security Policy, CJI is all data required for law enforcement agencies to perform their mission and to provide services.
- **Personally Identifiable Information (PII):** Information that can be used to distinguish or trace an individual's identity, such as name, address, Social Security number, etc.
- **Encryption:** The process of encoding communications to prevent unauthorized access.
- **EBRCSA:** East Bay Regional Communications System Authority
- **CA DOJ:** California Department of Justice
- **AES:** Advanced Encryption Standard

#### 4. CA DOJ Requirements:

EBRCSA acknowledges and incorporates the CA DOJ's mandate that law enforcement agencies protect CJI and PII. The CA DOJ requires agencies to either:

- Encrypt all radio traffic, or
- Implement policies and procedures that adequately protect CJI/PII without encryption.

#### 5. Encryption Standard:

EBRCSA mandates that all member agencies utilizing encryption on the EBRCSA system adhere to the following:

- **Algorithm:** Encryption must use the Advanced Encryption Standard (AES).
- **Key Length:** A minimum key length of 256-bit AES encryption is required.
- **Key Management:** Encryption keys must be securely generated, stored, distributed, and managed in accordance with industry best practices and legal requirements. County radio shops and agencies that maintain their own radios must have a documented key management policy.
- **Equipment:** Member agencies are responsible for ensuring that all radio equipment used for encrypted communications is compatible with the specified AES standard and key length.

#### 6. Policy for Unencrypted Communications:

EBRCSA recognizes that some agencies may have a need for unencrypted communications for certain operational purposes. However, given the CA DOJ mandate, strict controls are required.

- **Mitigation Plan:** The agency must develop a comprehensive plan to prevent the transmission of CJI and PII on unencrypted channels. This plan must include:
  - Specific policies and procedures for handling CJI/PII.
  - Alternative methods for transmitting sensitive information.

#### 7. Transparency and Public Access:

While ensuring the security of communications, EBRCSA acknowledges the importance of transparency and public access to information. EBRCSA recommends that member agencies:

- Develop policies for the release of information to the public and media, including:
  - Timely release of information after incidents, consistent with investigative needs and privacy laws.
  - Designated media channels or briefings.
  - Use of online platforms to disseminate information.

#### 8. Auditing and Compliance:

- Member agencies are responsible for maintaining records of training, and policy compliance.
- Radio shops are responsible for maintaining records of encryption key management compliance.





**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, Moraga-Orinda Fire District, Rodeo-Hercules Fire District, San Ramon Valley Fire District, University of California, Berkeley and California Department of Transportation

**AGENDA ITEM NO. 7**

**AGENDA STATEMENT  
OPERATIONS COMMITTEE  
MEETING DATE: MAY 9, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** Recommend Proposed FY2025/26 Operating and Capital Budget

**RECOMMENDATIONS:**

Discuss the proposed budget for Fiscal Year 2025/26.

**SUMMARY/DISCUSSION:**

The Alameda County Auditor's Office has prepared the proposed EBRCSA FY2025/26 Operating and Capital budget. Staff recommends this budget to the Finance Committee for review and discussion. The proposed operating budget is \$234,000 lower than FY24/25 based on a review of historical spending and anticipated spending for the coming year. The Executive Director is confident that the proposed budget has sufficient funds to cover normal operating expenses.

**RECOMMENDATION:**

It is recommended that the Operations Committee discuss the FY2025/26 budget prior to the Finance Committee recommendation to the Board of Directors.

**Attachments:**

1. Proposed Fiscal Year 2025/26 Budget
2. 10 Year Cash Flow Projection

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



## ***East Bay Regional Communications System Authority***



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### **HIGHLIGHTS:**

#### **REVENUES - \$10.14M**

- \$813,000 increase in revenues
  - Rates increased from \$31 per radio per month to \$34 per radio per month for members who do not pay service dues
  - No significant changes in membership or radio counts

#### **EXPENSES - \$11.08M**

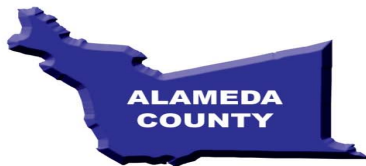
- \$234,000 decrease in operating expenses
  - \$117,000 net decrease in Motorola contract expenses
  - \$65,000 decrease in microwave maintenance to align with Aviat contract
- \$4.06M in capital outlay
  - \$1.87M for the TDMA and Microwave upgrades
  - \$1.75M for Walton Lane simulcast site
  - \$400,000 for Pearl radio shelter
  - \$45,000 for DC power upgrades
- \$650,000 in debt service

#### **CHANGE IN NET POSITION – decrease of \$940,000**

- Projected savings of \$4.59 million in net position when comparing FY24-25 budget to actual revenues and expenses
- Use of net position in FY25-26 decreases capital reserves by \$1.15 million

#### **PROJECTED RESERVES**

- Operating - \$1.59M
- Debt - \$1.00M
- Capital - \$12.66M
- Total - \$15.25M



# East Bay Regional Communications System Authority



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## BUDGET FISCAL YEAR 2025-26

### Operating revenues

Operating dues	\$ 8,266,000
Service dues	1,512,000
<b>Total operating revenues</b>	<b><u>9,778,000</u></b>

### Operating expenses

Administration	327,000
Audit fees	26,000
Contingency	100,000
Insurance	95,000
Lease	81,000
Legal	33,000
Licenses and permits	10,000
Membership fees	5,000
Maintenance	5,350,000
Security	39,000
Utilities	293,000
Website hosting	6,000
<b>Total operating expenses</b>	<b><u>6,365,000</u></b>

<b>Operating income</b>	<b>3,413,000</b>
Interest income	360,000
Capital outlay	(4,063,000)
Debt service	(650,000)
<b>Change in net position</b>	<b><u>\$ (940,000)</u></b>

Assumption:	Operating payments	12,600 radio count at \$34 per month per radio
		8,400 radio count at \$31 per month per radio
	Service payments	8,400 radio count at \$15 per month per radio

**EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY**  
**EXPENDITURE DETAIL**  
**FISCAL YEAR 2025-2026**

	<b>FY22-23</b>	<b>FY23-24</b>	<b>FY24-25</b>	<b>FY24-25</b>	<b>FY25-26</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Budget</b>	<b>Projected</b>	<b>Proposed</b>
<b>OPERATING EXPENSES</b>					
Administration					
Executive director	\$ 256,305	\$ 274,958	\$ 263,000	\$ 257,000	\$ 270,000
Administrative assistant	14,847	26,263	40,000	9,000	20,000
Training	-	-	30,000	-	20,000
Planning	-	-	-	-	-
Travel	300	-	7,000	-	7,000
Miscellaneous	34,936	2,718	13,000	4,000	10,000
Audit fees	17,820	19,305	26,000	20,000	26,000
Contingency	-	-	100,000	-	100,000
Insurance	72,168	83,699	108,000	87,000	95,000
Lease	69,050	71,644	81,000	74,000	81,000
Legal	14,694	76,242	33,000	14,000	33,000
Licenses and permits	-	1,752	20,000	2,000	10,000
Membership fees	9,194	9,025	13,000	2,000	5,000
Maintenance					
Astro maintenance	-	1,468,243	1,540,000	1,521,000	1,601,000
Astro SUA	-	1,358,657	1,410,000	1,386,000	1,436,000
MPLS	-	96,267	102,000	99,000	106,000
NICE SUA & Maintenance	-	320,560	310,000	283,000	310,000
MDR	-	288,099	305,000	299,000	315,000
Cirrus Central	-	-	-	-	62,000
Service agreement	1,098,062	-	-	-	-
Software maintenance (SUA II)	978,249	163,209	-	-	-
Network administration	266,380	-	280,000	-	-
HVAC maintenance	35,192	12,734	75,000	46,000	75,000
Generator maintenance	18,078	5,813	69,000	49,000	50,000
ALCO general maintenance	600,000	600,000	600,000	600,000	600,000
COCO general maintenance	251,133	495,498	345,000	266,000	345,000
CSI telecommunications	19,913	81,790	260,000	146,000	260,000
Microwave maintenance	33,245	63,511	215,000	85,000	150,000
Miscellaneous	4,086	7,467	20,000	18,000	40,000
Security	21,144	38,507	35,000	34,000	39,000
Utilities	181,381	210,581	293,000	235,000	293,000
Website hosting	3,400	3,400	6,000	3,000	6,000
<b>Total operating expenses</b>	<b>3,999,577</b>	<b>5,779,942</b>	<b>6,599,000</b>	<b>5,539,000</b>	<b>6,365,000</b>
<b>CAPITAL OUTLAY</b>					
Encryption Upgrade	1,395,783	149,600	-	-	-
Security	29,946	-	-	-	-
Control Station	27,531	-	-	-	-
Microwave Network Upgrade	865,690	96,188	866,000	-	-
Walton Lane Simulcast Site	-	-	1,746,000	-	1,746,000
TDMA/Microwave Upgrade	1,663,030	1,871,240	1,872,000	1,871,000	1,872,000
DC Power Upgrade	91,697	3,030	250,000	71,000	45,000
Dispatch Consoles	-	9,759	25,000	-	-
Pearl Radio Shelter	-	-	-	-	400,000
<b>Total capital outlay</b>	<b>4,073,677</b>	<b>2,129,817</b>	<b>4,759,000</b>	<b>1,942,000</b>	<b>4,063,000</b>
<b>DEBT SERVICE</b>					
Principal	532,000	553,000	585,000	577,000	600,000
Interest	115,006	93,390	65,000	73,000	50,000
<b>Total debt service</b>	<b>\$ 647,006</b>	<b>\$ 646,390</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>

1. TDMA Upgrade is the annual payment for the Change Order approved by the Board of Directors
2. DC Power Upgrade is an annual amount to replace the batteries in various locations



# EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY

## PROJECTED CASH RESERVE BALANCES

### FISCAL YEAR 2025-2026

	FY24-25 Final Budget	FY24-25 Projected	FY25-26 Budget
<b>Operating Reserve</b>			
Beginning balance	\$ 1,445,000	\$ 1,445,000	\$ 1,384,750
Operating dues	7,453,000	7,751,000	8,266,000
Interest	360,000	566,000	360,000
Operating expenses	(6,599,000)	(5,539,000)	(6,365,000)
Transfer to Capital Reserve	(1,009,250)	(2,838,250)	(2,054,500)
<b>Ending Balance</b>	<b>1,649,750</b>	<b>1,384,750</b>	<b>1,591,250</b>
<b>Debt Service Reserve</b>			
Beginning balance	1,000,000	1,000,000	1,000,000
Service dues	1,512,000	1,719,000	1,512,000
Debt service	(650,000)	(650,000)	(650,000)
Transfer to Capital Reserve	(862,000)	(1,069,000)	(862,000)
<b>Ending Balance</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>Capital Reserve</b>			
Beginning balance	11,843,000	11,843,000	13,808,250
Transfer from other reserves	1,871,250	3,907,250	2,916,500
Capital outlay	(4,759,000)	(1,942,000)	(4,063,000)
<b>Ending Balance</b>	<b>8,955,250</b>	<b>13,808,250</b>	<b>12,661,750</b>
<b>Total Reserve Balance</b>	<b>\$ 11,605,000</b>	<b>\$ 16,193,000</b>	<b>\$ 15,253,000</b>

1. Operating Reserve Balance is equal to 25% of operating expenses
2. Debt Reserve Balance is set to equal \$1,000,000 every fiscal year
3. Capital Reserve Balance is the projected remaining cash after the Operating and Debt Reserve requirements have been met

**EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY**  
**10 YEAR CASH FLOW PROJECTION**

**ATTACHMENT 2**

Operating Dues Rate (no service dues)	31	34	37	40	43	46	46	46	46	46	46
Operating Dues Rate (service dues)	31	31	31	46	46	46	46	46	46	46	46

	FY 2024-25 Projected	FY 2025-26 Budget	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast	FY 2029-30 Forecast	FY 2030-31 Forecast	FY 2031-32 Forecast	FY 2032-33 Forecast	FY 2033-34 Forecast	FY 2034-35 Forecast
<b>Operating Reserve</b>											
Balance - beginning	1,445,000	1,384,750	1,591,250	1,651,970	1,733,629	1,777,594	1,838,146	1,899,803	1,963,430	2,029,436	2,097,906
Receipts from members	8,317,000	8,626,000	9,079,000	11,045,000	11,498,000	11,952,000	11,952,000	11,952,000	11,952,000	11,952,000	11,952,000
Payments to suppliers	(5,539,000)	(6,365,000)	(6,607,880)	(6,934,516)	(7,110,376)	(7,352,583)	(7,599,211)	(7,853,719)	(8,117,744)	(8,391,626)	(8,674,359)
Transfer to Capital Reserve	(2,838,250)	(2,054,500)	(2,410,400)	(4,028,825)	(4,343,659)	(4,538,865)	(4,291,132)	(4,034,654)	(3,768,250)	(3,491,904)	(3,206,957)
<b>Balance - ending</b>	<b>1,384,750</b>	<b>1,591,250</b>	<b>1,651,970</b>	<b>1,733,629</b>	<b>1,777,594</b>	<b>1,838,146</b>	<b>1,899,803</b>	<b>1,963,430</b>	<b>2,029,436</b>	<b>2,097,906</b>	<b>2,168,590</b>

**Debt Service Reserve**

Balance - beginning	1,000,000	1,000,000	1,000,000	1,000,000	-	-	-	-	-	-	-
Service dues	1,719,000	1,512,000	1,512,000	-	-	-	-	-	-	-	-
Principal	(577,000)	(600,000)	(623,000)	-	-	-	-	-	-	-	-
Interest	(73,000)	(50,000)	(27,000)	-	-	-	-	-	-	-	-
Transfer to Capital Reserve	(1,069,000)	(862,000)	(862,000)	(1,000,000)	-	-	-	-	-	-	-
<b>Balance - ending</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Capital Reserve**

Balance - beginning	11,843,000	13,808,250	12,661,750	13,947,150	16,988,975	21,257,634	25,736,499	23,252,831	20,512,685	17,494,135	14,199,239
Transfer from other reserves	3,907,250	2,916,500	3,272,400	5,028,825	4,343,659	4,538,865	4,291,132	4,034,654	3,768,250	3,491,904	3,206,957
Capital	(1,942,000)	(4,063,000)	(1,987,000)	(1,987,000)	(75,000)	(60,000)	(6,774,800)	(6,774,800)	(6,786,800)	(6,786,800)	(6,786,800)
<b>Balance - ending</b>	<b>13,808,250</b>	<b>12,661,750</b>	<b>13,947,150</b>	<b>16,988,975</b>	<b>21,257,634</b>	<b>25,736,499</b>	<b>23,252,831</b>	<b>20,512,685</b>	<b>17,494,135</b>	<b>14,199,239</b>	<b>10,619,396</b>

<b>TOTAL RESERVE BALANCE</b>	<b>16,193,000</b>	<b>15,253,000</b>	<b>16,599,120</b>	<b>18,722,604</b>	<b>23,035,228</b>	<b>27,574,645</b>	<b>25,152,634</b>	<b>22,476,115</b>	<b>19,523,571</b>	<b>16,297,145</b>	<b>12,787,986</b>
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**SUPPLEMENTARY SCHEDULE FOR PAYMENTS TO SUPPLIERS**

Administration	(270,000)	(327,000)	(340,080)	(353,683)	(367,830)	(382,543)	(397,845)	(413,759)	(430,309)	(447,521)	(465,422)
Audit fees	(20,000)	(26,000)	(27,040)	(28,122)	(29,247)	(30,417)	(31,634)	(32,899)	(34,215)	(35,584)	(37,007)
Contingency	-	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Insurance	(87,000)	(95,000)	(98,800)	(102,752)	(106,862)	(111,136)	(115,581)	(120,204)	(125,012)	(130,012)	(135,212)
Legal	(14,000)	(33,000)	(34,320)	(35,693)	(37,121)	(38,606)	(40,150)	(41,756)	(43,426)	(45,163)	(46,970)
Lease	(74,000)	(81,000)	(84,240)	(87,610)	(91,114)	(94,759)	(98,549)	(102,491)	(106,591)	(110,855)	(115,289)
Licenses and permits	(2,000)	(10,000)	(10,400)	(10,816)	(11,249)	(11,699)	(12,167)	(12,654)	(13,160)	(13,686)	(14,233)
Membership fees	(2,000)	(5,000)	(5,200)	(5,408)	(5,624)	(5,849)	(6,083)	(6,326)	(6,579)	(6,842)	(7,116)
Maintenance											
Astro Maintenance	(1,521,000)	(1,601,000)	(1,677,000)	(1,731,000)	(1,801,000)	(1,855,030)	(1,910,681)	(1,968,001)	(2,027,041)	(2,087,852)	(2,150,488)
Astro SUA	(1,386,000)	(1,436,000)	(1,480,000)	(1,510,000)	(1,550,000)	(1,596,500)	(1,644,395)	(1,693,727)	(1,744,539)	(1,796,875)	(1,850,781)
MPLS	(99,000)	(106,000)	(110,000)	(115,000)	(130,000)	(133,900)	(137,917)	(142,055)	(146,317)	(150,707)	(155,228)
NICE SUA & Maintenance	(283,000)	(310,000)	(330,000)	(355,000)	(380,000)	(391,400)	(403,142)	(415,236)	(427,693)	(440,524)	(453,740)
MDR	(299,000)	(315,000)	(330,000)	(345,000)	(360,000)	(370,800)	(381,924)	(393,382)	(405,183)	(417,338)	(429,858)
Cirrus Central	-	(62,000)	(64,480)	(67,059)	(69,741)	(72,531)	(75,432)	(78,449)	(81,587)	(84,850)	(88,244)
HVAC	(46,000)	(75,000)	(78,000)	(81,120)	(84,365)	(87,740)	(91,250)	(94,900)	(98,696)	(102,644)	(106,750)
Generators	(49,000)	(50,000)	(52,000)	(54,080)	(55,563)	(57,786)	(60,097)	(61,821)	(64,294)	(67,546)	(70,248)
ALCO maintenance	(600,000)	(600,000)	(624,000)	(648,960)	(674,918)	(701,915)	(729,992)	(759,192)	(789,560)	(821,142)	(853,988)
COCO maintenance	(266,000)	(345,000)	(358,800)	(373,152)	(388,078)	(403,601)	(419,745)	(436,535)	(453,996)	(472,156)	(491,042)
CSI telecommunications	(146,000)	(260,000)	(270,400)	(281,216)	(292,465)	(304,164)	(316,331)	(328,984)	(342,143)	(355,829)	(370,062)
Microwave maintenance	(85,000)	(150,000)	(140,000)	(240,000)	(150,000)	(160,000)	(166,400)	(173,056)	(179,978)	(187,177)	(194,664)
Miscellaneous	(18,000)	(40,000)	(41,600)	(43,264)	(44,995)	(46,795)	(48,667)	(50,614)	(52,639)	(54,745)	(56,935)
Security	(34,000)	(39,000)	(40,560)	(42,182)	(43,869)	(45,624)	(47,449)	(49,347)	(51,321)	(53,374)	(55,509)
Utilities	(235,000)	(293,000)	(304,720)	(316,909)	(329,585)	(342,768)	(356,479)	(370,738)	(385,568)	(400,991)	(417,031)
Web site hosting	(3,000)	(6,000)	(6,240)	(6,490)	(6,750)	(7,020)	(7,301)	(7,593)	(7,897)	(8,213)	(8,542)
Payments to suppliers	<b>(5,539,000)</b>	<b>(6,365,000)</b>	<b>(6,607,880)</b>	<b>(6,934,516)</b>	<b>(7,110,376)</b>	<b>(7,352,583)</b>	<b>(7,599,211)</b>	<b>(7,853,719)</b>	<b>(8,117,744)</b>	<b>(8,391,626)</b>	<b>(8,674,359)</b>

**EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY**  
**10 YEAR CAPITAL CASH FLOW PROJECTION**

	<b>FY 2024-25 Projected</b>	<b>FY 2025-26 Budget</b>	<b>FY 2026-27 Forecast</b>	<b>FY 2027-28 Forecast</b>	<b>FY 2028-29 Forecast</b>	<b>FY 2029-30 Forecast</b>	<b>FY 2030-31 Forecast</b>	<b>FY 2031-32 Forecast</b>	<b>FY 2032-33 Forecast</b>	<b>FY 2033-34 Forecast</b>	<b>FY 2034-35 Forecast</b>
<b>Capital Reserve</b>											
Balance - beginning	11,843,000	13,808,250	12,661,750	13,947,150	16,988,975	21,257,634	25,736,499	23,252,831	20,512,685	17,494,135	14,199,239
Transfer from other reserves	3,907,250	2,916,500	3,272,400	5,028,825	4,343,659	4,538,865	4,291,132	4,034,654	3,768,250	3,491,904	3,206,957
Capital projects:											
Walton Lane Simulcast Site	-	(1,746,000)	-	-	-	-	-	-	-	-	-
TDMA/Microwave Upgrade	(1,871,000)	(1,872,000)	(1,872,000)	(1,872,000)	-	-	-	-	-	-	-
DC Power Upgrade	(71,000)	(45,000)	-	-	-	-	-	-	-	-	-
Pearl Radio Shelter	-	(400,000)	-	-	-	-	-	-	-	-	-
Repeater Replacement Equipment	-	-	-	-	-	-	(3,000,000)	(3,000,000)	(3,000,000)	(3,000,000)	(3,000,000)
Console Replacement Equipment	-	-	-	-	-	-	(1,800,000)	(1,800,000)	(1,800,000)	(1,800,000)	(1,800,000)
Prime Site Controller Replacement Equipment	-	-	-	-	-	-	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)
Motorola implement Costs for "Platform Migrations	-	-	-	-	-	-	(1,432,800)	(1,432,800)	(1,432,800)	(1,432,800)	(1,432,800)
County/Other Labor for Motorola "Platform Migrations"	-	-	-	-	-	-	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)
Shelter Repairs and Improvements	-	-	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Generator Replacements	-	-	(40,000)	(40,000)	-	-	(80,000)	(80,000)	(80,000)	(80,000)	(80,000)
Dehydrator Replacements	-	-	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)
Coaxial and WG Replacements Allowment	-	-	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
Antenna Replacement Allowment	-	-	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
DC Rectifier Replacements	-	-	(20,000)	(20,000)	(20,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Battery Replacements	-	-	-	-	-	-	(12,000)	(12,000)	(24,000)	(24,000)	(24,000)
Allowance for miscellaneous replacements	-	-	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
<b>Balance - ending</b>	<b>13,808,250</b>	<b>12,661,750</b>	<b>13,947,150</b>	<b>16,988,975</b>	<b>21,257,634</b>	<b>25,736,499</b>	<b>23,252,831</b>	<b>20,512,685</b>	<b>17,494,135</b>	<b>14,199,239</b>	<b>10,619,396</b>