



East Bay Regional Communications System Authority



Participating agencies include Alameda and Contra Costa Counties and the following cities and special districts: Alameda, Albany, Antioch, Berkeley, Brentwood, Clayton, Concord, Danville, Dublin, El Cerrito, Emeryville, Fremont, Hayward, Hercules, Lafayette, Livermore, Martinez, Moraga, Newark, Oakley, Pinole, Pittsburg, Pleasant Hill, Pleasanton, Richmond, San Leandro, San Pablo, San Ramon, Union City, Walnut Creek, East Bay Regional Park District, Kensington Police Community Services District, Livermore Amador Valley Transit Authority, Moraga-Orinda Fire District, Rodeo-Hercules Fire District, San Ramon Valley Fire District, California Department of Transportation, Ohlone Community College District, Contra Costa Community College District, Dublin-San Ramon Services District and University of California, Berkeley

OPERATIONS COMMITTEE MEETING

REGULAR MEETING

DATE: 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

MINUTES

1. Call to Order/Roll Call

The regular meeting was called to order at 10:01 a.m.

Committee members present: J. King, J. Aguiar, A. Averiett, P. Stokes, J. Beltran

2. Public Comments: None

3. Approval of Minutes of February 7, 2025, Operations Committee Meeting

On motion of Bm. Averiett, seconded by Bm. Stokes, and by unanimous vote, the Operations Committee approved the minutes.

4. Discuss and Recommend Revised By-laws

Executive Director Swing reported that the working group met twice and the proposed draft has been reviewed by the Authority's counsel. An overview of changes include:

- Separating the bylaws agreement from the Joint Powers Agreement.
- Clarifying membership roles
- Updating committee representatives – removing Chair and Vice Chair positions, adding an at-large member to the Finance Committee.
- Removing the Technology Advisory Committee as a standing committee of the Operations Committee to instead be an ad-hoc committee that advises the Executive Director.
- Defining officer roles and duties of the Executive Director, General Counsel, Secretary.

- Removing spending authority provisions to a policy separate from the bylaws.

The Operations Committee recommended additional changes as follows:

- a) Article II – Clarify that the location is Alameda County Office of Emergency Services.
- b) Article III section 3.3 – Clarify that the definition of Mutual Aid Partner is not a participating member of the Authority.
- c) Article VI Operations and Finance Committee – add “or designees” in the membership for Police, Fire Chiefs and Sheriffs.
- d) Interest in addressing attendance expectations for both the Board and Committees and outcomes of non-attendance for Board consideration. For example, adding a new section 7.3, that if a member misses more than two consecutive meetings, there is a notice to the member or appointing agency to confirm continuing interest in remaining on the board.
- e) Article IX Add Section 9.4 – Add language that purchasing by the Authority shall be made in accordance with the Authority’s fiscal policy or as may be amended by the Board.

On motion of Bm. Averiett, seconded by Bm. Beltran, and by unanimous vote, the Operations Committee recommended approval of the revised bylaws with additional modifications to be brought to the Board of Directors.

5. Receive System Status Report

Executive Director Swing reported that the system is working well and that for LA RCS during the peak fire storms, their usage increased 45% during two simultaneous events, and that the EBRCSA system should be able to sustain that spike in its current capacity.

Recently, Concord PD pursued a suspect to San Jose and lost service in the area of the Sunol Grade. The Executive Director asked if the Committee would be interested in pursuing additional analysis of radio usage for continuous transmittal rather than having to switch talk groups. The Committee expressed interest in system-wide access for primary police talk groups asked how radio “usage” is measured, for example, is it considered usage if it’s just “on” and linked to the cell or only if the microphone is used.

The Committee requested an information update at the next meeting and to verify how the Authority’s system capacity would be impacted if both Contra Costa and Alameda County radios are all set to systemwide.

6. Discuss Recommend Radio Encryption Plan and Policy

Executive Director Swing met with county commanders to demonstrate how to access encrypted channels and reported there were not too many concerns. He asked if the Operations Committee has guidance on whether EBRCSA should have its own encryption policy or to leave it for individual membership to develop their own policies. The draft policy as proposed does not mandate or require encryption of its membership.

The Operations Committee recommended including additional language in Item 7 “Transparency and Public Access” of the policy that agency-specific information requests will be referred to the member agency.

On motion of Bm. Stokes, seconded by Bm. Beltran, and by unanimous vote, the Operations Committee recommended approval of the policy with modification to include added language to Item 7 “Transparency and Public Access” be brought to the Board of Directors.

7. Receive Report on FY25/26 Operating and Capital Expense Budget

Executive Director Swing provided a verbal update of items on the report and that it will cost \$62,000 to keep Cirrus Central.

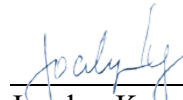
8. East Bay Regional Communications System Authority Updates

- May 7, 2025 Meeting with Motorola – Following the letter the Authority sent requesting extension of support of radio repeaters and consoles, Motorola declined to extend support dates due to third party suppliers. Motorola will prepare a migration assistance plan to the Authority for transition of the hardware. Other agencies received the same response from Motorola regarding extended support.
- Walton Lane Radio Site – No new updates. Antioch still has not scheduled the item for a City Council meeting.
- Pearl Radio Site Shelter – Pending permit authorization for moving a PG&E meter from the City of Richmond, and pending EBMUD signature.
- BART/EBRCS ISSI – Anticipated to be fully live in September 2025 to allow fire and police services to have continuity of radio service in underground BART stations.
- Portable Radio GPS – Testing is underway, with updates expected by the end of the fiscal year. GPS will only be activated if Push-to-talk is on, or if dispatcher contacts. It will be test run on a separate screen using Motorola Aware software for evaluation before considering further advancement.
- Tracy PD Interest – Tracy PD has sent a letter of interest to EBRCSA, but more logistics work will need to be completed.

9. Agenda Items for Next Meeting

- Systemwide update for Police.

10. Adjournment: There being no further business, the meeting was adjourned at 11:00 a.m.



Jocelyn Kwong
Authority Secretary