

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS
(BayRICS) JOINT POWERS AUTHORITY**

Meeting Location: Alameda County Sheriff
Office of Emergency Services
4985 Broder Blvd, Room 1013
Dublin, CA 94568

Meeting Date: Thursday August 14, 2014, 1:30 PM

Regular Meeting Notice and Agenda
Documents available at: <http://www.BayRICS.net>

1)	<p>CALL TO ORDER ROLL CALL</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 20%;">Director</td><td>Alameda County</td><td></td></tr> <tr><td>Director</td><td>State of California</td><td></td></tr> <tr><td>Director</td><td>Marin County</td><td></td></tr> <tr><td>Director</td><td>Contra Costa County</td><td></td></tr> <tr><td>Director</td><td>City of Oakland</td><td></td></tr> <tr><td>Director</td><td>San Francisco County</td><td></td></tr> <tr><td>Director</td><td>San Francisco City</td><td></td></tr> <tr><td>Director</td><td>City of San Jose</td><td></td></tr> <tr><td>Director</td><td>San Mateo County</td><td></td></tr> <tr><td>Director</td><td>Santa Clara County</td><td></td></tr> <tr><td>Director</td><td>Sonoma County</td><td></td></tr> <tr><td>Director</td><td>South Bay Hub</td><td></td></tr> <tr><td>Director</td><td>East Bay Hub</td><td></td></tr> <tr><td colspan="3"><i>Simple majority (currently seven) physically present constitutes a quorum.</i></td></tr> </table>	Director	Alameda County		Director	State of California		Director	Marin County		Director	Contra Costa County		Director	City of Oakland		Director	San Francisco County		Director	San Francisco City		Director	City of San Jose		Director	San Mateo County		Director	Santa Clara County		Director	Sonoma County		Director	South Bay Hub		Director	East Bay Hub		<i>Simple majority (currently seven) physically present constitutes a quorum.</i>		
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<i>General Public Comment</i>																																											
2)	GENERAL PUBLIC COMMENT: Members of the public may address the BayRICS Board on items within the jurisdiction of the Authority.																																										
<i>Recurring Business</i>																																											
3)	<p>APPROVAL OF THE AGENDA: The Board will review the agenda for the August 14, 2014 meeting and may take action to make non-substantive changes.</p> <p><u>Recommended Action:</u> Approve Agenda.</p>																																										
4)	<p>APPROVAL OF MINUTES: The Board will review the minutes from the JPA meetings that were held on April 10, 2014 and June 12, 2014.</p> <p><u>Recommended Action:</u> Approve Minutes for April 10, 2014 and June 12, 2014.</p> <p><u>Accompanying Document(s):</u></p> <p><i>Item 4 – Draft Minutes Apr 10 2014 BayRICS.pdf</i> <i>Item 4 – Draft Minutes June 12 2014 BayRICS.pdf</i></p>																																										

5)	<p>BAYRICS GENERAL MANAGER’S REPORT: BayRICS General Manager Barry Fraser will report on progress on BayRICS strategic plan initiatives, and on the meetings and activities of the First Responder Network Authority (FirstNet), Public Safety Advisory Committee (PSAC), California First Responder Network (CalFRN), and BayRICS Advisory Groups. GM Fraser will also report on BayLoop status, BayRICS administrative and financial updates, and related news and announcements.</p> <p><u>Recommended Action:</u> Receive and File.</p> <p><u>Accompanying Document(s):</u></p> <p><i>Item 5 – BayRICS GM Report August 2014.pdf</i> <i>Item 5 – BayLoop Status Report.pdf</i></p>
6)	<p>STATE OF CALIFORNIA UPDATE ON FIRSTNET: The Board will hear a report from the State Director or Alternate on planning efforts related to FirstNet and the California First Responder Network (CalFRN).</p> <p><u>Recommended Action:</u> Receive and File.</p>
7)	<p>BayRICS TECHNICAL ADVISORY COMMITTEE (TAC) STANDING REPORT: The Board will hear a report from the TAC Committee Chair, including BayLoop maintenance and monitoring, Bay Area interoperable voice communications updates, and updates from state and national conferences and technical working groups.</p> <p><u>Recommended Action:</u> Receive and File.</p>
<i>New Business</i>	
8)	<p>REGIONAL P25 SYSTEM KEY EXCHANGE GUIDELINES (<i>Action Item</i>)</p> <p>BayRICS has previously identified the need for uniform guidelines to help ensure that P25 radios placed into service by a member agency will operate on other regional P25 networks for mutual aid response. Over the past six months, BayRICS staff worked with the Bay Area P25 system operators to develop model guidelines for the secure exchange of system encryption keys required to program radios to allow operation across P25 systems. These guidelines are described in the attached System Key Exchange Guidelines Report. The Guidelines have been approved by the regional P25 system operators and the BayRICS Technical Advisory Committee (TAC).</p> <p><u>Recommended Action:</u> Staff recommends that the Board Endorse the <i>System Key Exchange Guidelines</i> as a model for the Bay Area; direct staff to distribute the Guidelines to BayRICS Members and Bay Area public safety agencies; and encourage agencies to implement the Guidelines as part of their P25 radio programming procedures.</p> <p><u>Accompanying Document(s):</u></p> <p><i>Item 8 – Staff Report System Key Exchange Guidelines.pdf</i></p>

9)	<p>SLIGP GRANT FUNDING FOR BAYWEB “LESSONS LEARNED” REPORT (<i>Action Item</i>). In August, 2013, the State of California received State and Local Implementation Grant Program (SLIGP) funding to fund the State’s planning and consultation efforts to prepare for deployment of the FirstNet nationwide public safety broadband network. The State allocated a portion of these funds to cover costs for BayRICS to prepare a “Lessons Learned and Next Steps” report and other deliverables that will be used by the State to plan and conduct the consultation process with FirstNet. GM Fraser is working with State staff to develop the scope of work and project plan, as well as the mechanism for allocating the funds to accomplish this work.</p> <p><u>Recommended Action:</u> Authorize the BayRICS Chair or the Chair’s designee to approve the acceptance of funding support from the State of California to prepare a “Lessons Learned and Next Steps” report and related materials to assist the State in its planning and consultation process with FirstNet.</p>
10)	<p>FEES FOR NEW BayRICS MEMBER AGENCIES. (<i>Action Item</i>)The BayRICS JPA Agreement (Section 5.01(b)) includes a procedure for accepting new members into the JPA, including a requirement that new members pay a “Subsequent Membership Fee” as a condition to becoming a Member. Section 5.01(b) also provides that “the Board shall determine the amount of each Subsequent Membership Fee, but in no event shall it be less than the Initial Membership Fee the public agency would have been required to pay to become a Member within the Initial Membership Period.”</p> <p><u>Recommended Action:</u> Set the Subsequent Membership Fee to an amount equal to the Initial Membership Fee as established in Section 5.01(a)(ii) of the JPA Agreement (\$24,500 for agencies with seats on the Board, and \$5,000 for other agencies).</p> <p>Alternatively, the Board may set Subsequent Member Fees at another level consistent with the JPA Agreement.</p>
11)	<p>TRAVEL EXPENSE REIMBURSEMENT REQUEST FOR OUT OF STATE TRAVEL (<i>Action Item</i>). In June 2013, BayRICS General Manager Barry Fraser was appointed by the National Association of Telecommunications Officers and Advisors (NATOA) to serve on the FirstNet Public Safety Advisory Committee (PSAC). GM Fraser has been invited to brief NATOA leadership and moderate a panel discussion at NATOA’s annual conference in St. Paul MN on September 30, 2014. GM Fraser requests advance approval of reimbursement of partial travel expenses to attend the briefing (some expenses will be paid by NATOA).</p> <p><u>Recommended Action:</u> Approve the General Manager’s request for reimbursement of out of state travel expenses.</p>
12)	<p>FUTURE AGENDA ITEMS: Any Board member who wishes to request consideration of an agenda item for a future meeting may do so, and such action shall be taken if voted for by a majority of the Board.</p>
13)	<p>NEXT REGULAR MEETING DATE: Thursday October 9, 2014 at 1:30 PM Alameda County Office of Emergency Services</p>

	4985 Broder Blvd., Dublin, CA 94568
14)	<i>Adjournment</i>

If any materials related to an item on this agenda have been distributed to the Authority members after distribution of the agenda packet, those materials are available for public inspection at the Alameda County Office of Emergency Services, 4985 Broder Blvd., Dublin, CA 94568 during normal business hours. Or on the internet at: <http://www.BayRICS.net>

The Authority will hold this meeting at the Alameda County Office of Emergency Services, 4985 Broder Blvd., Dublin, CA

Disability Access

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify Barry Fraser, at least 24 hours prior to the meeting at (925) 803-7882.