

**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 February 13, 2020, 12:30 PM

DRAFT MEETING MINUTES
For Review at May 14, 2020, Board Meeting

Call to Order																																					
1)	<p>ROLL CALL:</p> <table border="1"> <tr> <td>Director</td> <td>Alameda County</td> <td>Rich Lucia</td> </tr> <tr> <td>Director</td> <td>Marin County</td> <td><i>Absent</i></td> </tr> <tr> <td>Director</td> <td>Contra Costa County</td> <td>Chris Simmons</td> </tr> <tr> <td>Director</td> <td>City of Oakland</td> <td>Nick Luby</td> </tr> <tr> <td>Director</td> <td>San Francisco County</td> <td><i>Absent</i></td> </tr> <tr> <td>Director</td> <td>San Francisco City</td> <td>Michelle Geddes</td> </tr> <tr> <td>Director</td> <td>City of San Jose</td> <td><i>Absent</i></td> </tr> <tr> <td>Director</td> <td>San Mateo County</td> <td>Jon Walton</td> </tr> <tr> <td>Director</td> <td>Santa Clara County</td> <td><i>Absent</i></td> </tr> <tr> <td>Director</td> <td>Sonoma County</td> <td><i>Absent</i></td> </tr> <tr> <td>Director</td> <td>South Bay Hub</td> <td>Russel Holmes</td> </tr> <tr> <td>Director</td> <td>East Bay Hub</td> <td>Marc Roberts</td> </tr> </table> <p><i>Simple majority (currently seven) physically present constitutes a quorum.</i></p>	Director	Alameda County	Rich Lucia	Director	Marin County	<i>Absent</i>	Director	Contra Costa County	Chris Simmons	Director	City of Oakland	Nick Luby	Director	San Francisco County	<i>Absent</i>	Director	San Francisco City	Michelle Geddes	Director	City of San Jose	<i>Absent</i>	Director	San Mateo County	Jon Walton	Director	Santa Clara County	<i>Absent</i>	Director	Sonoma County	<i>Absent</i>	Director	South Bay Hub	Russel Holmes	Director	East Bay Hub	Marc Roberts
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General Public Comment																																					
2)	<p>GENERAL PUBLIC COMMENT: Members of the public may address the BayRICS Board on items within the jurisdiction of the Authority.</p> <p>No public comment.</p>																																				
Recurring Business																																					
3)	<p>APPROVAL OF THE AGENDA: The Board will review and approve the agenda for the February 13, 2020, meeting, and may take action limited to making non-substantive changes.</p> <p>Director Michelle Geddes motioned to accept the Agenda, second by Director Chris Simmons. Motion approved unanimously.</p> <p>No public comment.</p>																																				

4)	<p>APPROVAL OF MINUTES: The Board will review the minutes from the JPA meeting held on October 10, 2019.</p> <p>Director Michelle Geddes motioned to accept the Agenda, second by Chairman Richard Lucia. Motion approved unanimously.</p> <p>No public comment.</p>
General Manager's Report	
5)	<p>BAYRICS GENERAL MANAGER'S REPORT: BayRICS General Manager Corey Reynolds provided a brief report on BayRICS management and administration, as well as the activities of the Radio Operators Advisory Group and its working groups.</p> <p>No public comment.</p>
New Business	
6)	<p>EXECUTION OF STANDARD SERVICES AGREEMENT FOR BAYRICS SECRETARY AND ADMINISTRATIVE SERVICES: At its October 10, 2019 meeting, Board Secretary D. Marie Smith announced her retirement at the end of 2019. The BayRICS General Manager conducted a search for a new Board Secretary, and recommends the Board enter into an agreement with Brentt Blaser perform the services of BayRICS Secretary and other administrative services on an hourly contract basis. The BayRICS General Manager recommends that the Board approve a standard services contract with Mr. Blaser that terminates on February 28, 2021, not to exceed \$5,000 for this 12-month term.</p> <p>Director Ernest (Marc) Roberts motioned to authorize the Chair or Chair's designee to execute a 12-month contract with Brentt Blaser to perform specified services, including serving as Secretary of the JPA, second by Director Nick Luby. Motion approved unanimously.</p> <p>No public comment.</p>
8)	<p>PROFESSIONAL SERVICES CONTRACT TO DEVELOP A TACTICAL INTEROPERABLE COMMUNICATIONS PLAN (TICP) MOBILE APPLICATION: Throughout 2018, BayRICS and its member agencies underwent a process to develop the region's Tactical Interoperable Communications Plan (TICP), which is a comprehensive overview of communications assets in our region. The TICP includes information on the type, location, quantity, management, capabilities, and limitations of regional communications assets, as well as process for requesting, deploying, activating, and deactivating these assets. The TICP was completed on December 31, 2018, and BayRICS subsequently received \$50,000 in UASI grant funding to develop a TICP mobile app. After reviewing proposals from the UASI's pre-approved vendor list, staff recommends contracting with Integrated Solutions Consulting, who has conducted similar work for the California Statewide</p>

	<p>Interoperability Executive Committee (Cal SIEC) in both the Northern Planning Area and Southern Planning Area.</p> <p>Director Ernest (Marc) Roberts motioned to authorize the General Manager, following General Counsel review, to enter into a \$49,12.00 agreement with Integrated Solutions Consulting to provide application planning, design, development, testing, and deployment services, second by Director Michelle Geddes. Motion approved unanimously.</p> <p>No public comment.</p>
9)	<p>BAYRICS AUDITED FINANCIAL STATEMENT: Section 3.03 of the BayRICS Joint Powers Agreement requires that the Auditor of the Authority (Alameda County Auditor-Controller) conduct an independent annual audit of the accounts and records of the Authority. The July 1, 2018-June 30, 2019 audit was completed on December 20, 2019.</p> <p>No public comment.</p>
Closing	
11)	<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> <p>Director Michelle Geddes recommended inviting CalOES to present on NextGen 911, and Jon Walton recommended inviting Motorola to present a technical roadmap. Staff is working to schedule these presentations at future meetings.</p>
12)	<p>NEXT REGULAR MEETING DATE: May 14, 2020 - 12:30 PM</p>
13)	<p>Adjournment</p>

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 held 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 or future meetings should notify Corey Reynolds, at least 24 hours prior to the meeting at (925) 803-7882.