

**BAY AREA REGIONAL COMMUNICATIONS INTEROPERABILITY SYSTEMS  
JOINT POWERS AUTHORITY**

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

**Meeting Date: Thursday, May 9, 2013, 1:30 PM**

*Meeting Minutes (Draft)*

*Documents available at: <http://www.BayRICS.net>*

<b>1)</b>	<b>CALL TO ORDER</b>	
	<b>ROLL CALL</b>	
	<b>Director</b>	<b>Alameda County</b>
	<b>Director</b>	<b>State of California</b>
	<b>Director</b>	<b>Marin County</b>
	<b>Director</b>	<b>Contra Costa County</b>
	<b>Director</b>	<b>City of Oakland</b>
	<b>Director</b>	<b>San Francisco County</b>
	<b>Director</b>	<b>San Francisco City</b>
	<b>Director</b>	<b>City of San Jose</b>
	<b>Director</b>	<b>San Mateo County</b>
	<b>Director</b>	<b>Santa Clara County</b>
	<b>Director</b>	<b>Sonoma County</b>
	<b>Director</b>	<b>South Bay Hub</b>
<b>Director</b>	<b>East Bay Hub</b>	
<i>Simple majority (currently seven) physically present constitutes a quorum.</i>		
<i>General Public Comment</i>		
<b>2)</b>	<b>GENERAL PUBLIC COMMENT:</b> Members of the public may address the Approval Authority on items within the jurisdiction of the Authority.  No public comments.	
<i>Recurring Business</i>		
<b>3)</b>	<b>APPROVAL OF THE AGENDA:</b> The Authority will review the agenda for the May 9, 2013 meeting and may take action to make non-substantive changes.  Director Lyn Tomioka motioned to approve agenda as written, Director Joni Pattillo seconded. Motion carried unanimously.	

4)	<p><b>APPROVAL OF MINUTES:</b> The Authority will review the minutes from the JPA meeting that was held on April 11, 2013.</p> <p>Director Lyn Tomioka motioned that the April meeting minutes be accepted as written, Director Lee Ann Magoski seconded. Motion carried unanimously.</p>
5)	<p><b>BAYWEB PROJECT MANAGER’S REPORT:</b> General Manager, Barry Fraser, reported that the FirstNET regional workshop on May 29 – 30, 2013, in San Francisco is limited to small groups of attendees. BayRICS will get at least one spot. There is a concern related to how the various areas will be represented with such a small number of representatives. Additional information will be forwarded to the Board when received.</p> <p>BayRICS did not expend any funds last month. The cash reserves are estimated at \$390K as of April 30, 2013.</p> <p>General Manger, Barry Fraser, reported that BayLoop is progressing very well with getting the system running. There is a need for standard operating procedures and developing an application certification process to allow us to manage the network. General Manager, Barry Fraser, will request that the TAC form a subcommittee to develop processes in order to allow traffic on the network.</p> <p>General Manager, Barry Fraser, reported that there will be a need to add an additional to the budget associated to the Spectrum Lease. Motorola requested that BayRICS assume the backhaul costs at \$2.00 per month per microwave path. The estimated budget cost is \$3,000.00 per year. Barry will give a more accurate cost at a future meeting.</p>
6)	<p><b>MOTOROLA SOLUTIONS REPORT:</b> Motorola reported they are still waiting for approval of the Spectrum Lease. Once the lease is approved there is a need to accelerate completion of the project.</p>
7)	<p><b>STATE OF CALIFORNIA UPDATE ON FIRSTNET:</b> Agenda item tabled until the June, 2013 meeting.</p>
8)	<p><b>TECHNICAL ADVISORY COMMITTEE (TAC) STANDING REPORT:</b></p> <p>TAC Chair Ahsan Baig reported that the TAC has been meeting on regular basis. Ahsan Baig reported on the significance of focusing P-25 and standard operating procedures to ensure interoperability among the Bay Area’s regional P25 networks.</p>

***Old Business***

<p><b>9)</b></p>	<p><b>APPOINTMENT OF BAYRICS AUTHORITY GENERAL MANAGER:</b></p> <p>The ad hoc committee has reached a consensus that Barry Fraser was the best candidate for General Manager of BayRICS. Staff presented a Memorandum of Understanding (MOU) between Alameda County and BayRICS to provide a process for reimbursement by the County of the General Manager’s salary and benefits. Once BayRICS approves the MOU it will go to the Alameda County Board of Supervisors for approval. The transition should take place by the end of May.</p> <p>Director Joni Pattillo motioned that the MOU be adopted by the Board and executed by the Chair or his designee, Director Karen Mitchoff seconded. Motion carried unanimously.</p> <p>No public comment.</p>
<p><b>10)</b></p>	<p><b>SPECTRUM LEASE WITH FIRST RESPONDER NETWORK AUTHORITY (FIRSTNET):</b></p> <p>General Manager, Barry Fraser, reported that a few issues still need resolution. The lease term and the indemnification with Motorola are still issues. Both of these issues should be resolved in a few weeks. A 30-day extension has been granted by FirstNet to allow additional time to resolve these issues. As soon as the lease agreement is complete, it will be presented to the Board for approval.</p>
<p><b>11)</b></p>	<p><b>INTEROPERABLE VOICE COMMUNICATIONS REPORT:</b></p> <p>General Manager, Barry Fraser, reported a study was completed to determine whether expanding BayRICS’ role in voice communications interoperability. The report recommended (1) establishing a forum for all P-25 operators meet on a regular basis, (2) developing a plan to provide funding and a timetable, (3) implement the Fleetmap Channel Guide and a process for updating, (4) determine the need for developing and implementing roaming agreements and other standard operating procedures, and (5) coordinate the development of regional voice communications training and exercises.</p> <p>Director Jim Bouziane motioned that the report be accepted as presented and that staff begin distributing the report to Bay Area stakeholders, Bert Hildebrandt seconded. Motion carried unanimously.</p>
<p><b>12)</b></p>	<p><b>BAYRICS ANNUAL BUDGET FOR FISCAL YEAR 2013-2014:</b> General Manager, Barry Fraser, reported there are some additional changes to the budget and requested to continue this item until next meeting.</p> <p>Director Karen Mitchoff moved to continue the budget approval until the next meeting, Lee Tomioka seconded. Motion carried unanimously.</p> <p>No public comment.</p>

<p><b>13)</b></p>	<p><b>APPOINTMENT OF COUNTY OF ALAMEDA AS TREASURER AND AUDITOR FOR THE BAYRICS AUTHORITY:</b> If approved by the Board, the treasurer transition from Santa Clara County to Alameda County will become effective the end of the fiscal year 2012-2013. Santa Clara County will handle the audit for the 2012-2013fiscal year.</p> <p>Director Bert Hildebrandt motioned to adopt a Resolution to transition the treasurer duties from Santa Clara County to Alameda County, Alternate Justin Riedel seconded the motion. Motion carried unanimously.</p> <p>No public comment.</p>
<p><i>New Business</i></p>	
<p><b>14)</b></p>	<p><b>APPOINTMENT OF ALTERNATES TO SERVE ON THE TECHNICAL ADVISORY COMMITTEE:</b></p> <p>Director Lyn Tomioka motioned to establish alternates for the TAC primary members with the process to be set forth in the BayRICS bylaws, Lee Magoski seconded the motion. Motion carried unanimously.</p> <p>No public comment.</p>
<p><b>15)</b></p>	<p><b>PROPOSED CHANGES TO BAYRICS BYLAWS:</b></p> <p>General Manager, Barry Fraser, proposed the following changes to the bylaws.</p> <p>(1) Authorize TAC to recommend alternate Committee members to serve in the primary member’s absence, subject to approval of the recommended alternate by the BayRICS Board (Section 2.07);</p> <p>2) Clarify that the Board shall annually establish a Sub-Committee to conduct performance evaluations for the General Manager (Section 3.03);</p> <p>3) Clarify that the Board may select a temporary Chair to conduct Board meetings if a quorum is present for the meeting but neither the Chair nor Vice Chair is present (Section 2.03);</p> <p>4) Add the definition of “Consumer Price Index” as adopted by the Board at its April meeting (new Article V).</p> <p>Director Lyn Tomioka motioned that the BayRICS bylaws be amended to reflect the changes to the bylaws proposed by staff, with a change to Section 3.03, that the Board shall establish a Sub-Committee consisting of the Chair, Vice Chair, and one additional Director to conduct the performance evaluation for the General Manager, Lee Ann Magoski seconded. Motion carried unanimously.</p> <p>No public comment.</p>

<b>16)</b>	<b>FUTURE AGENDA ITEMS:</b> 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.  No items requested.
<b>17)</b>	<b>FUTURE MEETING DATE</b>  Thursday, June 13, 2013 at 1:30 PM Alameda County Office of Emergency Services 4985 Broder Blvd., Dublin, CA 94568
<b>18)</b>	<b>Adjournment</b>

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.