

BayRICS
JOINT POWERS AUTHORITY
STAFF REPORT

DATE: Thursday April 10, 2014
TO: BayRICS Board of Directors
FROM: Barry Fraser, General Manager
SUBJECT: BayRICS General Manager Report: April 2014

1. California First Responder Network (CalFRN) Board Meeting

CalFRN Board held its second meeting on April 2, 2014. Nine board members participated either in person or by phone, along with several members of the public. The board took the following actions:

- Began standing up the CalFRN Technical Advisory Committee. The board set April 16 as the deadline for submitting recommendations for committee members. Member Fraser recommended BayRICS TAC Chair Michelle Geddes and Joyce Starosciak for the CalFRN TAC. Ms. Starosciak is IT Manager for Sacramento Regional Fire/EMS Command Center and an officer of the Municipal Information Systems Association of California (MISAC). The board also received a recommendation for five members of the committee from various Tribal public safety and IT disciplines. The Board is considering a committee of approximately 20 members.
- Considered drawing on the expertise of existing boards and committees, such as the State 9-1-1 Advisory Board, Mutual Aid Advisory Committee and California Statewide Interoperability Executive Council.
- Approved draft Bylaws with changes proposed by member Fraser.
- Approved a draft public safety survey for use in FirstNet consultation, with changes proposed by Fraser and BayRICS TAC.
- Heard two presentations: (1) Michael Boyden, SAIC, the consultant retained by the State to conduct FirstNet planning/consultation, and (2) Robert Osborn, California Public Utilities Commission, on broadband efforts in California, including broadband mapping and state colocation initiatives.
- Briefly discussed California Senate Bill 1211 (see attached bill description).
- The board also participated in a quarterly State Point of Contact (SPOC) webcast with FirstNet General Manager Bill D'Agostino and Deputy GM TJ Kennedy. D'Agostino and Kennedy provided new updates on FirstNet progress and disclosed that an Initial Consultation Packet with planning checklist will be delivered to states by April 30. FirstNet will then schedule individual conference calls with each state to discuss consultation activities. Following these calls, the consultation process will begin, possibly as early as July 2014.

The FirstNet SPOC presentation is available at <http://firstnet.gov/content/firstnet-quarterly-spoc-webinar>. The next CalFRN meeting is scheduled for Wednesday June 4 at 9:00 AM, location TBA.

2. FirstNet Board and Public Safety Advisory Committee (PSAC)

FirstNet Board. The FirstNet Board and committees met on March 10 and 11 at New York City Police Department headquarters. Much of these meetings occurred in closed session to allow discussion of a proposed “Program Roadmap.” The Program Roadmap was approved by FirstNet but has not yet been released to the public. The Roadmap focuses on several milestones required for the development of a definitive business plan. Those steps include:

- Staffing and resourcing the organization;
- Completing an open, transparent, and competitive process for comprehensive network proposals;
- Completing an open, transparent, and competitive process for network equipment and service proposals;
- Obtaining proposals for covered leasing agreements that will provide value for excess network capacity;
- Completing testing and validation of critical features and functionality of the network;
- Conducting state outreach and completing state consultation;
- Reviewing aggregated information to determine pricing for approval by the National Telecommunications and Information Administration (NTIA).

The FirstNet Board also approved a Human Factor Report delivered by the Public Safety Advisory Committee (PSAC). The PSAC was previously asked by FirstNet to analyze the long-range impacts of the planned network on the way law enforcement, fire, and emergency medical services (EMS) operate.

In addition, GM Bill D’Agostino announced that FirstNet will seek public comment on a number of key elements of the FirstNet business and technical plans, and state consultation processes and that these comment periods would take place over the following several months. Staff will keep the Board informed about these proposals and consider submitting comments for the Bay Area on appropriate topics.

FirstNet meeting documents are available at <http://www.ntia.doc.gov/other-publication/2014/0310-112014-firstnet-meetings-documents>. The next FirstNet Board meeting is scheduled for June 3 in Westminster, CO, in conjunction with a Public Safety Communications Research (PSCR) conference.

FirstNet Pilot Projects. During a session at the International Wireless Communications Expo (IWCE) on March 27, FirstNet board members Jeff Johnson and Chuck Dowd expressed support for exploring additional pilot projects, in addition to the four BTOP projects with spectrum leases and Harris County, Texas. Both directors stressed that no decisions had been made by FirstNet to add additional pilots. On March 31, BayRICS Chair Lucia sent a letter to remind FirstNet GM Bill D’Agostino that BayRICS would be interested in exploring options with FirstNet to deploy pilot projects in the Bay Area. The letter is attached to this report.

WWW.FirstNet.gov. FirstNet's website went live on March 11. The site contains a variety of information, reports, presentations, meeting agendas other documents about FirstNet. Included on the site are copies of four new Fact Sheets with information specific to Law, Fire, EMS and Land Mobile Radio (LMR) at <http://firstnet.gov/resources>.

FirstNet Public Safety Advisory Committee (PSAC). The PSAC met via conference call on March 13. GM Fraser, representing the National Association of Telecommunications Officers and Advisors (NATOA), participated on the call. PSAC Chair Harlin McEwen recapped the FirstNet Board's actions at the March 11 meeting, and provided updates on PSAC projects and FirstNet assignments, including the Human Factors Report, Public Safety Use Cases Scenarios, Identity Management Concept Paper and Draft FirstNet User Definitions.

Staff previously reported that the BayRICS TAC proposed revisions to the preliminary list of PSAC user definitions. The PSAC Executive Committee will compile and review all comments and submit a discussion draft to FirstNet staff on or around March 14. Staff will distribute the discussion draft when it becomes available.

PSAC's next meeting will take place the week of June 2-6, at PSCR in Westminster CO.

3. Technical Advisory Committee (TAC) Meetings and Activities

The TAC met in January, February and March 2104. The majority of discussion at these meetings involved two major projects: (1) Regional P25 voice network coordination/Fleetmap management; and (2) Operating procedures and uses for the regional BayLoop microwave network. TAC made recommendations to San Mateo County for the scope of work for contract services to begin P25 coordination activities, including standing up an operations work group to determine the need for regional policies and to manage the Fleetmap channel guide. TAC also made recommendations for a BayLoop working group that will develop procedures for network optimization, bandwidth management and guidelines for network applications review and approval. Kick off meetings for both project work groups will begin in April 2014.

TAC also reviewed the PSAC Proposed User Definitions and CalFRN User Survey, and proposed changes to both documents. When the CalFRN survey is finalized and distributed to public safety agencies, BayRICS staff and TAC will coordinate Bay Area responses to ensure that all relevant information is captured.

4. BayRICS Administration

Contract for Legal Services with Best Best and Krieger (BBK). The BayRICS agreement for legal services with BBK will terminate on June 30, 2014. Staff has initiated discussions with BBK to extend the agreement within the parameters of the FY 2014-2015 budget and anticipated level of need for legal services, and will report back to the Board at its next meeting.

Statement of Economic Interests Form 700. All BayRICS Directors and Alternates submitted forms by the April 1, 2014 deadline. Forms have been transmitted to the California Fair Political Practices Commission (FPPC) as required by the BayRICS Conflict of Interest Code. Staff thanks Directors and Alternates for achieving 100% compliance.

BayRICS Financial Report. BayRICS Authority revenue and expense report through March 31, 2014 is provided on the following page.

BayRICS Authority

FY 2013-2014 Expense and Revenue Report: March 31, 2014

OPERATING REVENUES	Budget	Actual	Difference (\$)	Difference (%)
Annual Member Fees	\$335,889	\$330,708	(\$5,181)	-1.5%
Interest	\$0	\$583		
Other (Draw on Reserve)	\$11,733	\$0		
TOTAL REVENUES	\$347,622	\$331,291	(\$16,331)	-4.7%
OPERATING EXPENSES				
	Budget	Actual	Difference (\$)	Difference (%)
PERSONNEL			\$0	0.0%
General Manger /Project Manager	\$218,438	\$109,219	(\$109,219)	-50.0%
Billing Clerk		\$0	\$0	0.0%
Admin Assistant	\$43,689	\$0	(\$43,689)	-100.0%
OPERATING			\$0	0.0%
Bookkeeping/Accounting	\$7,500		(\$7,500)	-100.0%
Legal Services			\$0	0.0%
General Counsel	\$30,000	\$20,000	(\$10,000)	-33.3%
BOOM/Telecom/Contr	\$30,000	\$38,201	\$8,201	27.3%
Technical Consulting	\$0	\$0	\$0	0.0%
Frequency Coordination	\$2,995		(\$2,995)	-100.0%
Insurance	\$10,000	\$9,409	(\$591)	-5.9%
Misc. Exp.	\$5,000	\$2,482	(\$2,518)	-50.4%
			\$0	0.0%
TOTAL EXPENSES	\$347,622	\$179,311	(\$168,311)	-48.4%

GRANT FUNDED ACTIVITIES	Budget	Actual	Difference (\$)	Difference (%)
Revenues				
UASI Grant (BayLoop Maintenance)	\$265,000	\$245,000	(\$20,000)	-7.5%
			\$0	0.0%
Expenses				
BayLoop Maintenance Agreement	\$240,000	\$219,660	(\$20,340)	-8.5%
Returned to UASI		\$25,340		0.0%
TOTAL	\$25,000	\$0	(\$25,000)	-100.0%

RESERVE FUND	Budget	Actual	Difference (\$)	Difference (%)
Beginning Balance 7/1/2012	\$149,393	\$149,393		
Projected carry forward from FY 2012-13	\$180,000	\$231,001	\$51,001	28.3%
Total Reserve Fund 6/30/2013	\$329,393	\$380,394	\$51,001	15.5%
Draw on Reserves	\$11,733	\$0	(\$11,733)	-100.0%
				0.0%
Projected Reserves 6/30/2014	\$317,660	\$380,394	\$62,734	19.7%