

**BayRICS
JOINT POWERS AUTHORITY
BOARD OF DIRECTORS MEETING
STAFF REPORT**

MEETING DATE:

Thursday November 14, 2013

AGENDA ITEM:

Item 5 - BayRICS General Manager Report: November 2013

RECOMMENDATIONS:

Receive and File

SUMMARY/DISCUSSION

Staff activities in October are summarized below.

1. BayWEB Site Status

Motorola and Site Owners continue to work to qualify sites and obtain necessary approval and authorizations, including tribal notification for National Historic Preservation Act (NHPA) and lease exhibits for National Environmental Preservation Act (NEPA). Zoning and permitting activities are on hold, but ready to restart following the spectrum lease decision. Motorola has been engaged in responding to questions about Site Access and Use Agreement requirements and evaluating site changes occurring during the project suspension period.

Discussions with BART are also on hold, as BART staff and attorneys wish to review the final terms of the spectrum lease and BOOM agreement changes before proceeding.

2. Staff Meetings with Stakeholders

- FirstNet Public Safety Advisory Committee (PSAC): GM Fraser attended a one-day PSAC workshop in San Diego on September 10. The workshop was divided into two sessions. The morning session provided an overview of PSAC activities and action items, including development of FAQ materials about FirstNet, an online repository of information and resources, and development of "Use Cases" for gathering information from PSAC members and others to assist FirstNet in designing the network. Use cases include:
 - Define the "human elements" of the system – needs of users, operators, maintainers, etc.;
 - Identify applications and uses, categorized by police, fire and EMS, and design a template for collecting information on desired uses;
 - Additional use cases by entity/discipline will be distributed to PSAC members soon

- Identity Management - PSAC will be gathering information on best practices. Identity Management was a key discussion issue and common theme throughout the workshop
- PSAC is looking for meeting locations for future meetings (70 person capacity)

The second half of the workshop consisted of a series of technical updates by FirstNet consultants on topics such as FirstNet's business plan, core network, user applications, radio access network, and user devices.

- GM Fraser also participated in a PSAC Conference Call on November 4 that included updates on the action items discussed at the San Diego Workshop.
- GM Fraser participates in the PSAC State, Territorial, Tribal and Local (STTL) Subcommittee. The STTL held a conference call on September 5, which included a briefing from the National Governors Association (NGA) summarizing the six regional state consultation workshops conducted by FirstNet and NGA over the summer. The STTL also discussed concerns from state and local representatives about gaps in information from FirstNet about status of network planning and state consultation activities, and ways the STTL can communicate those concerns to FirstNet and distribute information to help fill those gaps.
- GM Fraser spoke at the California Emergency Services Association (CESA) annual conference in Santa Rosa, CA on October 16, 2013. Fraser spoke on a panel with Michael Crews (Cal-OES), Karen Wong and Pat Mallon (LA-RICS) on the topic of FirstNet and the Nationwide Public Safety Broadband Network.

3. First Responder Network Authority (FirstNet) Meetings and Activities

FirstNet activities and spectrum lease negotiations were delayed by the federal government shutdown from October 1-October 16. The FirstNet Board Meeting scheduled for October 17 in Concord, CA was cancelled, and several negotiating sessions between BayRICS and FirstNet staff had to be rescheduled.

The FirstNet Board did hold a meeting by teleconference on October 25 and took action on the following items:

- The spectrum lease negotiation deadline for BayRICS was extended until Friday, Nov 15th, 2013
- FirstNet is still negotiating with BayRICS/Motorola, Mississippi, New Jersey, and Adams County, CO.
- FirstNet voted to establish headquarter offices in Northern Virginia, and technical headquarters in Boulder Co
- They plan to stand up 10 satellite offices, one in each of the FEMA regions, but exact locations have not been announced.

4. BayRICS Financial Report

The transition of BayRICS treasurer/auditor functions from Santa Clara County to Alameda County is now complete. Staff is working with Alameda County on a series of customized financial reports for monthly tracking of BayRICS financial matters.

BayRICS Authority revenue and expense report through October 30, 2013 has been provided below.

The FY 2012-2013 Financial Audit has been completed. The report indicates a carry forward of \$378,903.00 in reserve funds for FY 2013-2014. The final audited report is available online at: http://www.bayrics.net/uploads/1/2/4/6/12466172/final_bayrics_financial_audit_fy_2013.pdf

5. Procedures for Remote Participation at BayRICS Board Meetings

As discussed at September 16 Board meeting, staff has worked with BayRICS general counsel to develop a process for Directors to participate remotely in Board meetings via teleconference. Pursuant to Government Code Section 54953(b), teleconferencing may be used as a method for conducting public meetings in which members in remote locations may be counted towards a quorum and participate fully in the meeting. In order to participate via teleconference, the following requirements must be met:

- The Director must provide the full address and room number of the remote location to the BayRICS General Manager in advance of the Brown Act agenda posting deadline (72 hours for a regular meeting, 24 hours for a special meeting), to allow the General Manager enough time to include the remote location information on the final agenda;
- The location must be accessible to the public and allow public participation at the location (e.g. in a conference room with speaker phone);
- The Director must post the agenda and any meeting notices at each remote location;
- Members of the public must be allowed to participate fully from the remote location during the meeting;
- All votes must be by roll call;
- A quorum of the legislative body must participate from locations within the jurisdiction of the agency, but if a quorum is established, other members may participate from locations outside the jurisdiction.

BayRICS Authority

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

EXPENSES	Budget	Actual	Difference (\$)	Difference (%)
PERSONNEL			\$0	0.0%
General Manger /Project Manager	\$218,438	\$0	(\$218,438)	-100.0%
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	\$7,500	(\$22,500)	-75.0%
BOOM/Telecom/Contract	\$30,000	\$15,985	(\$14,016)	-46.7%
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	\$2,173	(\$2,827)	-56.5%
			\$0	0.0%
			\$0	0.0%
			\$0	0.0%
			\$0	0.0%
			\$0	0.0%
BayLoop Maintenance	\$219,660	\$164,745	(\$54,915)	-25.0%
Reserve for Backhaul Costs		\$0	\$0	0.0%
			\$0	0.0%
			\$0	0.0%
			\$0	0.0%
			\$0	0.0%
TOTAL EXPENSES	\$567,282	\$199,812	(\$367,470)	-64.8%

REVENUES	Budget	Actual	Difference (\$)	Difference (%)
Carry Forward form Prior Year	\$329,393	\$378,903	\$49,510	15.0%
UASI Grant (BayLoop Maintenance	\$219,660	\$109,830	(\$109,830)	-50.0%
Interest	\$0	\$0	\$0	0.0%
Legal Fee Reimbursement	\$0		\$0	0.0%
OPERATING			\$0	0.0%
Annual Member Fees	\$335,889	\$305,269	(\$30,620)	-9.1%
				0.0%
TOTAL REVENUES	\$884,942	\$794,002	(\$90,940)	-10.3%