



Silicon Valley Regional Interoperability Authority

SPECIAL BOARD MEETING AGENDA

Consistent with Governor Newsom's Executive Orders N-25-20 and N29-20 temporarily suspends certain Brown Act provisions to allow special districts to make meetings accessible electronically, this meeting will only be available to the public via Teleconferencing

**Silicon Valley Regional Interoperability Authority
Board of Directors**

Thursday, January 28, 2021 at 4:30 pm

Members of the Public are encouraged to attend:

Join Zoom Meeting

<https://us02web.zoom.us/j/87656129399?pwd=NHNGMWN0YzRrMzlsYXpPNS9ibm1RZz09>

Meeting ID: 876 5612 9399

Passcode: 601407

One tap mobile

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Meeting ID: 876 5612 9399

Passcode: 601407

Find your local number: <https://us02web.zoom.us/u/kdZVvgL9ub>

1. Call To Order

2. Roll Call

SVRIA Board of Directors

Chair Mike Wasserman Santa Clara County Supervisor	Representing the County of Santa Clara	P / A
Vice Chair Laurie Smith Santa Clara County Sheriff	Representing the County of Santa Clara	P / A
Otto Lee Santa Clara County Supervisor	Alternate – Representing the County of Santa Clara	P / A
Jonathan Weinberg Los Altos Council Member	Representing the Northwest Cities of Palo Alto, Mountain View and Los Altos	P / A
Jon Willey City of Cupertino Council Member	Representing SW Cities of Campbell, Cupertino, Monte Sereno, Saratoga, and Los Gatos	P / A
Kitty Moore City of Cupertino Council Member	Alternate - Representing SW Cities of Campbell, Cupertino, Monte Sereno, Saratoga, and Los Gatos	P / A
Lisa Matichak City of Mountain View Council Member	Santa Clara City’s Association Selection	P / A
TBD Council Member	Alternate - Santa Clara City’s Association Selection	P / A
Pam Foley City of San Jose Council Member	Representing the City of San Jose	P / A
Chappie Jones City of San Jose Vice Mayor	Representing the City of San Jose	P / A
Sylvia Arenas City of San Jose Council Member	Alternate - Representing the City of San Jose	P / A
Raul Peralez City of San Jose Council Member	Alternate - Representing the City of San Jose	P / A

Peter Leroe-Munoz City of Gilroy Council Member	Representing the South County Cities of Gilroy and Morgan Hill	P /A
Rich Constantine City of Morgan Hill Mayor	Representing VTA	P /A
Richard Bertalan VTA Deputy Director, Technology	Representing VTA	P /A
Russ Melton City of Sunnyvale Council Member	Representing the Central Cities of Milpitas, Santa Clara, and Sunnyvale	P /A
Karen Hardy City of Santa Clara Vice Mayor	Alternate - Representing the Central Cities of Milpitas, Santa Clara, and Sunnyvale	P /A

3. Oath of Office for New Board Members

4. Public Comment

At this time, the public is permitted to address the Committee on items within the Committee's subject matter jurisdiction that do not appear on the agenda. Please limit comments to a maximum of three (3) minutes. If you wish to comment on an item that is on the agenda, please wait until the item is read for consideration.

5. Action on Consent Calendar

- a. Approval of the Minutes of the November 19, 2020 Board Meeting

6. Executive Director's Report

- a. California Department of Justice (CA-DOJ) Encryption Mandate for Law Enforcement (attached memo from CA-DOJ and verbal update)
- SVRIA Law Enforcement members who are encrypted
 - Plan for the remaining SVRIA agencies
 - Public policy matters to be aware of
 - Santa Clara County Police Chiefs have requested a letter highlighting the encryption mandate.
- b. Modified Work Plan for Executive Director: January 1 to June 30, 2021 (attached)
- c. Schedule a New Board Member Orientation (verbal)
- d. Audit Update (verbal)
- e. Research on forming a Finance Committee (verbal)
- f. Training Series for Radio Technicians (verbal)
- g. SVRIA System Performance Reporting (verbal)
- Recent significant interoperability events

7. Action Items
 - a. Resolution authorizing the SVRIA to enter into a credit card agreement with Wells Fargo Bank for an amount not to exceed \$10,000.
 - b. Review and Approve policy and procedure for adding Future Participant agencies to the SVRIA to include Rejecting the current application from the Internal Revenue Service-Criminal Investigations.
8. Future Agenda Items
9. Board Comments
10. Adjournment (Next Meeting March 25, 2021)

ACCOMMODATION: If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please call (408) 510-9327 at least 72 hours in advance of the meeting. Should any member of the public wish to receive a disability related modification or accommodation to listen to or participate in the meeting they should contact SVRIA at the phone number listed above as soon as possible prior to the meeting.

AGENDAS AND OTHER DOCUMENTS: Public Records Pursuant to Government Code Section 54957.5, all public records produced by the Authority relating to an open session item on this agenda that are distributed to a majority of the Working Committee Members and are not exempt from disclosure pursuant to the California Public Records Act and will be available for public inspection at the SVRIA Office, 601 El Camino Real, Santa Clara CA 95050 at the same time that the public records are distributed or made available to the Board of Directors or Working Committee Members and at the meeting location at the time of the Board Working Committee meeting.

PUBLIC COMMENT: Anyone who desires to address the Board or Working Committee on an item appearing on the agenda may do so when public comment is called for on that item Anyone who desires to address the Board or Working Committee on items not appearing on the agenda but within the subject matter jurisdiction of the Board or Working Committee may do so during the Public Comment item on the Agenda. The Board or Working Committee is unable to take action on or engage in detailed discussion of issues presented during the Public Comment item. Comments by the public should be limited to two (2) minutes.

CONSENT CALENDAR: Consent Calendar items are typically non-controversial in nature and are considered for approval by the Board or Working Committee with one single action. Members of the audience, Staff or the Board or Working

Committee Members who would like an item removed from the Consent Calendar for purposes of discussion may request the Chairperson to remove the item to the regular agenda.

AGENDA ITEM 5a



Silicon Valley Regional Interoperability Authority

REGULAR MEETING MINUTES

Consistent with Governor Newsom's Executive Orders N-25-20 and N29-20 temporarily suspends certain Brown Act provisions to allow special districts to make meetings accessible electronically, this meeting will only be available to the public via Teleconferencing

**Silicon Valley Regional Interoperability Authority
Board of Directors**

Thursday, November 19, 2020 at 4:00 pm

Members of the Public are encouraged to attend:

Eric Nickel & Denise Sellers are inviting you to a scheduled Zoom meeting.

Topic: SVRIA Board of Directors Regular Meeting

Time: Nov 19, 2020 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87827016019?pwd=QVNOU3hGV2xSV2x1RklybkE0VkpFdz09>

Meeting ID: 878 2701 6019

Passcode: 983455

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+1 646 558 8656 US (New York)
 +1 301 715 8592 US (Germantown)
 +1 312 626 6799 US (Chicago)

Meeting ID: 878 2701 6019

Passcode: 983455

Find your local number: <https://us02web.zoom.us/j/87827016019>

1. Call to Order 4:30p.m.

2. Roll Call

SVRIA Board of Directors

Chair Mike Wasserman Santa Clara County Supervisor	Representing the County of Santa Clara	P /A
Vice Chair Laurie Smith Santa Clara County Sheriff	Representing the County of Santa Clara	P /A
Dave Cortese Santa Clara County Supervisor	Alternate – Representing the County of Santa Clara	P / A
Jeannie Bruins Los Altos Council Member	Representing the Northwest Cities of Palo Alto, Mountain View and Los Altos	P /A Joined Meeting at 4:38
Darcy Paul City of Cupertino Council Member	Representing SW Cities of Campbell, Cupertino, Monte Sereno, Saratoga, and Los Gatos	P /A
Jon Willey City of Cupertino Mayor	Alternate - Representing SW Cities of Campbell, Cupertino, Monte Sereno, Saratoga, and Los Gatos	P /A
Lisa Matichak City of Mountain View Council Member	Santa Clara City's Association Selection	P /A
Debi Davis City of Santa Clara Council Member	Alternate - Santa Clara City's Association Selection	P /A
Pam Foley City of San Jose Council Member	Representing the City of San Jose	P / A Joined meeting at 4:45
Chappie Jones City of San Jose Vice Mayor	Representing the City of San Jose	P /A Joined Meeting at 4:38

Sylvia Arenas City of San Jose Council Member	Alternate - Representing the City of San Jose	P /A
Raul Peralez City of San Jose Council Member	Alternate - Representing the City of San Jose	P /A
Peter Leroe-Munoz City of Gilroy Council Member	Representing the South County Cities of Gilroy and Morgan Hill	P /A
Larry Carr City of Morgan Hill Council Member	Representing VTA	P /A
Gary Miskell Chief Information Officer, VTA	Representing VTA	P /A
Russ Melton City of Sunnyvale Council Member	Representing the Central Cities of Milpitas, Santa Clara, and Sunnyvale	P /A
Karen Hardy City of Santa Clara Council Member	Alternate - Representing the Central Cities of Milpitas, Santa Clara, and Sunnyvale	P /A

3. Public Comment

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(For this meeting, Public Comment may be taken via teleconference).

Jeff Van Dell from Motorola Solutions provided public comment advising that the County Purchasing Contract that has been in effect since 2015 will be expiring December 15, 2020 and encouraged agencies to take advantage of the deep discounts that were available under this contract before it expires.

4. Action on Consent Calendar

- b. Approval of the Minutes of the October 22, 2020 Special Board Meeting
 - *Motion to approve minutes from October 22, 2020 made by Director Leroe-Munoz, 2nd by Director Melton; approved unanimously.*

5. Action Items

- a. Review and Adopt the 2021 Board of Directors Meeting Resolution and Schedule
 - *Motion to approve made by Director Carr, 2nd by Director Melton; approved unanimously.*
- b. Review and Approve FY20/21 Proposed Budget Amendment

- *Motion to approve made by Director Carr, 2nd by Director Melton; approved unanimously.*
- c. Review and Approve a new System Participant to the SVRCS – the Internal Revenue Service Criminal Investigation Division (IRS-CID)
- *Items discussed regarding IRS becoming a new participant:*
 - *Several questions were raised about adding new participating agencies on to the system. This would be the first Federal agency added as a Participant. All others are now local Mutual Aid partners. Questions were raised about what would happen if other Federal agencies asked to join in the future.*
 - *It was suggested staff work with the Working Committee to establish a policy on evaluating new participants to ensure the system capacity could handle new users and to ensure the participant is consistent with the intent of the regional public safety communications system.*
 - *It was decided to take a step back before approving the IRS to become a new System Participant and develop policies on adding new participating agencies.*
 - *Motion made by Director Melton to continue discussion regarding adding new system participants at the next Board of Directors meeting in January 2021, 2nd by Director Bruins; motion unanimously approved.*
 - *Chair Wasserman gave direction to our Legal Counsel and Executive Director to work with the Working Committee to create a policy.*
 - *Chair Wasserman asked IRS representative David Sihota to send the overview information on the IRS to Executive Director Nickel.*
- d. Resolution of Appreciation by the Board of SVRIA thanking Denise Sellers for Her Service as Executive Director and Wishing Her a Happy and Healthy Retirement
- *Chair Wasserman presented outgoing Executive Director Sellers with a resolution thanking her for her service as the Executive Director for SVRIA.*

6. Informational Updates (Verbal)

- h. Information Updates; Motorola Solutions Inc. Upgrade, SVRIA Video by CMAP
- *The upgrade had been planned for over one year, the upgrade took place the first week of November 2020. There were issues with the upgrade which caused a brief system outage of the West Cell which affected all West Cell agencies. System went into site trunking, which is how it is designed to do.*
 - *Staff requested an after-action report from Motorola. It was received and shared with the Board and Working Committee. Staff will be working with Motorola and partner agencies to address the issues. The Working Committee scheduled a Special Meeting on Monday, November 23rd, to discuss the after-action report and next steps.*
 - *A six-minute video on the inception, construction, completion of the SVRIA radio system was shown to the Board. The video will be provided to the*

member agencies and Board members to post and share in their respective agencies.

- i. Department of Justice (DOJ) Encryption Mandate
 - *Received letter from DOJ on October 12, 2020 regarding encryption mandates.*
 - *No personally identifiable information is to be transmitted over the radio. This includes names, birthdates, or other personal information that a person listening on a scanner would be able to identify the individual.*
 - *Staff will work with a sub-committee to draft a response letter for partner agencies on how SVRCS and partners will comply with the DOJ mandate.*
- j. CalOES Grant Request for a portable radio site on wheels; *Staff applied for a \$300k grant to build a portable radio site.*
- k. Recognition of Board Members leaving the Board; *Outgoing Board members Bruins, Carr, and Alternate Davis were recognized and thanked for their service.*

7. Future Agenda Items

Director Melton suggested the Board add Finance Committee to fortify SVRIA and anticipate future funding needs for upgrades and replacements of the equipment/systems. The Board directed Executive Director Nickel to determine how to move forward. Chairman Wasserman suggested Director Melton be on the committee.

8. Board Comments

9. Adjournment: **meeting adjourned at 5:44 pm.** (Next Meeting January 28, 2021)

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AGENDA ITEM 6a

Xavier Becerra, Attorney General

<p>California Department of Justice CALIFORNIA JUSTICE INFORMATION SERVICES DIVISION Joe Dominic, Chief</p> 	<p>INFORMATION BULLETIN</p>	
<p><i>Subject:</i> Confidentiality of Information from the California Law Enforcement Telecommunications System (CLETS)</p>	<p><i>No.</i> 20-09-CJIS</p> <p><i>Date:</i> 10-12-2020</p>	<p><i>Contact for information:</i> CLETS Administration Section CAS@doj.ca.gov (916) 210-4240</p>

TO: ALL CLETS SUBSCRIBING AGENCIES

Law enforcement and criminal justice agencies authorized by the California Department of Justice (CA DOJ) to access the CLETS must adhere to the requirements detailed in the CLETS Policies, Practices and Procedures (PPP) and in the Federal Bureau of Investigation (FBI) Criminal Justice Information Services (CJIS) Security Policy to ensure the confidentiality and integrity of the data therein.¹ More specifically, and as detailed further below, access to certain Criminal Justice Information (CJI) and Personally Identifiable Information (PII) must be limited to authorized personnel; and the transmission of such information must be encrypted. Although generally applicable, the information in this bulletin is particularly relevant to the radio transmission of protected data.

Allowable "access" to CJI and PII, derived from CLETS, is described in CLETS PPP section 1.6.4:

Only authorized law enforcement, criminal justice personnel or their lawfully authorized designees may use a CLETS terminal or have access to information derived from CLETS. Any information from the CLETS is confidential and for official use only. Access is defined as the ability to hear or view any information provided through the CLETS.

The FBI and the CA DOJ establish policies and procedures related to the usage and protection of CJI that govern the usage of the CLETS. The policies define CJI, classify them as restricted or unrestricted, and limit the amount and types of information that can be broadcast over unencrypted radio channels in order to protect sensitive CJI and PII.

Generally, PII is information that can be used to distinguish or trace an individual's identity, such as an individual's first name, or first initial, and last name in combination with any one or more specific data elements (see FBI CJIS Security Policy section 4.3.). Data elements include Social Security number, passport number, military identification (ID) number and other unique ID numbers issued on a government document. The most common data elements encountered during field operations include a driver license number or ID number.

The transmission of sensitive CJI and PII must be encrypted pursuant to the FBI CJIS Security Policy sections 5.10 and 5.13; and access may only be provided to authorized individuals as defined under the CLETS PPP and the FBI CJIS Security Policy.

¹ For reference, please refer to the CLETS PPP at <https://oag.ca.gov/sites/default/files/clets-ppp%2012-2019.pdf> and the FBI CJIS Security Policy at https://www.fbi.gov/file-repository/cjis_security_policy_v5-9_20200601.pdf/view. See also Government Code section 15150 et seq. and California Code of Regulations, title 11, section 703.

Compliance with these requirements can be achieved using any of the following:

- Encryption of radio traffic pursuant to FBI CJIS Security Policy sections 5.10.1.2, 5.10.1.2.1, and 5.13.1. This will provide the ability to securely broadcast all CJ (both restricted and unrestricted information) and all combinations of PII.
- Establish policy to restrict dissemination of specific information that would provide for the protection of restricted CJ database information and combinations of name and other data elements that meet the definition of PII. This will provide for the protection of CJ and PII while allowing for radio traffic with the information necessary to provide public safety.

If your agency is not currently in compliance with the requirements outlined herein, please submit an implementation plan to the CA DOJ, CLETS Administration Section, no later than December 31, 2020. The plan must be on agency letterhead and signed by the Agency Head (e.g., Sheriff, Chief); include a detailed description of how radio communications will be brought into compliance (e.g., encryption), or how the risks will be mitigated through policy if unable to implement the required technology; and must include the projected timeline as to when the issue will be resolved.

For questions about this bulletin, contact the CLETS Administration Section at CAS@doj.ca.gov or (916) 210-4240.

Sincerely,



JOE DOMINIC, Chief
California Justice Information Services Division

For XAVIER BECERRA
Attorney General

AGENDA ITEM 6b:

Potential Work Plan Projects for 2021 Reviewed and approved by Working Committee on January 11, 2021

- 1.** (Carry over from FY19/20 Work Plan) Complete the Emergency Response and Recovery Plan for the SVRCS and test the plan. *The EOP was completed in the June 2020 and is out for final review. During the recent wildfires, the plan was tested and there were lessons learned. Those lessons will be incorporated into the plan prior to final adoption by the Working Committee and the Board of Directors.*
- 2.** Complete system encryption to attain compliance with the State of California Department of Justice requirements from the October 12, 2020 memo. *Encryption has been started and more than half of the SVRIA members already meet the encryption mandate. SVRIA countywide interoperability talkgroups need to be encrypted. The goal is to have 100% compliance by 12/31/2021.*
- 3.** Complete the SVRIA Policy Manual. *A working draft is nearly completed and will be periodically released during the CY21.*
- 4.** Complete Site Security Survey initiated by Northern California Regional Intelligence Center (NCRIC). *A site security survey has been initiated on the SVRIA's critical public safety infrastructure. This includes site security and hardening from intentional acts and naturally caused threats such as wildfire.*
- 5.** (Carry over from FY19/20 Work Plan) Complete the video camera security project. *This project was completed in June 2020. It was determined to add a new camera on a recently completed remote site. The purchase order was issued in August and will be installed asap.*
- 6.** In collaboration with the Working Committee and SVRIA stakeholder groups, begin to develop a comprehensive training program for field users and dispatch center staff. *This is a new project and has not yet been started.*
- 7.** Initiate Data Interoperability Projects that support data-sharing between members including Computer Aided Dispatch (CAD) to CAD, situational awareness data sharing between fire agencies (Interra), Cop-Link, and information sharing exchange. *This is a new project and has not yet been started.*

AGENDA ITEM 7a



**Silicon Valley Regional Interoperability Authority
Board of Directors
Regular Meeting
January 28, 2021**

TO: Board of Directors,
Silicon Valley Regional Interoperability Authority (SVRIA)

FROM: Eric Nickel, Executive Director SVRIA

SUBJECT: Resolution authorizing the SVRIA to enter into a credit card agreement with Wells Fargo Bank for an amount not to exceed \$10,000.

Recommendations

1. Authorize the Executive Director to enter into a corporate credit card agreement with Wells Fargo Bank on behalf of the SVRIA in an amount not to exceed \$10,000.

Executive Summary

Staff of the SVRIA do not have a corporate credit card to use on behalf of the Authority. There are legitimate routine business needs for small purchases. In emergencies, there are business needs for larger purchases to maintain system operations and continuity.

Past staff members have utilized personal credit cards and then submitted reimbursement claims to the SVRIA's fiscal agent. Using personal cards for business purchases is not a best practice, especially in government procurement.

Discussion

The SVRIA needs a corporate credit card for routine and emergency procurement. Routine procurement includes purchases of online services such as Zoom Teleconference Solutions, file-sharing services such as Drop Box, Office 365 email, and expendable office supplies. In a disaster or large emergencies, a corporate credit card would be necessary for multitude of emergency repairs or purchases such as fuel for the tower site generators.

Procurement policies would continue to be followed, and any purchases by staff would be approved by the Board Chair before being submitted to the County Controller for payment. For transparency, all purchases would be shown in the monthly financial transactions and inspected as part of the annual audit. In addition to the Executive Director, the County Controller-Treasurer, George Doorley, would be a signatory to the account. These steps support appropriate fiscal control so that the procurement and approval are not being done by the same person.

The County of Santa Clara Controller-Treasurer is the fiscal agent for the SVRIA. The County Controller uses Wells Fargo Bank. The Executive Director has contacted Wells Fargo Bank to determine the steps to obtain a corporate credit card. Wells Fargo requires the following:

1. Wells Fargo Application including:
 - a. Government Customer Certification
 - b. Small Business Lending Advance Approval Agreement
 - c. Authorization Certificate
 - d. Account verification and credit check on the signatories
2. Authentication of the SVRIA's Federal Tax Identification Number.
3. Signed copy of the SVRIA Joint Powers Agreement.
4. Procurement Policies of the SVRIA.
5. Current Financials.
6. Approved Resolution of the Board authorizing the SVRIA to enter into a credit card agreement to borrow money.

Attachment

A: Resolution for the SVRIA to enter into a credit card agreement with Wells Fargo Bank.

AGENDA ITEM 7a: ATTACHMENT A

RESOLUTION NO. 2021-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SILICON VALLEY REGIONAL
INTEROPERABILITY AUTHORITY AUTHORIZING THE SVRIA TO ENTER
INTO A CREDIT CARD AGREEMENT WITH WELLS FARGO BANK**

WHEREAS, the Silicon Valley Regional Interoperability Authority (the “Authority”), a joint powers agency duly organized and existing under and by virtue of the laws of the State of California, is authorized under its powers in Article 3 of the Joint Powers Agreement dated November 3, 2016, to obtain and secure funding from any and all available public and private sources; and

WHEREAS, the Authority is authorized to incur debts, liabilities or obligation; and

WHEREAS, the Authority is authorized to enter into agreements; and

WHEREAS, the Authority is authorized to own, lease, sublease, acquire, operate, and maintain materials, supplies, equipment; and

WHEREAS, the Authority will follow specific procedures to safeguard usage, including, but not limited to approval by the Board Chair of each monthly bill; and

WHEREAS, there is a legitimate business need of the Authority for a commercial credit card for routine and emergency purchases on behalf of the Authority and in accordance with its procurement policies; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SILICON VALLEY REGIONAL INTEROPERABILITY AUTHORITY THAT WE AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CREDIT CARD AND LENDING AGREEMENT WITH WELLS FARGO BANK ON BEHALF OF THE AUTHORITY FOR AN AMOUNT NOT TO EXCEED \$10,000:

Dated this 28th day of January 2021.

Mike Wasserman
Board of Director Chair for SVRIA

AGENDA ITEM 7b



**Silicon Valley Regional Interoperability Authority
Board of Directors
Regular Meeting
January 28, 2021**

TO: Board of Directors,
Silicon Valley Regional Interoperability Authority (SVRIA)

FROM: Eric Nickel, Executive Director SVRIA

SUBJECT: Review and Approve policy and procedure for adding Future Participant agencies to the SVRIA

Recommendations

1. Receive and adopt an updated policy for evaluating future Participants in SVRIA.
2. Mutual Aid agency applicants may be added to interoperability talkgroups upon review and approval of the Working Committee.
3. Future Participant agency applicants shall demonstrate direct operational support for SVRIA members.
4. Future Participant agency applicants shall not be added for day-to-day operations unless the agency's primary operations are within Santa Clara County.
5. Future Participant agency applicants shall not be approved if their activities conflict with local public policy as determined by the Board of Directors.
6. Once all Member and current Participant agencies are on the Silicon Valley Regional Communication System (SVRCS), evaluate the entire system performance for the period of one year to determine capacity for addition of future Participants.
7. Reject the current request from the Internal Revenue Service Criminal Investigation (IRS-CI).

Executive Summary

This policy is intended to address future Participants. The process for future Participant agency review and approval to use the SVRCS and digital microwave services (ECOMM) are outdated. An updated process would enable the SVRIA

staff, Working Committee, and Board of Directors to evaluate and select Participant agencies applying to join the SVRCS.

SVRIA currently has authorized a number of Participant Agencies who utilize SVRCS but are not voting Members of SVRIA's Board. The current Participant Agencies are primarily Santa Clara County local government entities with primary operations in the County. Prior approvals support daily, direct, and consistent operational assistance with Member agencies.

Public policy implications of adding future Participant Agencies should be evaluated. If an agency prompts local concerns due to socio-political policies and actions that are incompatible with local policies, then SVRIA would not approve these agencies as a future Participant. The Board maintains the exclusive authority to approve any future SVRIA Participants.

Discussion

The terrorist attack of September 11, 2001 highlighted the need for multi-jurisdictional and interoperable radio communications. The Department of Homeland Security (DHS) published the National Emergency Communications Plan as a guideline to enable the Nation's emergency response community to communicate and share information securely across communications technologies in real time, including all levels of government, jurisdictions, disciplines, organizations, and citizens impacted by any threats or hazards event¹.

There is no interoperable federal radio system that automatically links federal, state, and local public safety agencies. On incidents where interoperability with federal agencies is needed, for example a large wildland fire on federal lands, certain radios can be programmed at the incident to allow state and local agencies to communicate with federal agencies. State and local agencies currently have access to these limited interoperable federal frequencies for use in emergency incidents.

In addition to the federal guidance, the State of California Office of Emergency Services (CalOES) encourages radio interoperability through cooperation and collaboration with agencies and groups throughout the entire State of California². The California Statewide Interoperability Executive Committee (CalSIEC) is tasked with managing the interoperability spectrum and developing governance on behalf of all California public safety emergency responders. The Santa Clara Region is represented on the CalSIEC by Andy Smith, who is an active member of the SVRIA Working Committee.

A new option for agencies needing day-to-day and mutual aid communications across multiple California counties will soon be available statewide. CalOES is

¹ National Emergency Communications Plan, Department of Homeland Security, September 2019. Downloaded from [National Emergency Communications Plan \(cisa.gov\)](https://www.cisa.gov/national-emergency-communications-plan).

² California Governor's Office of Emergency Services (CalOES), California Interoperable Communications, downloaded from [Public Safety Communications California Interoperable Communications](https://www.caloes.ca.gov/interoperable-communications).

completing construction of the California Radio Interoperability System (CRIS). This option was not available when the IRS-CI approached the SVRIA in early 2020. The CRIS supports emergency communications and interoperability for public safety agencies throughout the state at a significantly lower cost than joining a local interoperable system. SVRIA Members will also have access to the CRIS.

Moving from the state to the Bay Area, multiple regional interoperable radio systems provide shared talkgroups for mutual aid incidents or events. All member, participant, and mutual aid agencies on their radio systems have access to interoperable communication on incidents that cross county lines.

Since the inception of SVRIA in the early 2000's, the operational and policy focus has been on building an interoperable regional radio system to serve Santa Clara County. The mission of SVRIA is to represent the interests of all public safety agencies in Santa Clara County through its 19 municipal members and partners. SVRIA's Members include the County of Santa Clara, fourteen cities and towns, and special districts including the VTA³.

Currently there are several state and federal mutual aid agencies with SVRIA approval to use interoperability talkgroups. These include the California Highway Patrol (CHP), Cal Fire, the United States Coast Guard, the Federal Bureau of Investigations (FBI), and the United States Marshals Service. These agencies are authorized to use the SVRIA talkgroups and channels under the following circumstances:

1. When working with SVRIA members during joint operations.
2. During disaster and extreme emergency operations for mutual aid and interagency communications.
3. During emergency or urgent operations involving imminent risk to safety of life or protection of property.
4. With the prior approval of SVRIA, Participant agencies may use the talkgroups and channels for training purposes on joint trainings with SVRIA members.

To complete construction of the SVRCS, millions of dollars in local funds were invested along with state and federal grant funds. Annually, local members of the SVRIA have invested millions in local tax dollars to operate and maintain the SVRCS. In Fiscal Year 2020/21, the SVRIA members approved a \$4.12M expenditure of local funds.

Now that the SVRCS has been built out, the system has become an attractive, and cost-effective option, for non-member agencies to join a fully functional, modern, regional radio system. Not only do potential future Participant agencies gain interoperability with members, but the future Participant agencies could also obtain

³ Silicon Valley Regional Interoperability Authority, Mission of the SVRIA, Downloaded from [SVRIA.org](https://svria.org).

day-to-day and agency-centric communications at a fraction of the cost of building their own public safety radio system.

If a future Participant agency formally requests to join the SVRIA, an objective multi-step operational and technical review should be initiated by the Working Committee and the SVRIA Executive Director. At the completion of the review process, a recommendation would be made to the Board of Directors.

The technical and operational review would consider the following:

- Determine if there are operational, technical, and financial benefits to the SVRIA member agencies.
- Determine if the existing SVRCS infrastructure, including the ECOMM microwave system, can handle the projected new load.
- Determine one-time start-up and infrastructure costs as well as ongoing and replacement cycle costs of adding Participant or member agencies.
- Determine if the requesting agency's operational business is primarily in Santa Clara County.
- Evaluate if there are other options available for the requesting Participant agency. Could the requesting agency use the SVRIA system for mutual aid and interoperability only and not for day-to-day communications?

In addition to the operational and technical recommendations, the Board of Directors would evaluate public policy considerations and implications. In the future, it could be anticipated that additional federal, state, and local agencies would want to join the SVRCS for interoperable uses as well as day-to-day operations.

The IRS-CI has requested to join the SVRCS with assigned talkgroups for both day-to-day operations as well as multi-agency interoperable uses. On July 13, 2020, the Working Committee initially reviewed and recommended adding the IRS-CI for day-to-day and interoperability uses. After the Executive Director and General Counsel negotiated a Memorandum of Understanding, the draft agreement was presented to the Board of Directors on November 19, 2020.

The Board of Directors raised questions and policy matters that had not been previously addressed. The Board did not want to act on the request without additional research by staff. The Board directed the Executive Director to complete this research and return to the January 28, 2021 Board Meeting.

On January 11, 2021, the Working Committee reviewed and unanimously approved the recommendations in this staff report. The Working Committee also recommended that the Executive Director monitor system performance for a minimum of one year with all Member agencies and current Participants on the system to determine potential capacity for future Participants.

Advantages of adding future Participants:

- Increased interoperability with federal, state, and local public safety agencies who operate within Santa Clara County.
- Potential nominal cost reductions for member agencies as new Participants could add to the economies of scale.

Disadvantages of adding Participants:

- Mission creep as focus is placed on new Participant agencies instead of existing Members.
- Added load to the SVRCS system. More radios and more load on the system could result in decreased performance and the need for added infrastructure.
- Added workload to SVRIA staff and contracted service providers. Added workload could increase costs of service agreements.

Budget Impact

Budget impacts would be unique to each applicant. Under the current formula, the SVRIA would experience nominal revenue increases from the current federal application due to the small number of new radios added to the system. There would be similar and minimal expense increases due to the added radios.

If the new Participant applicant were large and had the potential of adding significant new radios and workload to the system, the SVRIA could experience large revenue and expense increases. A large new system Participant may also create the need for added infrastructure to handle the new radio and ECOMM workload. This added infrastructure breakeven point have not been calculated.

Attachments

A: Draft SVRIA Policy 208: Adding New Participants to the SVRCS and SVRIA

AGENDA ITEM 7b: ATTACHMENT A



Section Number:	200 Administration and Finance
Policy Number:	208
Title:	Adding New Participants to the SVRCS and SVRIA (DRAFT)
Date Issued:	January 28, 2021
Date Revised:	

Purpose

To provide objective and transparent guidance to the Working Committee and Executive Director when an agency formally requests to join the SVRIA. A multi-step operational and technical review should be completed. A recommendation to the Board of Directors shall be made for their review. The Board maintains the exclusive authority to approve new SVRIA participants.

The technical and operational review shall consider the following:

- Determine the operational, technical, and financial benefits to the SVRIA member agencies.
- Determine if the existing SVRCS infrastructure, including the ECOMM microwave system, can handle the projected new load.
- Determine one-time start-up and infrastructure costs as well as ongoing and replacement cycle costs of adding participant agencies.
- Evaluate the options available for the requesting participant agency. Is the requesting agency seeking to access the SVRIA for interoperability or day-to-day communications?
- Determine any public policy considerations and implications.

Policy

- 1) Participant agency applicants shall contact the Executive Director of the SVRIA and request a new participant evaluation. Participant agencies shall complete the application form.
- 2) The SVRIA Executive Director and Working Committee shall:
 - a. Determine if there are operational, technical, and financial benefits to the SVRIA member agencies.

- b. Determine if the existing SVRCS infrastructure, including the ECOMM microwave system, can handle the projected new load.
 - c. Determine one-time start-up and infrastructure costs as well as ongoing and replacement cycle costs of adding the participant agency.
 - d. Evaluate if there are other options available for the requesting participant agency. Could the requesting agency use the SVRIA system for interoperability only and not day-to-day communications?
- 3) Participant agency applicants may be added to interoperability talkgroups upon review and approval of the Working Committee and Board of Directors.
 - 4) Participant agency applicants shall demonstrate direct operational support for SVRIA members.
 - 5) Participant agency applicants shall not be added for day-to-day operations unless the agency's primary operations are within Santa Clara County.
 - 6) Participant agency applicants shall not be approved if their activities conflict with local public policy as determined by the Board of Directors.