



Silicon Valley Regional Interoperability Authority

REGULAR BOARD MEETING AGENDA
JULY 22, 2021, 4:00 PM

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 Meeting**

Topic: SVRIA Board of Directors Meeting

Time: Jul 22, 2021 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89024659480?pwd=SSt5bWE3eWZVUUtidEZ3dnppOHN1Zz09>

Meeting ID: 890 2465 9480

Passcode: 656157

One tap mobile

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Dial by your location

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Meeting ID: 890 2465 9480

Passcode: 656157

Find your local number: <https://us02web.zoom.us/u/k4Dr2NFqA>

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 City of Los Altos Council Member	Representing the Northwest Cities of Palo Alto, Mountain View and Los Altos	P / A
Lydia Kou City of Palo Alto Council Member	Alternate – 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 Matchak City of Mountain View Council Member	Santa Clara City’s Association Selection	P / A
Matthew Hudes Town of Los Gatos 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, Chief Information Technology Officer	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. 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.

4. Action on Consent Calendar

- a) Review and Approve Meeting Minutes from the Regular Board Meeting of May 27, 2021.

5. Closed Session Pursuant to Government Code Section 54957(a), THREAT TO PUBLIC SERVICES OR FACILITIES: one item (Conference with Executive Director and General Counsel).

6. Executive Director Updates

- a. Encryption Update – Eric Nickel (Verbal Report)
- b. SVRIA Mutual Aid MOU interest – State of California Department of Corrections and NASA Ames have expressed interest in becoming Mutual Aid Partners to use interoperability talkgroups under limited conditions when working or training with SVRIA Member and Participant Agencies – Eric Nickel (Verbal Report)
- c. Working Committee At Large Member replacement – Eric Nickel (Verbal Report)
- d. Setting up a radio equipment tour – Eric Nickel (Verbal Report)
- e. State of California Secretary of State, LAFCO and County Controller filing update of SVRIA Joint Powers Agreement Amendment – Gary Baum (Verbal Report and Attached Filing)

7. Action Items

- a. Amend SVRIA System Programming Policy
- b. Acceptance of the Annual Audit and Financial Statements ending June 30, 2020
- c. Approval of a purchase order with Motorola Solutions, Inc. for Cirrus Central System Management in an annual amount not to exceed \$51,000 and a total seven year amount not to exceed \$357,000 to monitor, troubleshoot, and optimize radio communications in the Silicon Valley Regional Communications System.
- d. Analysis of and Procedure for Zoom Meetings for SVRIA after Governor's Order Expires on September 30, 2021.

8. Future Items for Discussion

9. Adjournment

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) 277-3394 at least 72 hours in advance of 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 three (3) 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 3

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.

AGENDA ITEM 4a



Silicon Valley Regional Interoperability Authority

DRAFT REGULAR MEETING MINUTES

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

**Thursday, May 27, 2021
Teleconference/Zoom Online Meeting**

*****NOTE: Due to the VTA Shooting Community Vigil that several Board Members were planning on attending, some items were heard out of order and the Executive Director's Report was submitted via email.*****

1. Call to Order

➤ Chair Wasserman called the meeting to order at 4:01 pm

2. Roll Call

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 Arrived at 4:18 pm
Otto Lee Santa Clara County Supervisor	Alternate – Representing the County of Santa Clara	P / A
Jonathan Weinberg City of Los Altos Council Member	Representing the Northwest Cities of Palo Alto, Mountain View and Los Altos	P / A Arrived at 4:06 pm
Lydia Kou City of Palo Alto Council Member	Alternate – 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,	P / A

	Monte Sereno, Saratoga, and Los Gatos	
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
Matthew Hudes Town of Los Gatos 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, Chief Information Technology Officer	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

➤ **8 Directors Present. There is a quorum for the meeting.**

3. Public Comment and Closed Session
 - a. No Public Comment

- b. Closed Session Pursuant to Government Code Section 54957(a), THREAT TO PUBLIC SERVICES OR FACILITIES (Conference with Executive Director and General Counsel). Two Items.

➤ General Counsel Gary Baum with a statement. Closed session pursuant to Government Code Section 54957(a), threat to public services or facilities. Conference with the executive director and general counsel, there will be two closed sessions items. Thank you.”

➤ Entered Closed Session at 4:19 pm

➤ Re-entered Open Session at 4:51 pm

➤ Chair Wasserman with No Reportable Action.

4. Action on Consent Calendar

- a. Approval of the Minutes of the March 25, 2021, Board Meeting

➤ Motion to approve: Director Foley, Second: Jones. 7 Aye, 0 No. Motion carries.

5. Executive Director’s Report *****Submitted via email to the Board*****

- a. Update on California Department of Justice (CA-DOJ) Encryption Mandate for Law Enforcement.

SVRIA Law Interoperability Talkgroups transitioning effective May 10, 2021. The SVRIA is responsible for the Law Enforcement Interoperability Talkgroups. There are 16 of these talkgroups on the Silicon Valley Regional Communication System (SVRCS or System). These talkgroups are used when multiple law enforcement agencies come together for large incidents such as the VTA shooting, vehicle pursuits that travel through multiple jurisdictions, and large planned events such as a 49er Football game at Levi Stadium.

These talkgroups are subject to the same CA-DOJ mandate to protect personal privacy. Some of the talkgroups are already encrypted. On May 10, the final talkgroups were taken offline so radio technicians could perform the work to encrypt the talkgroups and program the radios. Staff expects this will take approximately 90 days. An interim communications plan has been communicated to the stakeholders and up to this point, the temporary changeover has proceeded smoothly.

All Law Enforcement Agencies except for Milpitas have transitioned to encryption on their primary talkgroups. Milpitas is scheduled to transition in August 2021. Since our March board meeting, the City of Santa Clara has transitioned to encryption. This leaves Milpitas as the only agency not yet encrypted.

- b. Mutual Aid Partner Internal Revenue Service-Criminal Investigations (IRS-CI).

The Executive Director executed the standard SVRIA Mutual Aid Memorandum of Understanding adding the IRS-CI as a Mutual Aid Partner and only authorizing the use of the SVRCS Talkgroups under limited conditions. This is an excellent outcome for the SVRIA and the IRS-CI. Effective July 1, 2021, the IRS-CI joins the FBI, US Marshals, and the US Coast Guard as a federal mutual aid partner on the SVRCS.

Under the agreement that lasts for nine years, the IRS-CI is allowed to use the following talkgroups:

SVRCS (Regional Interoperability)Talkgroups: SB-CALL, SB-INT1, SB-INT2, SB-INT3, SB-INT4, SB-INT5

SVRCS (Local Interoperability) Talk Groups: SB LAW1-6, SB LAW 7, 8 Encrypted (for spontaneous events) and SB LAW 9-14 , SB LAW 15, 16 Encrypted (for preplanned events)

SVRCS (Local Interoperability) Talk Groups: SB FIRE1-8 (for spontaneous events) and SB FIRE 9-14 , SB FIRE 15 &16 Encrypted (for preplanned events)

The IRS-CI may use the SVRCS talkgroups only:

- When working with SVRIA Members or Participants units on or during joint operations.
 - During Priority 1 circumstances as defined in the CLEMARS system priority guidelines – disaster and extreme emergency operations for mutual aid and interagency communications.
 - During Priority 2 circumstances as defined in the CLEMARS system priority guidelines - emergency or urgent operations involving imminent safety of life or protection of property.
 - With the prior approval of SVRIA, the IRS-CI may also use the SVRCS talkgroups and channels for training purposes on joint trainings with SVRCS Members or Participants.
- c. SVRIA Website Refresh and Security Enhancements. This small contract (\$3,000) is included in the approved budget and is within the purchasing scope of the Executive Director. The project will improve the website with current back-end support technology, improved security features, and will provide a better user experience with new looking webpages. The project should be completed by December 31, 2021.
- d. Cybersecurity and the SVRIA and SVRCS. SVRIA staff, radio technicians and dispatch center managers have been discussing cybersecurity in light of the recent attacks on computer systems including public infrastructure systems. A security subcommittee has been formed to specifically look at the SVRCS, apply for cybersecurity grants, to determine any vulnerabilities, and to estimate costs to enhance cybersecurity.
- e. Renewal of Professional Service Agreements with Financial/Administrative Assistant. The Executive Director extended the professional service agreement with Diane Stambaugh for an additional year. Diane provides excellent financial and budgeting support and has been instrumental with the current CalOES Grant. The one-year extension has been slightly modified to add additional hours for any administrative support as the separate position was not budgeted for Fiscal Year 21/22. In addition, Diane’s hourly rate increased 2% for a cost of living adjustment.
- f. Form 700 Filing Update. All Board members and staff have completed their Form 700 Filing. Thank you for completing your annual filing for the California Fair Political Practices Commission.

6. Action Items

a. Approval of the Second Amendment to Agreement Between the County of Santa Clara and the SVRIA for Services for Technical Support and Administration of SVRIA Communications Systems.

- Chair Wasserman with a Recusal Statement: I'm recusing myself from participating in the review of the second amendment to the county service agreement, item 6a, due to the appearance of a conflict of interest, as I am president of the County Board of Supervisors. I'll be turning the meeting over to Russ, who will take over as chair, and I will leave the Zoom meeting and return after this item. Chair Wasserman exited the meeting.
- Executive Director with a short staff presentation highlighting the excellent service and responsiveness of the County Communications Radio Shop Staff. As a government agency, County Communications is subject to Proposition 218 where costs must only be for services provided. County Communications cannot build in any profit or work not directly serving the SVRCS.
- Working Committee unanimously passed recommendation for the Board to approve at the May 10 meeting.
- Mike Gokey, County Communications available for any technical questions.

- No Public Comment

➤ Motion to approve: Director Jones, Second: Foley. 7 Aye, 0 No. Motion carries.

b. Approval of a Purchase Order in an amount not to exceed \$448,011 to Motorola Solutions Inc. for Site on Wheels project that is substantially funded (\$300,000) by the California Governor's Office of Emergency Services Public Safety Power Shutoff Grant Program.

- Staff with an update on the CalOES Grant Program. Good news to report on the timeline to complete the grant project. Extension granted by CalOES from October 31, 2021, to March 31, 2022.
- Staff and Motorola can comfortably complete the project with the new timeline.
- Staff will return at a later date with the Budget Amendment for SVRIA's share of the project once the FY20/21 carryover amount is known.

- No Public Comment

➤ Motion to approve: Director Foley, Second: Jones. 8 Aye, 0 No. Motion carries.

c. Approval of Professional Services Contract for General Counsel Services of Gary Baum

- Staff with short presentation on extending the agreement for General Counsel Service. Extending the agreement from one year to two years.
- Gary provides excellent services to the Board and Staff. Also, Gary has been invaluable with the transition of Executive Directors as he shares his SVRIA institutional knowledge.

- Director Weinberg commented on one unfinished sentence in the agreement on page 40 of the packet. The corrected sentence reads, "The above listed rate shall apply."

- No Public Comment

- Motion to approve: Chair Wasserman, Second: Jones. 8 Aye, 0 No. Motion carries.

7. Future Agenda Items

- None added

8. Adjournment

- Chair Wasserman adjourned the meeting at 4:52 pm

AGENDA ITEM 5

Closed Session

Closed Session Pursuant to Government Code Section 54957(a), THREAT TO PUBLIC SERVICES OR FACILITIES: one item (Conference with Executive Director and General Counsel).

AGENDA ITEM 6

Executive Director Updates

- a. Encryption Update – Eric Nickel (Verbal Report)
- b. SVRIA Mutual Aid MOU interest – State of California Department of Corrections and NASA Ames have expressed interest in becoming Mutual Aid Partners to use interoperability talkgroups under limited conditions when working or training with SVRIA Member and Participant Agencies – Eric Nickel (Verbal Report)
- c. Working Committee At Large Member replacement – Eric Nickel (Verbal Report)
- d. Setting up a radio equipment tour – Eric Nickel (Verbal Report)
- e. State of California Secretary of State, LAFCO and County Controller filing update of SVRIA Joint Powers Agreement Amendment – Gary Baum (Verbal Report and Attached Filing)

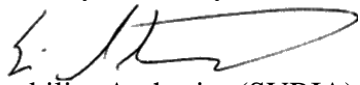
AGENDA ITEM 7a



Silicon Valley Regional Interoperability Authority

**Silicon Valley Regional Interoperability Authority
Board of Directors
July 22, 2021**

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

FROM: Eric Nickel, Executive Director 
Silicon Valley Regional Interoperability Authority (SVRIA)

SUBJECT: Amend SVRIA System Programming Policy

RECOMMENDATIONS

Adopt Amendment 1 to SVRIA System Programming Policy.

SUMMARY/DISCUSSION

The Working Committee adopted the SVRIA Programming Policy on July 13, 2020. This established a series of procedures for SVRIA Staff, Member and Participant technical personnel.

The policy included a series of classes and procedures that would need to be completed and followed before the SVRIA Executive Director would issue a Silicon Valley Regional Communication System (SVRCS) Key. The SVRCS System Key contains all of the necessary Fleetmap, security, and encryption data to make a radio work on the SVRCS. The key is uploaded into a key variable loader (KVL) which is owned by some Member and Participant agencies.

At the May 27, 2021, SVRIA Board of Directors Meeting, the Board expressed a need to review short and long-term system and cybersecurity policies and procedures to enhance system protection. As SVRIA Staff and technical and system support personnel continue to refine and align the policy, additional language is needed to reflect the current situation and future programming continuity. The Board's recommendation followed one made by Andy Smith, San Jose Police Department Interoperability Communications Manager and Working Committee Member, at the May 10, 2021, Working Committee Meeting to add a future agenda item addressing system and cybersecurity.

Amendment 1 includes:

1. Establishes a 120-day moratorium on issuing new SVRCS System Keys with an emergency relief provision.
2. Restricts issuing new SVRCS System Keys to Members or Participant Agencies violating the SVRIA Programming Policy until a thorough security analysis and signed usage agreement can be established.

FISCAL IMPACT

There is no SVRIA Fiscal Impact.

ATTACHMENTS

A. Amended SVRIA System Programming Policy

AGENDA ITEM 7a: Attachment A

Amended SVRIA System Programming Policy (changes in ***Bold***)



Silicon Valley Regional Interoperability Authority

System Programming Policy

~~Adopted July 13, 2020~~ ***Amended July 22, 2021***

The following policy was adopted by the Working Committee on July 13, 2020. The intent of this policy is to protect the Silicon Valley Regional Communications System (SVRCS) and programming integrity for all Member, Participant and Mutual Aid agencies.

The SVRCS is a Regional Radio System, meaning that anything done on or to the system can potentially impact everyone who uses the system. Therefore, SVRIA is requiring anyone who programs subscriber units on the SVRCS to have completed all of the necessary training and certifications and to be completely familiar with the system before they will be allowed to program on the system.

Issuance of a SVRCS System Key, that is necessary to program subscribers, will be tightly controlled. System Keys will be issued to an agency if requested by that agency and the agency has a SVRCS qualified/certified programmer. The requesting agency is responsible for the key. Each year System Keys are updated. This process requires the Key Holder to attend the annual BayRICS key exchange. SVRIA will also require the programmer to be recertified each year prior to the Key Exchange. This will require the individual to attend any mandatory programming meetings to receive updates on the system from SVRIA or the Systems Administrator. Prior to programming on the system, the programmer must have the agency's Fleetmap Code Plug reviewed and approved by the System Administrator in advance. This will prevent any programming errors and it will ensure the integrity of the system.

Key sharing is not allowed amongst individuals in an agency or outside their agency unless authorized by the SVRIA.

The following is a list of recommended qualifications for a technician to be able to program SVRCS radios.

Course Title	Target Audience	Sessions	Duration	Location	Date	Participants
ASTRO25 IV&D System Overview Course #: AST1038 (Self-paced; Online)	Programmers & Technicians	1	2.5 hours	Self-paced; Online	Prior to remaining classes	Up to 12
Communications Systems Concepts Course #: NST021 (Instructor-led)	Programmers & Technicians	1	4.5 days	Santa Clara, CA	Prior to Fleetmapping	Up to 12
ASTRO 25 Systems Fleetmapping Course #: RDS1017 (Instructor-led)	Programmers & Technicians	1	2.5 days	Santa Clara, CA	Prior to Programming Radios	Up to 12
APX CPS Radio Programming & Template Building Workshop Course #: APX7001 (Instructor-led)	Radio Programers	1	2 days	Santa Clara CA	Prior to programming radios	Up to 12
APX Technical Subscriber Academy Course#: APX010 (Instructor-led)	Radio Technicians	1	4.5 days	Santa Clara CA	Prior to maintaining radios	Up to 12
SVRCS Specific Training Orientaton to the System	Programers					
SVRCS Policy Review	Programers					
SVRCS ECOMM Overview	Programers					
P25 Technical Overview	Programers					
Encryption and Equipment	Programers					
SVRCS Fleetmap, Firmware, Release Notes	Programers					
Establishing Motorola Accounts	Programers					
Proficiency Certification and	Programers					

Course Title	Target Audience	Sessions	Duration	Location	Date	Participants
sign off as qualified Programmer						
System Key Issuance						

We recommend using the following service monitors with the appropriate options for FDMA / TDMA and Auto Test II. All test equipment must be calibrated.

- AEROFLEX IFR 3920 or the Freedom, General Dynamics R8000

Authorized Programmers must also have the necessary training and equipment to facilitate the loading of encryption keys with a Key Variable Loader (KVL) and possess the necessary hardware. This KVL hardware shall be maintained in a secure location and not shared with anyone.

The SVRCS Technical Committee will review and approve all requests for technicians to program radios on the system and will sign off on the sharing of a System Key. It is the position of the Technical Committee that only Local Agency Technicians and Motorola Solutions Technicians be authorized to program radios on the SVRCS in the interest of system integrity. No authorized programmer will be allowed to program subscriber radios until the Code Plug has been reviewed and approved by the SVRIA System Administrator.

A Technician that will be approved to program radios on the SVRCS is defined as a “Two-Way radio, Communications Technician” who has the education, training, and/or recent experience in the repair and calibration of current technology digital two-way radio trunking equipment. Further, SVRIA also recommends that the technician possess an FCC, NABOR, or equivalent certificate or work directly under supervision of someone who has this certification. In addition, the Technician must meet the following requirements:

They should fully understand and be able to apply the FCC rules and requirements for programming radios.

They should fully understand the SVRCS Fleet map and Talk group Layouts.

They will need a system key, programming equipment, and licensed software.

Should a Technician need to program radios other than the Motorola Brand, the Technical Committee will review and recommend the appropriate compatible training curriculum to ensure the agreed upon standards are met.

Amendment 1 (Proposed July 22, 2021)

- 1. Upon adoption, a 120-day moratorium on issuing new SVRCS System Keys shall be established. The purpose of the moratorium shall be for SVRIA Staff and other key stakeholders to conduct a thorough assessment of policies, procedures that support system continuity. The moratorium shall end on November 9, 2021. In the event of an emergency, the System Administrator and Executive Director may issue a key.*

- 2. Authorize the Executive Director to restrict issuing new SVRCS System Keys to Members or Participant Agencies who violate the SVRIA Programming Policy until a thorough security analysis and signed usage agreement can be established with the Member or Participating Agency. Agreements shall be shared with the Working Committee.*

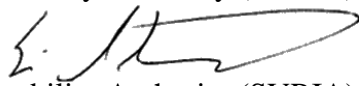
AGENDA ITEM 7b



Silicon Valley Regional Interoperability Authority

**Silicon Valley Regional Interoperability Authority
Board of Directors
July 22, 2021**

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

FROM: Eric Nickel, Executive Director 
Silicon Valley Regional Interoperability Authority (SVRIA)

SUBJECT: Review and Recommend Acceptance of the Annual Audit and Financial Statements ending June 30, 2020.

Recommendation

Review and recommend acceptance of the SVRIA Audit and Financial Statements ending June 30, 2020, for Fiscal Year (FY) 19/20.

Summary/Discussion

In accordance with the SVRIA Joint Powers Agreement, Article 7.2, an annual audit of its financial affairs is required. The audit must be conducted by a third party Certified Public Accountant firm. SVRIA's annual audit is coordinated with the Santa Clara County Controller-Treasurer's Office. The County serves as SVRIA's fiscal agent for financial transactions and administration.

The FY 19/20 audit was conducted by Moss, Levy & Hartzheim, LLP, a CPA firm with extensive local government and special district auditing experience. The audit followed the Government Auditing Standards. Moss, Levy & Hartzheim prepared the attached Audit Report for the Working Committee review and Board acceptance (Attachment A).

The Auditor's scope of work was to audit SVRIA's financial statements of the governmental activities and the major funds of the SVRIA for the fiscal year ending June 30, 2020. The related notes to the financial statements, which collectively comprise the Authority's basic financial statements are listed in their table of contents.

The overview of the audit, responsibilities of management, the auditor, matters of emphasis, and other mandated Government Auditing Standards are located on pages one and two. The important item to note is the Auditor's Overall Opinion. It states:

In our opinion, the financial statements found that the financial statements referred to present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Silicon Valley Regional Interoperability Authority, as of June 30, 2020, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

The annual audit is filed with the Santa Clara County Controller-Treasurer's Office and the State of California Controller's Office.

Financial Highlights

- The assets of the Authority exceeded liabilities by \$36,899,578 (net position) for the fiscal year reported, of this amount, \$30,488,082 is net investment in capital assets, and \$6,411,496 may be used to meet ongoing obligations to its Members, Participants, vendors and consultants.
- The Authority's total net position increased by \$18,741,294 during the fiscal year. The reason for the significant increase was due to a one-time adjustment for all of the Authority's capital assets. These assets had not been fully accounted for or depreciated in earlier financial statements.
- As of June 30, 2020, the Authority's governmental funds reported an ending assigned fund balance of \$6,411,496. Board policy directs that \$100,000 is to be used for Operational Reserves and a minimum of \$400,000 is to be used for Asset Replacement Reserves. This decreased by \$4,495,006 from the previous year due to the final payments to complete construction of the Silicon Valley Regional Communications System.

Fiscal Impact

The approved budget includes funding for this required professional service.

Attachments

- A. Audit Report and Financial Statements ending June 30, 2020.

AGENDA ITEM 7b: Attachment A

See separate file titled, Audit Report and Financial Statements ending June 30, 2020.

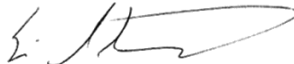
AGENDA ITEM 7c



Silicon Valley Regional Interoperability Authority

**Silicon Valley Regional Interoperability Authority
Board of Directors
July 22, 2021**

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

FROM: Eric Nickel, Executive Director 
Silicon Valley Regional Interoperability Authority (SVRIA)

SUBJECT: Purchase order with Motorola Solutions, Inc. for Cirrus Central System Management in an annual amount not to exceed \$51,000 and a total seven year amount not to exceed \$357,000 to monitor, troubleshoot, and optimize radio communications in the Silicon Valley Regional Communications System.

Recommendation

Approve the purchase order with Motorola Solutions, Inc. for Cirrus Central System Management in an annual amount not to exceed \$51,000 and a total seven year amount not to exceed \$357,000 to monitor, troubleshoot, and optimize radio communications within the Silicon Valley Regional Communications System.

Summary/Discussion

Cirrus Central is a new Motorola product that provides the advanced ability to monitor, troubleshoot, and optimize communications within the Silicon Valley Regional Communication System (SVRCS). CirrusCentral is cloud-based and requires minimal hardware, is simple to deploy and keep up-to-date via remote software updates and security patching.

Cirrus Central allows each member and participant agency to monitor and evaluate performance of their assigned radios. This allows our Members and Participant agencies the individualized performance support and management leading to overall system efficiency improvement.

Currently, the SVRCS System Administrator is the only staff person who can examine the system or individual agency's performance and generate reports. When a member or participant agency needs performance information, they call the System Administrator

who then runs the report from legacy software and standardized dashboard reports. This process is inefficient and takes valuable time away from more important system administration duties.

Cirrus Central will distribute measurement and management power into the hands of the end users of SVRIA’s members and participant agencies. They will only be able to review the radios assigned to their agency. For example, Mountain View would not be able to review the radio performance of Sunnyvale’s radios. The System Administrator and Executive Director would be able to review all member and participant agencies performance as we are evaluating and managing the entire system.

Cirrus Central supports all level of system users. In addition to the Executive Director and System Administrator, dispatch center directors and other key managers can review their agency’s performance at a high level, using a single dashboard that provides access to all the reporting tools and detailed trends. Reporting capabilities help system managers assess the performance of their network. This will assist identifying anomalies and determine the need for any system configuration changes.

The SVRIA System Administrator, Chris Collins has been testing Cirrus Central for six months. Motorola has been supportive in making changes and custom enhancements to meet the needs of our members and participant agencies.

In addition to Cirrus Central, the project will allow SVRIA Members and Participant Agencies to utilize the radios as a Wi-Fi-enabled hot spot for additional secure communications and data transfer from non-Motorola devices including cell phones.

Fiscal Impact

The proposed cost is included in the Fiscal Year 21/22 Budget that the Board Approved on March 25, 2021. The agreement is for seven years at an annual fixed cost of \$51,000. There are no future cost increases. SVRIA was able to take advantage of the 10-year System Upgrade Agreement (SUA) with Motorola and reduce the cost from \$86,000 per year to \$51,000. This annual savings of \$35,000 is reflected in the attached proposal in Section 3.1, Table 5.1, Pricing Summary.

The project costs include:

1) Original Offer	\$ 86,000
2) Long Term SUA Promotion	(\$ 35,000)
3) Annual Grand Total	<u>\$51,000</u>

Attachments:

A. Motorola SVRIA Cirrus Central System Management Solution dated June 17, 2021.

AGENDA ITEM 7c: Attachment A

A. See separate file titled, SVRIA Cirrus Central System Management Solution dated June 17, 2021

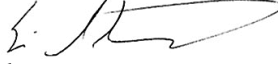
AGENDA ITEM 7d



Silicon Valley Regional Interoperability Authority

**Silicon Valley Regional Interoperability Authority Board of Directors
Board of Directors
July 22, 2021**

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

FROM: Eric Nickel, Executive Director 
Gary M. Baum, General Counsel
Silicon Valley Regional Interoperability Authority (SVRIA)

**SUBJECT: Analysis of and Procedure for Zoom Meetings for SVRIA after
Governor's Order Expires on September 30, 2021**

Recommendations

Direct the Executive Director and General Counsel to:

1. Continue holding future Board of Directors Meetings utilizing Zoom with a Board commitment to comply with the Brown Act requirements under Section 54953(b)(1)-(4) starting at the November 2021 meeting.

Executive Summary

As the Board is aware, SVRIA Board of Directors and nearly all other public bodies in the County have been meeting remotely, typically via Zoom or Microsoft Teams based upon the Brown Act waiver granted in the Governor's Executive Order N-29-20 in about March of 2020 at the start of the pandemic and lockdown. On June 11, 2021, the Governor issued Executive Order N-08-21¹ lifting the waiver of the Brown Act effective September 30, 2021.

The Board has previously expressed an interest in continuing to meet via Zoom or telephonically after the pandemic. The first scheduled Board meeting after September's is November 2021.

¹ See pages 9 – 10, Section 42

The legal requirements for holding a telephonic or Zoom meeting are virtually the same under Government Code Section 54953(b)(1)-(4). The requirement themselves are somewhat cumbersome and described in greater detail below.

Should the Board wish to meet in person, then this is resolved. If not, the method for meeting via Zoom is outlined below.

Legal Analysis

Government Code Section 54953(b)(1)-(4)² provides a road map for holding meetings telephonically. Section 54953(b)(4) allows for telephonic meetings to include meeting via electronic means, either audio or video or both. Although the statute predated Zoom it can be read to authorize Zoom meetings under 54953(b)(4).

Section 54953(b)(1) – (3) lists the requirements for the meetings as follows:

1. All votes taken must be roll call votes. (54953(b)(2))
2. The agenda must be posted at each location where a Board Member is calling from. (54953(b)(3)) This would require posting at a private residence, office building, government building, business or hotel. The Board Member or their staff will need to post the agenda at the door to their location or the front door of the facility with a room or location indicated.
3. The agenda must also be posted at the usual location at the City of Santa Clara Police Department, front kiosk. (54953(b)(3))
4. The address of the location where each Board Member is calling in from must be on the agenda. (54953(b)(3)) It is recommended that each Board Member provide the address to the Executive Director no less than one week prior to each meeting to ensure it is on the agenda.
5. Each location must be open to the Public and provide the public an opportunity to speak, even at a private residence. The location cannot be one that requires payment for admission (e.g., a private educational conference). The location must be ADA accessible³, so if it is in a private residence it must be on the first floor or accessible by elevator or ramp. (54953(b)(3))
6. A quorum of the Board must be within our jurisdiction, which for these purposes would be Santa Clara County. (54953(b)(3)). If a Board Member is on vacation outside the County or at a second home or location outside the County there still must be a quorum present inside the County for the meeting to be held by Zoom.

² All future references are the to the Government Code.

³ The statute appears to require ADA accessibility and has been interpreted to require this in the League of California Cities Continuing Education of the Bar Municipal Law Handbook (2020)at Section 2.33 pp.131

7. Arguably, Government Code Section 54953(b)(4) allows for the use of Zoom, although it did not exist when the statute was passed.

8. The Executive Director and/or General Counsel will be present at the Santa Clara Police Department for future meetings held over Zoom in the event that the public wishes to speak or appear there or if Board members wish to be there in person.

Budget Impact

There will be a small amount of additional work required by staff to track and place each Member's address on the agenda.