



Silicon Valley Regional Interoperability Authority

APPROVED REGULAR MEETING MINUTES

**Silicon Valley Regional Interoperability Authority
Working Committee**

**Monday, January 11, 2021
Teleconference/Zoom Online Meeting**

1. Call to Order

➤ **Chair Plamondon Called Meeting to Order at 2:05 pm**

2. Roll Call

Chair Heather Plamondon Santa Clara County Communication Director	Santa Clara County Representative	P / A
Vice Chair Jeff Hunter Battalion Fire Chief Sunnyvale DPS	At Large Member	P / A
Brian Loventhal City Manager City of Campbell	County/City Managers Association Representative	P / A
City Manager To Be Determined	County/City Managers Association Representative	n/a
Nicole Frazier Palo Alto PD Senior Technologist	At Large Member	P / A
Ruben Torres Fire Chief City of Santa Clara	Santa Clara County Fire Chiefs Assoc. Rep	P / A
Andy Smith SJPD/Interoperability Communications Manager	San Jose Representative	P / A
Brian Glass Deputy Chief Santa Clara County Fire	Santa Clara County Representative	P / A
Steve Forman Fire Captain San Jose Fire	San Jose Fire Department Representative	P / A

Pedro Espinoza Police Chief City of Gilroy	County Police Chiefs Association Representative	P / A
Judy Maloney Communications Manager City of Los Altos	PSCMA Representative	P / A
Kenneth Blackwell replacing Richard Bertalan Technology Manager VTA	VTA Representative	P / A
Luis (Joonie) Tolosa Manager, Operations Analysis, Reporting, & Systems VTA	VTA Representative	P / A

➤ *Staff also attending Michael Gokey and Chris Collins, County Communications*

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.

➤ *No Public Comment*

4. Action on Consent Calendar

a) Review and Approve Meeting Minutes from the Regular Meeting of November 9, 2020.

➤ ***Hunter/Tolosa: 8 AYE, 0 NO***

b) Review and Approve Minutes from the Special Meeting on November 23, 2020.

➤ ***Plamondon/Hunter: 8 AYE, 0 NO***

c) Revised Working Committee Meeting Schedule for 2021 to correct clerical error. Approved calendar incorrectly noted July 11 when the date should have been July 12 (Government Code Section 36934). Updated schedule attached.

➤ ***Plamondon/Maloney: 8 AYE, 0 NO***

5. Action Items

a) Review and Approve policy and procedure for adding participant agencies to the SVRIA: Evaluation and establishment of a review process and policy recommendation.

➤ *Chair Plamondon opened with background on previous Working Committee Meeting that considered a 2020 request by the Internal Revenue Service (IRS) to join the SVRIA. The Working Committee recommended the request, but in the November 2020 SVRIA Board meeting, the Board expressed public policy concerns and asked the Executive Director to review the policy of joining the SVRIA.*

➤ *Executive Director Nickel provided an overview of the November 2020 Board meeting and their research directions and concerns related to public policy, low cost of joining the SVRIA, and a focus on local public agencies doing business in Santa Clara County. There is a new opportunity for state-wide interoperability*

with the State of California's Interoperability Radio System. The Board also wants to create an application process with review.

- *Chair Plamondon provided some clarification on the ECOMM application process, technical review process and cost-sharing.*
- *Jeff Hunter provided thoughts on his front-line operations perspectives having all users being able to communicate with each other. Supports adding users. Understands bigger policy perspectives.*
- *Andy Smith provided perspective on running the system for a year with all users to determine system capacity before adding new members. Understands the perspectives of all and supports the direction.*
- *Nickel reminded that users can still access the interoperability talk groups and with the State's system, can access system.*
- ***Plamondon/Smith to approve staff recommendation: 8 AYE, 0 NO***

b) **Work Plan Update for Calendar Year 2021 after Executive Director Transition**

- *Executive Director Nickel provided an overview of the current work plan and focus for the next six to 12 months. Bylaws state the work plan to be presented the first meeting of the Fiscal Year. Covered proposed work items in Attachment B.*
- *Working Committee added Data Interoperability Projects including data-sharing, CAD-to-CAD interface, Interra situation status for fire agencies, Cop-Link, and information sharing exchange.*
- *Hunter appreciated the Training Item*
- *Smith asked that the Executive Director bring the hiring of future consultants to the Working Committee.*
- *Nickel updated Working Committee on current SVRIA staffing:*
 - *Executive Director with 30-hours/week*
 - *Finance and website contractor with a 20-hours/month*
 - *No additional staff needs planned*
 - *Financial acknowledgement due to the current pandemic and economic concerns*
- ***Smith/Espinosa to approve staff recommendation with addition of Data Interoperability Project: 8 AYE, 0 NO***

6. Updates and Presentations

a) **Encryption Update – Andy Smith, Eric Nickel (Verbal Report)**

- *Update on encryption transition to comply with CA DOJ mandate.*
- *Will update Police Chiefs on January 14, 2021.*
- *All discussed what is going on with Palo Alto and their encryption transition. Lots of media attention.*
- *Nickel would prefer that all transitioned to encryption at same time.*
- *Chair Plamondon expressed that SVRIA and SVRCS can support agencies transitioning to encryption.*

b) **Cellular Commercial Users Sub Committee Update – Heather Plamondon (Verbal Report)**

- *Policy is in draft, still need to understand how cities and SVRIA will interact to approve and move projects through the Planning Department and Fire Marshal.*
- *Task Fire Marshals to engage Public Works.*
- *Point of contact for all SVRIA towers.*

c) LAW Fleetmapping Sub Committee Update: Andy Smith & Committee Members
(Verbal Report)

- *Input and update State talk groups and encryption changes are the next steps.*

d) System Performance Reporting – Eric Nickel

- *Nickel wants to bring forward periodic system performance.*
- *Aviat has a ECOMM performance report.*
- *Can run talkgroup, site and individual user performance report.*
- *Hunter wanted to share any system complaints/concerns from previous month. Used example of an echo issue that was easily fixed once others knew about it.*
- *Working Committee supported the report and would find it of value.*

7. Future Items for Discussion

a) Budget Workshop and recommendations to Board for their March meeting – Eric Nickel
(Verbal Report)

- *Working Committee will have the March Meeting to review budget.*
- *Financial acknowledgement due to the current pandemic and economic concerns.*
- *Plan will be a lean budget for FY21/22.*
- *Cost to program radios for coming year due to encryption and upgrades.*
- *Tolosa CAM, provision managing structure. Plamondon and Tolosa to review offline and follow up to see if that meets VTA's needs.*

8. Adjournment **3:06 pm**