



Silicon Valley Regional Interoperability Authority

APPROVED: REGULAR MEETING MINUTES

**Silicon Valley Regional Interoperability Authority
Working Committee**

**Monday, May 10, 2021
Teleconference/Zoom Online Meeting**

1. Call to Order

➤ Vice Chair Hunter called the meeting to order at 2:03 pm

2. Roll Call

Chair Heather Plamondon Santa Clara County Communication Director	Santa Clara County Representative	P / A Excused (at Budget Hearing)
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
Ed Shikada City Manager City of Palo Alto	County/City Managers Association Representative	P / 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 Assistant Chief Santa Clara County Fire	Santa Clara County Representative	P / A
Steve Forman Battalion Chief	San Jose Fire Department Representative	P / A

San Jose Fire		
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 Technology Manager VTA	VTA Representative	P / A
Luis (Joonie) Tolosa Manager, Operations Analysis, Reporting, & Systems VTA	VTA Representative	P / A

3. Public Comment

One member of the public attended the meeting but did not make any public comments.

Mr. Carl Taylor representing the Uvas Volunteer Firefighters. He has been working with Ms. Plamondon to try and answer some questions about programming our VHF band radios. So far so good.

4. Action on Consent Calendar

a) Review and Approve Meeting Minutes from the Regular Meeting of March 8, 2021.

➤ Motion Brian Glass / 2nd Brian Loventhal to approve minutes: 11 Aye, 0 No, 1 Excused, 1 Absent. Motion Passes.

5. Action Items

a) Review and Recommend Approval by SVRIA Board of Directors: Second Amendment to Agreement Between the County of Santa Clara and the SVRIA for Services for Technical Support and Administration of SVRIA Communications Systems.

➤ Brian Glass with a recusal statement, “I’m recusing myself from participation in the review of the county service agreement amendment due to the appearance of a conflict of interest, as I’m currently serving as the acting fire chief, an employee of the Santa Clara County Fire Department, where we both share the same Board as the Board of Supervisors, I’ll be leaving the zoom meeting and returning after this item.”

➤ Executive Director Nickel with a short staff presentation highlighting the agreement extension, the excellent service SVRIA receives from County Communications, and the nominal cost increase is due to personnel costs. In addition, as a government agency, Proposition 218 only allows for direct costs to be included, there is no profit as there would be for a private company.

➤ No public comment.

➤ Andy Smith also noted the excellent customer service from County Communications.

➤ Motion Andy Smith / 2nd Joonie Tolosa to adopt Staff Report Recommendations: 10 Aye, 0 No, 1 Recusal, 1 Excused, 1 Absent. Motion Passes.

- Brian Glass rejoined the meeting
- b) Review and Recommend Approval by SVRIA Board of Directors: Motorola Solutions Inc. for Site on Wheels project that is substantially grant funded by the California Governor's Office of Emergency Services.
- Executive Director Nickel provided an update and overview of the California Governor's Office of Emergency Services (CalOES) grant program.
 - SVRIA received a \$300,000 grant to support a Site on Wheels (SOW). The SOW could temporarily take the place of an existing site that was out of service due to a power shutdown, or it could be added as an additional site to augment the system.
 - Some strings attached that was of concern to staff was the short time frame to complete the project (October 31, 2021). Staff raised timing concerns with CalOES as did a number of grant recipients. CalOES changed the project completion deadline to March 31, 2022.
 - Staff will be able to complete the project by the new deadline without having to rush through procurement and construction.
 - Carry over funding from FY20/21 will support additional costs.
 - No public comment.
 - Motion Andy Smith / 2nd Pedro Espinosa to accept Staff Report Recommendations: 11 Aye, 0 No, 1 Excused, 1 Absent. Motion Passes.

6. Updates and Presentations

- a) Encryption Update – Andy Smith, Eric Nickel (Verbal Report and attached letter to Santa Clara County Police Chiefs Association)
- As a reminder, the encryption mandate memo came from the State DOJ in October of 2020. If agencies were not already encrypted, a plan had to provide to the DOJ by December 31, 2020. SVRIA and the Fleetmapping Sub-Committee under Andy Smith's leadership produced templates for our law enforcement partners.
 - SVRIA's policy is that we follow all appropriate federal state, local laws and mandates. Of equal importance is that the SVRIA supports interoperable capabilities of the radio system.
 - SVRIA's plan is to have all talkgroups where personally identifiable information could be transmitted by December 31, 2021.
 - At 0700 hours on May 10, 2021, the SB LAW Interoperable Talkgroups that were not encrypted were turned off so radios and the system could be updated with encryption.
 - Memo issues to all police chiefs, public safety dispatch managers, and other key stakeholders.
 - Approximately 90 days to complete work.
 - Four encrypted SB LAW and all of the other unencrypted talkgroups (SB FIRE, SB EMS, SB EVENT) are still available for use.
 - Goal is to have work completed in early August, before large events begin at Levi Stadium.

- Right now, we have all of our member law enforcement agencies encrypted with the exception of the City of Milpitas and San Jose State University PD.
- b) Executive Director to execute the standard SVRIA Mutual Aid MOU adding the Internal Revenue Service-Criminal Investigations (IRS-CI) as a Mutual Aid Partner and only authorizing use of the SB Law Talkgroups under limited conditions when working or training with SVRIA Member and Participant Agencies – Eric Nickel (Verbal Report and attached MOU)
- SVRIA has completed the agreement to bring on the IRS-CI as a mutual aid partner. Agreement is effective July 1, 2021, using the standard Mutual Aid Agreement. IRS-CI joins the other federal agencies who are mutual aid partners. These include the FBI, US Marshals and the US Coast Guard.
 - This a good resolution for all parties involved.
- c) SVRIA Website Refresh and Security Enhancements – Eric Nickel (Verbal Report)
- A small contract (\$3,000) was executed with SVRIA’s web hosting service to update security features, functionality and to refresh the look of the web page. Goal is to be completed by end of September.
- d) Cybersecurity and the SVRIA and SVRCS – Eric Nickel (Verbal Report)
- Working with NCRIC on physical and cyber security assessment of the SVRCS.
 - Recent cyber attacks on public agencies and critical infrastructure heightened the awareness and review.
 - Local attack on the VTA’s computer network did not get into the SVRCS or SVRIA computer systems. VTA isolated themselves while they assessed what was impacted.
 - Desire to conduct a threat assessment to determine gaps and prioritizations of solutions.
 - Brian Glass noted that grant funds are available for these assessments. County Fire is currently going through this process.
 - SVRIA is definitely interested in grant funding for these gap assessments. Will follow up.
- e) Renewal of Professional Service Agreements with General Counsel and Financial/Administrative Assistant – Eric Nickel (Verbal Report)
- The Executive Director has extended the professional service agreement with Diane Stambaugh for an additional year. Hours were increased as she has taken on additional administrative and grant support roles. Total is not to exceed \$30,000.
 - The Board will be asked to extend Gary Baum, General Counsel, for an additional two years. Besides providing a high level of service, Gary brings extensive historical perspective to staff and the Board as he has been part of SVRIA since its inception. The services and support are valuable.
7. Future Items for Discussion
- Andy Smith asked for a thorough cyber threat analysis. Some discussion on grant funds available for vulnerability assessments, NCRIC services, and now Motorola offers a cyber assessment and monitoring service for a fee.

8. Adjournment

- Vice Chair Hunter adjourned the meeting at 2:38 pm