



Silicon Valley Regional Interoperability Authority

WORKING COMMITTEE REGULAR MEETING AGENDA
NOVEMBER 7, 2022, 2:00 PM

Consistent with the requirements of AB 361 and the resolution of the Board of Directors of SVRIA this meeting will only be accessible to the public electronically and available to the public via Teleconferencing. We encourage public participation.

Topic: SVRIA: Working Committee Meeting

Time: Nov 7, 2022 02:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

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Meeting ID: 854 1316 3470

Passcode: 790737

One tap mobile

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Dial by your location

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+1 360 209 5623 US

+1 386 347 5053 US

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1. Call to Order

2. Roll Call

Chair Andy Smith SJPD/Interoperability Communications Manager	City Manager's Office Representative, San Jose	P / A
Vice Chair Brian Glass Assistant Fire Chief Santa Clara County Fire	County Executive's Office Representative, Santa Clara County	P / A
Trisha Adcock Director, Santa Clara County Communications	Director, Santa Clara County Communications	P / A
Brian Loventhal City Manager City of Campbell	Santa Clara County, City Managers Association	P / A
Ed Shikada City Manager City of Palo Alto	Santa Clara County, City Managers Association	P / A
Nicole Frazier Palo Alto PD Senior Technologist	At Large Member	P / A
Joey McDonald Communications Operations Manager Santa Clara Police Department	At Large Member	P / A
Ruben Torres Fire Chief City of Santa Clara	Santa Clara County Fire Chiefs Assoc. Rep	P / A
Pedro Espinoza Police Chief City of Gilroy	County Police Chiefs Association Representative	P / A
Michael Wodnick Communications Division Manager San Jose Fire	City Manager's Office Representative, San Jose	P / A
Judy Maloney Communications Manager City of Los Altos	PSCMA Representative	P / A
Kenneth Blackwell Technology Manager VTA	VTA Representative	P / A
Randeep Sangha	VTA Representative	P / A

Transportation Superintendent - Service Management VTA		
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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 Meeting of September 12, 2022.

5. Executive Director Updates and Presentations (Verbal reports unless indicated)

- a. Motorola System Upgrades
 - i. System Upgrade Agreement (SUA), Biennial System Upgrade October 17 to November 11, 2022
 - ii. Training report for potential interruptions during System Upgrade – Failsoft and Site Trunking Training for Dispatch Managers and Field Users held on October 26, 2022
- b. Subscriber Unit True-Up Update
- c. Cybersecurity Update – Partnership with Department of Homeland Security (DHS) for Critical Infrastructure Assessment
- d. Fee Study Completed for Bi-Directional Amplifier (BDA) and Emergency Responder Radio Communications Systems (ERRCS)
- e. Board of Directors Meeting on November 17, 2022
 - i. In-person at Santa Clara Police Department – 1st Floor, Community Room at 4:00 pm
 - ii. Recognition of Directors Mike Wasserman and Laurie Smith for their service to SVRIA
- f. Update on County Fire Chiefs Grant Project to Support Countywide Common Operating Picture for Fire and EMS Service
- g. COVID State of Emergency Declaration ending February 28, 2023

6. Action Items

- a. Adoption of Resolution for SVRIA Working Committee Meeting Schedule for Calendar Year 2023

7. Member/Participant Agency Announcements and any Future Items for Discussion

8. 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 or Board of Directors and are not exempt from disclosure pursuant to the California Public Records Act and will be available for public inspection on the SVRIA website <https://svria.org/> at the same time that the public records are distributed or made available to the Board of Directors or Working Committee Members..

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.

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. Members of the public wishing to comment on an item on the agenda may do so in the following ways: Email comments to the SVRIA Executive Director via email at enickel@svria.org or mailed to SVRIA, Executive Director, 601 El Camino Real, Santa Clara, CA 95050.

Emails will be forwarded to the Board of Directors or Working Committee as appropriate. **IMPORTANT:** identify the Agenda Item number in the subject line of your email. All emails received will be entered into the public record for the meeting.

In order to provide oral public comments during the meeting, please do the following:
When the Chair announces the item on which you wish to speak, click the “raise hand” feature in Zoom. Speakers will be notified shortly before they are called to speak.
When called to speak, please limit your comments to the time allotted (up to 3 minutes, at the discretion of the Chair). Phone participants: *6 - Toggle mute/unmute *9 - Raise hand

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.

AGENDA ITEM 4a



Silicon Valley Regional Interoperability Authority

DRAFT REGULAR MEETING MINUTES

**Silicon Valley Regional Interoperability Authority
Working Committee**

**Monday, September 12, 2022
Teleconference/Zoom Online Meeting**

1. Call to Order

- Chair Smith called the meeting to order at 2:02 pm

2. Roll Call

Chair Andy Smith SJPD/Interoperability Communications Manager	City Manager’s Office Representative, San Jose	P / A
Vice Chair Brian Glass Acting Fire Chief Santa Clara County Fire	County Executive’s Office Representative, Santa Clara County	P / A
Trisha Adcock Director, Santa Clara County Communications	Director, Santa Clara County Communications	P / A
Brian Loventhal City Manager City of Campbell	Santa Clara County, City Managers Association	P / A
Ed Shikada City Manager City of Palo Alto	Santa Clara County, City Managers Association	P / A
Nicole Frazier Palo Alto PD Senior Technologist	At Large Member	P / A
Joey McDonald Communications Operations Manager Santa Clara Police Department	At Large Member	P / A
Ruben Torres Fire Chief	Santa Clara County Fire Chiefs Assoc. Rep	P / A

City of Santa Clara		
Pedro Espinoza Police Chief City of Gilroy	County Police Chiefs Association Representative	P / A
Michael Wodnick Communications Division Manager San Jose Fire	City Manager's Office Representative, San Jose	P / A
Judy Maloney Communications Manager City of Los Altos	PSCMA Representative	P / A
Kenneth Blackwell Technology Manager VTA	VTA Representative	P / A
Randeep Sangha Assistant Superintendent VTA	VTA Representative	P / A

There are nine members present, there is a quorum.
Chair of the SVRIA Board of Directors, Russ Melton also attending the meeting

3. Public Comment

- One member of the public present. No members of the public have commented through the Working Committee Members. No public comment.

4. Action on Consent Calendar

- a. Review and Approve Meeting Minutes from the Regular Meeting of May 9, 2022 (No meeting held on July 11, 2022)
 - No public comment
 - Motion to approve E. Shikada, P. Espinosa second. No comments. Roll call vote taken, Aye: 8, No: 0, Abstain: 1 (M. Wodnick). Motion Carries.

5. Executive Director Updates and Presentations

- a. Two-year Subscriber Unit True-Up in July 2022 (Verbal Report)
 - The True-Up was previously conducted every other year and serves as the basis for the annual maintenance and operations budget for SVRIA. Agencies add or remove radios as their operational needs change. We count every mobile and portable radio on the SVRCS. New software allows SVRIA to conduct the count annually, which we will begin doing.
 - Chair Smith reminded Committee to be mindful of the number of licenses that SVRCS owns as well as the FCC License total. Chair Smith also highlighted accurate radio identification numbers, as these are shared with adjoining regional radio systems. Inaccurate radio ID numbers would mean the radio would not operate on the adjoining radio systems.

- Executive Director noted the FCC license is 13,500 radios. Currently, the radio total is 11,365.

b. Motorola System Upgrade

- Location on Push-to-Talk (LoPTT): Added new enhancement. LoPTT is a new technology, and not available when SVRCS started 10 years ago. Locations were only provided upon emergency activation on the radio and when the system polled the radios operating at that moment. The new technology works when any of our users key up on the radio, and it automatically transmits a location on every push-to-talk. Why is that important? It's primarily important for law enforcement members right now. For example, a law enforcement officer is in a tense situation or in a foot pursuit, and they may not be able to give a detailed location, but when they activate pushing their radio to say, "I'm in pursuit," a location from that radio is available. Individual agencies are responsible for purchasing the new radios. When agencies upgrade their radios, the technology is available to them. It is not available on the older radios. From a cybersecurity standpoint, there's also advantages. SVRIA purchased an initial bundle of 500 licenses to make LoPTT work.
- Biennial System Upgrade October 31 to November 11, 2022: SVRIA's single biggest contract is with Motorola. The contract does two things. One, it provides for ongoing 24/7/365 radio system maintenance, and it also provides for a system upgrade. And what that means is as technology is improved, as cyber security features are improved, as computers are getting smaller, SVRIA gets the system upgrades. Motorola is upgrading 175 pieces of hardware in 35 locations. The hardware upgrades are primarily switches, routers, and computer terminals. There is a lot of pre-work that has to occur. Staff met with our Motorola upgrade team last Thursday. The intense work has already started behind the scenes. There are two pallets of computers and other hardware at county communications, we've got an advance Motorola team that is starting to get the hardware set up, and the hardware is going to get loaded with software and any types of settings that they need to do. Motorola Team will be onsite October 31 to November 11 to perform the core upgrades and cut over. Work will primarily be done in the overnight hours, midnight to 4:00 AM when calls for services are low. We also have contingencies built in that if there are significant emergencies going on at the time, that we're going to pause any sort of work until the emergency resolves. Extensive communication to stakeholders has already begun. Schedules to be shared with stakeholders as soon as it has been validated.
- Training for potential interruptions during the system upgrade – Failsoft and Site Trunking for Dispatchers and Field Users. In preparation for the system upgrade, SVRIA is hosting an in-person and Zoom training class on October 26 to cover the procedures if the radio system goes into one if its safety modes (Failsoft and Site Trunking). The just-in-time training is designed to support dispatch center staff and field personnel. The long term goal is to conduct

ongoing Failsoft and Site Trunking tests on the system so staff gets comfortable with the procedures.

- c. Cybersecurity Update – Partnership with Department of Homeland Security (DHS) for Critical Infrastructure Assessment
 - DHS was here in early August. Staff accompanied them on four site visits to the Master and three Prime Sites. It is approximately 12 hours of input and site visits per location. The reports take approximately four to six weeks to complete (per site). Director Wodnick inquired on how the reports would be shared. When the reports begin to be received, staff will come back and brief the Working Committee and Board in closed session given the sensitivity of the information of the vulnerability assessment. Staff will receive the Master Site report first, then the prime sites approximately four weeks apart. Board has allocated \$300K for site assessments and enhanced cyber and physical security.

- d. Radio Encryption Update
 - Senate Bill 1000 did not make it out of the Assembly Appropriations Committee and will not become law this legislative session. State identified new costs in excess of \$100M for state agencies only and did not define local agency costs. Bill likely to be reintroduced next legislative session in January 2023.
 - Palo Alto Police began to unencrypt police dispatch radio communication on September 1. This was a decision made by the new Police Chief. As stated before, SVRIA’s policy is to ensure the radio system works, in particular interoperability, no matter the local policy decisions of our member. The radio system will work whether an agency is encrypted or unencrypted.

- e. Board of Directors Meeting of July 28, 2022
 - The Board met in July. Two items to pass along. New Board Chair and Vice Chair. Chair is now Russ Melton, Council member from the City of Sunnyvale and the Vice Chair is Karen Hardy Council member from the City of Santa Clara.
 - Board will meet in person on November 17, 2022 at the Santa Clara Police Department, Community Room, 1st Floor at 4:00 pm. Board will recognize and honor two long-serving Board members who are retiring, County Board of Supervisor Mike Wasserman and County Sheriff Laurie Smith will be leaving the Board. Both have served SVRIA for 10 plus years. There will be a recognition and small reception after the meeting. The Working Committee and public are invited.
 - Board Chair Russ Melton introduced himself and thanked the Working Committee for their hard work and expertise. Chair Melton shared his perspective and goals for 2023, in particular around documenting SVRIA good governance and transparency. Chair Melton also shared Vice Chair Hardy’s background and shared alignment between the Board and Working Committee.

- f. CalOES Grant-Funded Site on Wheels Project
 - Project is completed and closeout done with CalOES. Site is operational and ready to deploy in the region as needed.

- No public comment

6. Action Items

a. Elect a Working Committee Chair and Vice Chair for Fiscal Year 2022/2023

- Executive Director presented staff report and options for Working Committee to consider.
- JPA calls for annual selection of Chair and Vice Chair.
- Committee can decide to continue with current Chair and Vice Chair or hold a new election.
- General discussion among Committee members.
- Consensus that the current Chair and Vice Chair serve the Committee, Board and SVRIA well. If they are interested, Committee would like to continue with their leadership.
- Executive Director confirmed that both Chair and Vice Chair are willing to serve in these roles for another Fiscal Year.
- Chair Smith spoke and shared his experience and that he would continue in the role if that were the will of the Committee.

- Motion to continue with Working Committee Chair Andy Smith and Vice Chair Brian Glass for Fiscal Year 2022/2023. B. Loventhal with the motion, P. Espinosa second. No further discussion, No public comments. Roll call vote taken, Aye: 8, No: 0, Abstain: 1 (A. Smith). Motion Carries.

- No additional public comment.

7. Future Items for Discussion

- No Working Committee member announcements

8. Adjournment

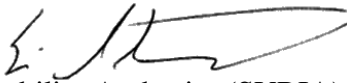
- Chair Smith adjourned the meeting at 2:55 pm

AGENDA ITEM 6a



**Silicon Valley Regional Interoperability Authority
Working Committee
November 7, 2022**

TO: Working Committee
Silicon Valley Regional Interoperability Authority (SVRIA)

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

SUBJECT: Adoption of Resolution 2022-03 of the Working Committee Meeting setting the Schedule for Calendar Year 2023

RECOMMENDATION

Adopt Resolution 2022-03 setting the meeting schedule for Calendar Year 2023 for the Working Committee

BACKGROUND

The Bylaws of the SVRIA require the Board of Directors and Working Committee to adopt by resolution, the meeting schedules for the upcoming calendar year. The Board typically meets on the fourth Thursday of the month, and the Working Committee meets on the second Monday of the month.

The only variation in this schedule is in November as the fourth Thursday is Thanksgiving. The November Board meeting is scheduled for the third Thursday in November, and the Working Committee for the first Monday in November. Staff has verified that the proposed meeting dates do not fall on any recognized Federal or State Holidays.

The Governor's State of Emergency for the COVID-19 Pandemic is set to expire on February 28, 2023. The Board of Directors will likely modify the resolution for conducting meetings. General Counsel is reviewing the latest details and will advise the Board at their November 17, 2022 meeting as well as the first meeting of 2023. Staff will know the Board's direction in early February and could modify the resolution and other Brown Act compliant meeting details.

ATTACHMENTS

Attachment A: Resolution 2022-03 Setting the Meeting Schedule for the Working Committee for Calendar Year 2023

Attachment B: Proposed Meeting Schedule for the SVRIA Working Committee

AGENDA ITEM 6a, Attachment A

RESOLUTION NO. 2022-03

**A RESOLUTION OF THE WORKING COMMITTEE OF THE
SILICON VALLEY REGIONAL INTEROPERABILITY AUTHORITY
SETTING THE REGULAR MEETING SCHEDULE FOR THE
WORKING COMMITTEE**

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 required by Section 5.4 of the Joint Powers Agreement to set their regular meeting schedule via resolution; and

WHEREAS, the Authority has determined to set its regular meeting days, time and location as listed below; and

WHEREAS, this resolution is intended to cover the schedule and requirement for future years’ meetings; and

WHEREAS, all meetings of the Working Committee shall be held consistent with the requirements of Governor’s State of Emergency for COVID-19 Pandemic, Assembly Bill (AB) 361 and Resolution 2021-02 of the Board of Directors; and

WHEREAS, SVRIA meetings will be accessible to the public electronically and available to the public via Teleconferencing, unless a physical location is designated by motion by the Board; and

WHEREAS, the Authority’s Executive Director and/or the Board Chair may cancel any meeting or set any additional special meetings as necessary; and

NOW THEREFORE, BE IT RESOLVED BY THE WORKING COMMITTEE OF THE SILICON VALLEY REGIONAL INTEROPERABILITY AUTHORITY THAT THE REGULAR MEETING SCHEDULE FOR THE WORKING COMMITTEE FOR CALENDAR YEAR 2023 SHALL BE:

1. The 2nd Monday of the month of January at 2:00 p.m.; and
2. The 2nd Monday of the month of March at 2:00 p.m.; and
3. The 3rd Monday of the month of May at 2:00 p.m.; and
4. The 2nd Monday of the month of July at 2:00 p.m.; and
5. The 2nd Monday of the month of September at 2:00 p.m.; and
6. The 1st Monday of the month of November at 2:00 p.m.

Dated this 7th day of November 2022.

Andy Smith
Chair Working Committee of SVRIA

AGENDA ITEM 6a, Attachment B



Proposed SVRIA Working Committee: 2023 Meeting Schedule

January

Monday 1/9/2023* 2:00-3:30 pm

March

Monday 3/13/2023 2:00-3:30 pm

May

Monday 5/15/2023 2:00-3:30 pm

July

Monday 7/10/2023 2:00-3:30 pm

September

Monday 9/11/2023 2:00-3:30 pm

November

Monday 11/6/2023 2:00-3:30 pm

*The Governor's State of Emergency for the COVID-19 Pandemic and conducting public business expires on February 28, 2023. Consistent with the requirements of AB 361 and the resolution of the Board of Directors of SVRIA, the January meeting will only be accessible to the public electronically and available to the public via Teleconferencing through February 28, 2023.

We encourage public participation.