



Silicon Valley Regional Interoperability Authority

APPROVED MEETING MINUTES

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

**Thursday, September 22, 2022
Teleconference/Zoom Online Meeting**

1. Call to Order

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

2. Roll Call

Chair Russ Melton City of Sunnyvale Council Member	Santa Clara Cities Association Selection	P / A
Vice Chair Karen Hardy City of Santa Clara Council Member	Representing the Central Cities of Milpitas, Santa Clara, and Sunnyvale	P / A
Otto Lee Santa Clara County Supervisor	Alternate – Representing the County of Santa Clara	P / A
Mike Wasserman Santa Clara County Supervisor	Representing the County of Santa Clara	P / A
Laurie Smith Santa Clara County Sheriff	Representing the County of Santa Clara	P / A
Lydia Kou City of Palo Alto Vice Mayor	Representing the Northwest Cities of Palo Alto, Mountain View and Los Altos	P / A
Lisa Matichak City of Mountain View Council Member	Alternate – Representing the Northwest Cities of Palo Alto, Mountain View and Los Altos	P / A
Hung Wei City of Cupertino Council Member	Representing SW Cities of Campbell, Cupertino, Monte Sereno, Saratoga, and Los Gatos	P / A

Jon Willey City of Cupertino Council Member	Alternate - Representing SW Cities of Campbell, Cupertino, Monte Sereno, Saratoga, and Los Gatos	P / A
Matthew Hudes Town of Los Gatos Council Member	Alternate - Santa Clara Cities 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 Mayor Pro Tempore	Representing the South County Cities of Gilroy and Morgan Hill	P / A Arrived at 4:28 pm
Rich Constantine City of Morgan Hill Mayor	Representing VTA	P / A
Richard Bertalan VTA, Chief Information Technology Officer	Representing VTA	P / A
Vacant	Alternate - Representing the Central Cities of Milpitas, Santa Clara, and Sunnyvale	P / A

➤ **Nine Directors Present. There is a quorum.**

3. Swearing-in of new Board Members

➤ No new Board Members to swear-in

4. Public Comment and Closed Session

➤ No Public Comment.

➤ No public comments made to individual Board Members to bring to meeting

NOTE: Action Item 7a moved and heard out of order prior to Executive Director Report as some Board members needed to depart the meeting early due to other Council commitments.

7. Action Items

- a. Request authority to formalize an agreement with Santa Clara County Fire Department, County of Santa Clara Office of Emergency Management, and County of Santa Clara Emergency Medical Services Office to provide project management, technical, and administrative support to the County Fire Chiefs Association grant-funded situational awareness project (Intterra)

- Director Wasserman recused himself due to his position as a County Board of Supervisor and in his role as a Director for the Santa Clara County Fire Department.
- Executive Director presented staff report and the process of establishing the agreements, implementing and managing the project.
- Director Hardy with a question on which agencies are currently using Intterra. Santa Clara City and Santa Clara County Fire Departments are both using it. The best uses are for situational awareness and accreditation compliance.
- Director Bertalan with a question on if and how VTA could use the program. Executive Director didn't know the answer but would get back to the Director after researching.
- Director Hardy and Chair Melton with a question and comment on if this could cause mission creep. Executive Director noted that he had already been in contact with RGS to inquire about additional staff support. Most of the support would be needed in the implementation phase of the project. Existing staff could manage the ongoing maintenance and administration.
- No Public Comment
- Director Foley motions to approve staff recommendation. Director Hardy with the second.
Rollcall Vote: 7 AYE, 0 NO, 1 Recusal (M. Wasserman), 3 Absent (L. Smith, C. Jones, P. Leroe-Munoz). Motion Carries.

5. Action on Consent Calendar

- No Public Comment
- Director Wasserman motions to approve consent calendar. Director Hardy with the second.
Rollcall Vote: 8 AYE, 0 NO, 3 Absent (L. Smith, C. Jones, P. Leroe-Munoz). Motion Carries.

6. Executive Director's Report

- a. Two-year Subscriber Unit True-Up in July 2022

- 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.
- 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 of 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.
- Director Hardy asked how much it cost Palo Alto to unencrypt their police radios and dispatch talkgroup. Executive Director responded that most costs are in staff time to reprogram the radios.
- Undersheriff Ken Binder attended the meeting and addresses Director Hardy's question, noting Palo Alto Police Department was able to utilize a legacy department-owned radio infrastructure that did not cost anything. Other agencies that did not have legacy radio infrastructure would incur costs to unencrypt.

e. 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.
- Chair Melton express appreciation with all the items and especially noted the DHS physical and cybersecurity assessments of the radio system. Also expressed appreciation for the site on wheels project being able to support regional incidents and events.

- Vice Chair Hardy also expressed appreciation for the site on wheels, noting the future FIFA World Cup and the role Levi Stadium will play and comparing it to Super Bowl 50. Having that radio resource to support public safety communications will be important.
- f. Board of Directors Meeting (in-person) on November 17, 2022 (Verbal Report)
- Recognition and celebration for past Chair Mike Wasserman and past Vice Chair Laurie Smith
 - Discussion among Directors about the November 17 meeting and wanting to be in-person to recognize outgoing and long-serving Board members Wasserman and Smith. Two Directors noted they would be at the National League of Cities Conference and unable to attend in person but could attend virtually. Chair directed staff to look into a hybrid meeting.
- g. Board of Director and Alternate appointments for Calendar Year 2023 (Verbal Report)
- Executive Director shared that he is working with Staff from member agencies who share and rotate Board seats. Goal is for the agencies to select their own representatives. Some best practices are to document the rotation schedules that will assist Staff, City Clerks and Mayors in the selection process. Now is also a great time to be having this conversation as several Board seats will rotate and there will be new directors and alternates next year. It also supports the member agencies who share a seat that they have fair and equitable representation in the rotation. Currently the Central Cities and Northwest Cities have a documented rotation that is on file with SVRIA and available for review on the website.
 - Chair Melton expressed that one of his goals as chair is to formalize the documentation process as a matter of good public policy and transparency. SVRIA has some high profile policy positions, and its success could put the JPA in a place where there could be public scrutiny. Goal is to be transparent and a model of public policy excellence.
 - Chair Melton complimented staff on their good work with multiple projects.
 - No other Board questions
 - No Public Comment
8. Future Agenda Items
- No Items suggested
9. Adjournment
- Chair Melton adjourned the meeting at 4:45 pm