



Silicon Valley Regional Interoperability Authority

APPROVED 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 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 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 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.
- 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