



Silicon Valley Regional Interoperability Authority

**APPROVED REGULAR MEETING MINUTES**

**Silicon Valley Regional Interoperability Authority  
Working Committee**

**Monday, November 7, 2022  
Teleconference/Zoom Online Meeting**

1. Call to Order

➤ Vice Chair Glass called the meeting to order at 2:05 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 Deputy Technical Director	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 Arrived at 2:10 pm

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 Woo 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 eight members present, there is a quorum.

3. Public Comment

- No members 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 September 12, 2022
  - No public comment
  - Motion to approve P. Espinosa, J. McDonald second. No comments. Roll call vote taken, Aye: 8, No: 0. Motion Carries.

5. Executive Director Updates and Presentations

- a. Motorola System Upgrade
  - Biennial System Upgrade began in October and will run through mid-December. The intense work started in early November with new computer terminals being installed across dispatch centers throughout the County. This includes new hardware, software and other technology and cybersecurity features are improved. Motorola is upgrading 175 pieces of hardware in 35 locations. The hardware upgrades are primarily switches, routers, and computer terminals. The Motorola Upgrade Team (approximately 12 engineers and technicians) 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 and are updated daily.

- Training for potential interruptions during the system upgrade – Failsoft and Site Trunking for Dispatchers and Field Users was completed on October 26. Approximately 50 people were trained onsite on online. The majority of those trained are managers and supervisors who will in turn train their teams.
- b. Subscriber Unit True-Up Update
    - The True-Up count is done. Next steps will be to validate the number with the core of the network.
    - Executive Director noted the FCC license is 13,500 radios. The last True-Up total was 11,365. The new Count is 11,753.
  - c. Cybersecurity Update – Partnership with Department of Homeland Security (DHS) for Critical Infrastructure Assessment
    - Still awaiting draft report. Currently the report is being reviewed and validated by DHS at their Washington DC Office.
  - d. Fee Study Completed for Bi-Directional Amplifier (BDA) and Emergency Responder Radio Communications Systems (ERRCS)
    - Report is completed. Will bring the fee study and proposed new fee in March 2023 as part of the budget process.
    - SVRIA is subsidizing the BDA program approximately \$115,000 per year including staff time and direct billed costs.
  - e. Board of Directors Meeting on November 17, 2022
    - Board will hold a reception after the meeting at the Santa Clara Police Department, Community Room, 1<sup>st</sup> 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.
  - f. Update on County Fire Chiefs Grant Project to Support Countywide Common Operating Picture for Fire and EMS Services
    - There is an upcoming deadline for grant funds. County Fire is going to exchange the funds for another set of possible funding that had a deadline into 2024. Concern about being able to complete the project in time as well as ongoing funding.
  - g. COVID State of Emergency Declaration ending February 28, 2023
    - Governor is ending the COVIS State of Emergency for public meetings. After the January meeting, future meeting will likely be held in person with remote opportunities directed by the Brown Act. SVRIA General Counsel is reviewing and will advise.
    - No public comment

## 6. Action Items

- a. Adoption of Resolution for SVRIA Working Committee Meeting Schedule for Calendar Year 2023
  - Executive Director presented staff report and proposed Working Committee calendar.
  - JPA requires annual adoption.
  - No public comment.
  - Motion to adopt E. Shikada, Vice Chair Glass second. No further discussion, No public comments. Roll call vote taken, Aye: 8, No: 0. Motion Carries.

## 7. Future Items for Discussion

- Executive Director thanked the Committee for their work in 2022 and wished all a happy holiday season and Happy New Year.

## 8. Adjournment

- Vice Chair Glass adjourned the meeting at 2:39 pm