City of Milpitas
Unapproved Minutes
Telecommunications Commission
October 15, 2018

I. Call to Order & Roll Call:

Chair Albert Alcorn called the meeting to order at 7:00 P.M., Monday, October 15, 2018.

Members Present: A. Alcorn, D. Gupta, K. Bohan, W. Lam, N. Gupta, A. Bao, R. Choudhury (Alt2)

Members Absent: E. Bautista, H. Tran, J. Hallera (Alt.1), S. Singh

I.S. Staff: M. Luu, E. Pasion

II. Pledge of Allegiance:

The members of the Commission recited the Pledge of Allegiance.

III. Announcements:

No announcements made for the record.

IV. Approval of the Agenda:

Renee Lorentzen, recreation and community services director, is working with the city manager's office to update all city commissions the recent actions taken by the Milpitas city council relating to all city commissions. Informed that commission that the proposed name change from the telecommunications commission to the new science, technology, innovation commission was official. She added that agenda item 4 regarding the commission title change should be removed for discussion given that the city council has officially made its final decision on the matter.

Commissioner Bohan that by-laws of the commission need to be updated as well as a subcommittee be made to manage that process. Director Lorentzen added that a subcommittee should review and update the commission by-laws that the city council subcommittee will review and provide to the members. Commissioner Bohan added that the commission should have some input in the creation of the new by-laws. Director Lorentzen noted that should be part of the commission's work plan for review and be submitted to the city council subcommittee. Vice chair D. Gupta added is the scope will be added to the by-laws.

Director Lorentzen noted the commission role to the city council is a general advisory topics and should be part of the by-laws and that should be part of the commission's work plan development.

Chair Alcorn added that he went before the city council in September to advocate not changing the commission's existing title. However, he noted that if changes are made to the title is should be "communications, technology and innovation commission" where communications is the main component of the technology area roll of the commission.

Council member Barbadillo noted that assurances where made that the commissions were kept informed of the changes to the title of the group.

He added that he is willing to forward suggestions and further discussion items regarding the commission's work plan and direction that can be taken to the city council. Commissioner N. Gupta expressed his concern regarding that lack of communication to the commission on this matter. He apologized to the commission for the lack of information involving this matter and keeping everyone updated.

Chair Alcorn as for a motion to approval the meeting agenda and removal of discussion item 4.

Motion to approve the agenda as amended.

M/S N. Gupta / D. Gupta Ayes: 7

V. Approval of the Minutes:

Motion to approve the minutes for August 20, 2018

M/S N. Gupta / D. Gupta Ayes: 7

VI. Citizen's Forum:

No comments made from the public for the record.

VII. New and Continued Business:

1. September 2018 Monthly Report

Staff reported on the projects and activities in progress for the month of September 2018 for the following items;

- Communications network upgrade request for proposal for city's data communications equipment and replacement of network switches.
- Continued work on the police department records management system with Modesto police department visit of its existing public safety live program and system.
- Building department e-plan work with CRW permitting system implementation with Project Doxs.
- Completed the Small Cell design and permitting guidelines.
- Patch management software and reverse DNS software.
- Emergency purchase of battery backup units to replace existing outdated UPS batteries due to a September 27, 2018 power outage that effected the data center and emergency dispatch center.

Motion to note, receipt and file.

M/S N. Gupta / D. Gupta Ayes: 7

2. Work Plan Discussion to City Council

Staff reported to the commission that the initial presentation date of February 5, 2019 must change. Staff has been directed to set a new presentation date for the commission for January 2019. Staff added that the first meeting of the city council would be January 15, 2019.

The commissioners decided to move their presentation to this date and also move up the commission meeting date to January 14, 2019, one day before the city council meeting.

Vice Chair Gupta added that information from the brainstorming discussion can easily be used to supplement the January 2019 work plan presentation. He asked to provide a copy of the August 20 minutes detailing the five subject items and the commissioners responsible for this items. He added the minutes from the September minutes, page two, section #3, has the current list of items that can be used as a template for the commission work plan.

Motion to note, receipt and file.

M/S N. Gupta / D. Gupta Ayes: 7

3. Brainstorming and Goal Setting Cont.

Vice Chair Dinesh Gupta continued the planning discussion involving brainstorming and future goals by referring back to the August 20th commission meeting minutes to begin the discussion.

1. *Cyber Communications: involving the areas of Wi-Fi, Internet, Data Maintenance & Storage, Fiber Optic Network Expansion (*Anh Bao)*

2. *Telecommunications: involving Telephone, Social Media and Emergency Notification Services, Digital Video (*Hai Tran)*

3. *Public Safety: involving radio communications and other related systems (*Chair Alcorn)*

4. *Application of Technology: relating to community and city government benefit. (*Ernesto Bautista and **Niranjan Gupta)*

5. *New Technology: relating to Solar, Self-Driving Automobiles, Traffic Camera Monitoring and so on. (*William Lam, Kurt Bohan, Hai Tran)*

** Item Leader **Co-Leader*

The aforementioned list of items will require that each item needs to have a brief scope of work explanation and be submitted before the next commission meeting of November 19, 2018. Vice Chair Gupta added that the updated information should be forwarded to information services staff. Commission Bohan indicated that he would like to include self-driving shuttle as well as streaming media technology to the list of discussion items. Vice chair added the items be submitted by November 15, 2018.

Chair Alcorn presented the ECOMM report for Santa Clara County's radio communications network. He provided a presentation that detailed the current plan addressing the communications operations for Santa Clara County and the locations of the existing antennas towers situated in the valley. The network's existing and phased development of the communications network with pending digital radio equipment. He

added that a copy report will be made available to the commissioners to review and learn more about the digital radio network.

Motion to note, receipt and file the presentation.

M/S N. Gupta / D. Gupta Ayes: 7

4. Round Table Discussion

No discussion items made from the commissioners.

VIII. Adjournment of Meeting:

Chair Albert Alcorn adjourned the commission meeting at 7:58 PM, Monday, October 15, 2018.

The next scheduled commission meeting will be 7:00 PM Monday, November 19, 2018.