



INTERAGENCY COMMUNICATIONS  
INTEROPERABILITY SYSTEM  
JOINT POWERS AUTHORITY

GOVERNANCE BOARD  
MAY 4, 2006  
MINUTES

1. **REGULAR BUSINESS AGENDA - 1:07 P.M.**

a. **Roll Call**

Beverly Hills – Frank Salcido (d)  
Burbank – Lianne McGinley (a)  
Culver City – Jeff Eastman (d)  
Glendale – Bob McFall (a)  
Montebello – absent  
Pomona – absent  
Torrance – Ernest Gallo (d)

b. Recording Secretary Cordova read into the record that the Agenda for the May 4, 2006 meeting was posted on April 28, 2006 on the Bulletin Board outside Glendale City Hall.

2. **ORAL COMMUNICATIONS**

None

3. **REPORTS – INFORMATION**

a. **Reports Regarding Changes in Project Status from Previous Month**

Culver City reported that they are taking receipt of equipment and installation of the equipment is proceeding. They estimate a November or December 2006 switchover date.

Glendale gave a brief update regarding the Haydek switch. Additional details were provided in the report from the Technical Committee.

Torrance had no changes to report.

Burbank reported that the rest of system should be on line by end of 2006.

Beverly Hills reported that they are still on course for a November 2006 completion. They will initiate testing next week.

b. **Report from Technical Committee**

Steve Hronek informed the Governance Board that the Technical Committee met on April 13, 2006 and discussed the replacement of the Haydek switch, which will be shipped soon. The contract has been processed, and it will take four to five weeks to install the switch.

The Technical Committee wants to implement a procedure on updating the narrowband conversion of the network. They can convert Glendale to narrowband, and have started process of meeting with the user groups. By the time Culver City cuts over the Glendale cell will be narrow-banded. Glendale and Burbank will be on narrow-band at the same time. Montebello will come on line as narrow-band. They will be programming the mutual aid talks groups on the last channel.

Brian Kibler from Motorola addressed the question from Chair Salcido on whether the report regarding the backward compatible system should come from the Technical Committee or Motorola. Motorola has been working on this and there is no for date completion. The technical issue is more complicated and it does have senior management's interest. This is not only an ICIS issue but a national issue as well. Regarding the narrowband, specifically the analog, Mr. Kibler said that Motorola does not support narrowband analog, they are working with Steve on the details on the responsibility.

c. **Report from Operations Committee**  
Interim Executive Director Wright reported that there was no meeting this month.

d. **Consideration of Proposed Sample Agreements and Resolutions Pertaining to Affiliate and Subscriber Members**

Attorney Varpetian stated that each agency owns their own radio system, and agencies can share with one another what they are charging. She can do a resolution as to what the rates should be but there was no anticipation of setting rates. For sake of uniformity, there is sample language available for the cities to follow.

Interim Executive Director Wright informed the Governance Board that affiliated agencies are an agency, so there is no monthly fee. He suggested that the Governance Board work out an agreement with that agency

e. **Discussion Regarding Current Status and Outlook Regarding Motorola's Compatibility Issues**

This item was discussed in Item D.

4. **CONSENT ITEMS**

- a. **Approval of Minutes of the April 6, 2006 Meeting.**  
Motion – Culver City  
Unanimous consensus by Board Members present to approve the minutes. Second - Torrance

5. **ACTION ITEMS**

a. **Legislative Update, Including April 25, 2006 Washington DC Delegation and Sacramento, May 17, 2006 Delegation**

Ms. McGinley reported that there was a delegation of thirteen individuals that went to Washington DC. They met with staff/and or Members of Congress. In all of the meetings support for the ICIS project and appropriations requests were confirmed.

They also met with National Telecommunications and Information Administration (NTIA) with the Department of Commerce. NTIA is the agency that will be awarding over \$1 billion in interoperability funding. The NTIA representatives expressed interest in the ICIS project and they might consider it for a regional demonstration project. The goal of the ICIS delegation was to introduce the ICIS project and inform NTIA that ICIS would like to compete for funding.

Ms. McGinley also informed the Governance Board that the May 17<sup>th</sup> trip to Sacramento coincides with the League of California Cities meeting.

1. **Motion to receive and file reports regarding Legislative Update, Including April 25, 2006 Washington DC Delegation and Sacramento, May 17, 2006 Delegation**  
Motion -- Glendale  
Unanimous consensus by Board Member present. Second – Culver City

b. **Discussion Regarding ICIS Executive Director Position**

Battalion Chief Wright has been in the position for over one year. During which Culver City has joined ICIS as a member agency, ICIS funding has been secured, and ICIS has entered an agreement to purchase the Hauser Peak Intellirepeater. Burbank has been brought into the network. Pomona has been brought into the network. San Marino was added as a subscriber agency. Leads were developed with many other agencies in the area, including West Covina as a potential Governance Board member. Wright has actively lobbied for support of the system, he has also lobbied in both Sacramento and Washington DC. He attends the Cal SIEC meetings to assure that ICIS is included in plans that are developed by the state.

Glendale Fire Chief Gray has confirmed that Chief Wright may continue in the position through Fiscal Year 06/07 if desired by the Governance Board. Funding will continue to come from the same UASI grant fund that is earmarked for interoperable communications.

Each Governance Board member echoed the same sentiments regarding Battalion Chief Wright; he is respected; they are impressed with his accomplishments for ICIS; they would like him to remain in the position.

1. Motion for Staff to return with a resolution appointing Battalion Chief Don Wright as Executive Director until June 30, 2007 and to also give him authority to sign letters of support, submit comments and to sign emergency purchase orders up to \$5,000.  
Motion – Glendale  
Second – Culver City

Unanimous approval by Governance Board Members.

**c. Discussion of Fiscal Year 2006/07 ICIS Proposed Budget**

Last year each agency contributed \$40,000.00 for total of \$240,000.00. The current balance of the account is approximately \$52,000.00. Some savings are related to our ongoing efforts to establish a Hauser Peak site resulting in no lease expenditures, as well as the Executive Director position not drawing any salary funds from this account. Expenditures are estimated to remain the same for this fiscal year. The balance at the end of the fiscal year is estimated to be \$104,000.00. Executive Director Wright is recommending that each city's contribution remain at \$40,000.00.

Attorney Varpertian informed the Governance Board that the resolution adopts the budget at \$188,000.00, and that each one of the six cities are contributing \$40,000.00 dollars.

**1. Motion Authorizing Resolution Approving Proposed Budget.**

Motion – Culver City  
5-0-1 (Torrance abstain)

Second - Burbank

**d. Discussion Regarding Master Site Maintenance**

Executive Director Wright gave the report regarding the Master Site Maintenance. It is a Fiscal Year agreement. The language of the agreement is unchanged. Staff is seeking authority to renew the agreement for the new Fiscal Year.

**1. Motion to authorize Staff to negotiate a new agreement, and authorize the Chair to sign the agreement.**

Motion – Glendale

Second - Torrance

Unanimous approval by Governance Board members present.

**6. NEW BUSINESS**

**Board Member Requested Agenda Items or Reports for Placement on Future Agendas.**

Burbank requested that the ICIS Business Plan be updated and brought to a future meeting.

Beverly Hills requested that staff look into producing a short DVD on ICIS for presentation at future events.

Beverly Hills requested discussion regarding the purchase of radio inventory that can be leased, and to evaluate the possibility of leasing equipment to smaller agencies.

**7. BOARD MEMBER COMMENTS**

Chief Eastman wanted to remind everyone that the May 10 RISK meeting is for the City Manager's and that appointment to the Board of Independent Cities will be made at that meeting. It was recommended that one of the City Manager's from the Governance Board cities be appointed.

Mr. McFall gave his appreciation to Glendale Police Chief Adams for all the work that he has done in receiving support from Sheriff Lee Baca.

Mr. Gallo thanked the Governance Board and Glendale for their hospitality, and wishes ICIS all the best.

Chair Salcido thanked Torrance for their support. He was disappointed that they are leaving, but stated that the contributions they have made are invaluable.

Chair Salcido commented on the work that goes on behind the scenes to make the trips to Washington DC and Sacramento a success. He thanked everyone for the support and for the support of the elected officials which is essential to ICIS' success.

Chair Salcido feels that it would be beneficial to have more representation from the ICIS cities at the State Homeland Security Grant process meetings. Chair Salcido requested that Executive Director Wright send out an email to the Governance Board members regarding this issue.

8. **STAFF COMMENTS**

Executive Director Wright would like to have a follow-up meeting regarding the trip to Washington, DC. During the time in Washington DC Executive Director Wright and Attorney Varpertian met with FCC and presented the ICIS Power Point Presentation to them.

9. **ADJOURNMENT**

Meeting was adjourned at 2:34 p.m.