



**INTERAGENCY COMMUNICATIONS
INTEROPERABILITY SYSTEM
JOINT POWERS AUTHORITY**

**MEETING OF THE GOVERNANCE BOARD
GLENDALE CITY COUNCIL CHAMBERS
613 E. BROADWAY, GLENDALE, CA 91206**

MAY 1, 2014

1. BUSINESS AGENDA – 1:00 pm

a. Roll Call

Pomona – Michael Ellis

Beverly Hills – Absent

Montebello – Absent

Glendale – Theresa Goldman

Culver City – Chris Sellers

Burbank – Greg Simay

Pasadena – Kevin Costa

b. Report of Staff, re: Posting of Agenda. The Agenda for the May 1, 2014 Governance Board Meeting was posted on April 28, 2014, on the ICIS Web Site and the Bulletin Board outside Glendale City Hall.

2. ORAL COMMUNICATIONS

No Speakers

3. REPORTS - INFORMATION

a. Reports Regarding Changes in Project Status from Previous Month

Pomona – No report

Beverly Hills – Absent

Montebello – Absent

Glendale – Project status: Little loop cut over for Station 21 to Mt. Thom has been completed. There has been interference from Mexico's high power UHS stations. Because of the digital vs. analog difference, ICIS radios cannot hear the actual transmissions but does hear noise. Because Mexico's stations are not regulated, they are pushing a lot of power. The FCC has taken this issue to the State department.

Culver City – No report

Burbank – The P-25 and consul project has experienced a few delays. Motorola's staff had also been focused on the Glendale microwave project but will have Burbank's completed before the end of 2014.

Pasadena – No report

b. Report from Technical Committee

Ray Edey reported that the Technical Committee met on April 10. They are reviewing Claremont's request to add their Police Department to the ICIS system. One of Pomona's three cells is on Claremont's property. This request may be for a roaming or subscribership for this agency.

ICIS is hoping Motorola will allow upgrade from 7.9 to 7.14 without stopping first at 7.13. Migrating to 7.14 will allow ICIS to use other manufacturers with compatible devices. ICIS will try to use applicable grant funding for cities needing assistance during

the upgrade. The Technical Committee has been polling cities to ensure they have the right equipment for the cut over.

NTSB has requested to have access to ICIS talk groups. It is unclear if this is to operate their resources or only to engage as mutual aid effort. The Technical Committee is reviewing loading issues.

c. Report from Legislative Committee

Lianne reported that the Washington DC trip from April 7 – 9 went very well and shared Jaime Jones's notes from the trip. Elected officials from Glendale and Beverly Hills joined the trip. ICIS had gone to DC specifically to address T-Band issues and the continued threat the by FCC to auction it off.

ICIS members attended 16 meetings over the day and a half. Everyone that was met with knew ICIS and the ICIS mission and provided assurance they will try to get waivers processed for Oak Mountain. The T-Band issue however is law and not something that can be adjusted administratively. It was passed with the intention that broadband solution would be in place – and there is not one. It is not anticipated that steps will be taken to correct this until 2018 (deadline is 2021).

d. Report from Operations Committee

Don Wise reported that the Operations Committee met on April 10 with a quorum. He reported that during the March 17 earthquake, fire stations did not receive the earthquake alert. Because voice traffic takes priority over data, the three attempts made to alert were interrupted and therefore non-deliverable. Motorola has been aware of this issue and has been working on a solution since 2007.

On April 6 there were major Verdugo issues due to equipment being installed in an un-configured state. Field personnel could only be received on a portable and not dispatch radio consoles. 150 apparatus & 44 stations were put onto one conventional channel. Little loop project was delayed a week so everything could be checked.

Edey reported that when a system site trucks, it is a usually just an internal city issue but when Verdugo site trucks – individual cities will not be able to communicate with dispatch or each other on talk groups. ICIS will need more clearly defined notifications if a cell goes down because it affects all the cities.

e. Report Regarding LA RICS

LA RICS did not meet on May 1, but will meet the following Wednesday.

f. Fiscal Report Year to Date

ICIS has realized 94% of revenues as projected. The San Gabriel Valley JPA (Comm-Net) was delayed until June 1, reducing some of the expected revenues. But an increased revenue of 5% is expected from additional roaming fees. 68% of expenses have been fulfilled to date and ICIS is expected to end the year in the black. The audit for 12-13 has been not completed yet and has not yet been billed.

g. Report on Preliminary Draft 2014-15 Budget

Executive Director Edey discussed the draft budget for FY 2014 – 15. He stated the revenue roaming and interest rates are conservative numbers. He also explained that one

or more subscribers are expected to join ICIS in FY 14-15. Total revenues are \$382,500 – an expected increase from this fiscal year.

4. CONSENT ITEMS

a. Approval of the Minutes for the April 3, 2014 Meeting
Motion to approve minutes made by Culver City, second by Burbank.

Pomona – Abstain
Beverly Hills – Absent
Montebello – Absent
Glendale – Aye
Culver City – Aye
Burbank – Aye
Pasadena – Abstain

3 affirmatives, 2 abstained. This item will carry over to next meeting.

5. CLOSED SESSION

a. Public Employee/Independent Contractor Duties and Performance
Board went into closed session at 1:37 pm
Board returned from closed session at 1:57 pm
The Board took no action, nothing to report.

6. ACTION ITEMS

a. Discussion of Amended Agreement with RAE Consulting effective June 1, 2014
Chair Goldman was presented with a letter from RAE Consulting to increase contractual services from \$109,999.92 annually to \$125,000.00.

Motion to Approve Amended Agreement made by Culver City, second by Burbank.

Pomona – Aye
Beverly Hills – Absent
Montebello – Absent
Glendale – Aye
Culver City – Aye
Burbank – Aye
Pasadena – Aye

All in favor

b. Discussion of Renewal of Contract with David Turch & Associates
Executive Director Edey recommended renewal of contract. This is the fourth year in a row David Turch & Associates have not increased fees.

Motion to Approve Renewal of Contract for FY 2014-2015 made by Burbank, second by Culver City.

Pomona – Aye
Beverly Hills – Absent
Montebello – Absent
Glendale – Aye

Culver City – Aye
Burbank – Aye
Pasadena – Aye

All in favor

c. Discussion of Expense to Improve Microwave Link Between Claremont and Mt. Thom

The Claremont site was built with grant funding and is owned by Glendale and Pomona. It requires improvements to maintain the Big Loops stability allowing for sites to stay online in the event one cell goes down. Executive Director Edey recommends ICIS absorbs this cost as it is eventually an ICIS asset. Neither of the agencies involved have the necessary funding to immediately undertake it.

Motion to Approve Expense not to Exceed \$15,000 made by Culver City, second by Burbank.

Pomona – Aye
Beverly Hills – Absent
Montebello – Absent
Glendale – Aye
Culver City – Aye
Burbank – Aye
Pasadena – Aye

All in favor

7. BOARD MEMBER COMMENTS

Pomona – No comment
Beverly Hills – No comment
Montebello – No comment
Glendale – Chair Goldman shared the Board's sentiments in thanking Board Member Sellers for his service to ICIS and wishing him well.
Culver City – Board Member Sellers will be retiring at the end of May. Deputy Chief Dave White will become the Culver City representative.
Burbank – No comment
Pasadena – No comment

8. STAFF COMMENTS

No comments

9. ADJOURNMENT

Motion to adjourn made by Culver City, seconded by Burbank at 2:06 pm.

Next Regular Meeting will be held
Thursday, June 5, 2014 at 1:00 pm.
Glendale City Hall
613 East Broadway, Glendale, CA 91206