



INTERAGENCY COMMUNICATIONS  
INTEROPERABILITY SYSTEM  
JOINT POWERS AUTHORITY

SPECIAL MEETING  
GOVERNANCE BOARD  
POLICE HEADQUARTERS, COMMUNITY ROOM  
131 N. ISABEL STREET  
GLENDALE, CA 91206

MINUTES JULY 13, 2006

**1. REGULAR BUSINESS AGENDA -**

Chair Salcido called the meeting to order at 1:15 p.m.

**a. Roll Call**

Beverly Hills – Frank Salcido (d)  
Burbank – Lianne McGinley (a)  
Culver City – Jeff Eastman (d)  
Glendale – Bob McFall (a)  
Montebello - Steve Huson (d)  
Pomona - absent

Secretary Aguilar read into the record that the Agenda for the July 13, 2006 meeting was posted on July 10, 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**

Montebello reported that their system is on track. Motorola informed the city that they will not turn the system on until Montebello purchases two emergency generators for back up. Governance Board Member Huson is now looking for monies to fund the emergency generators.

Culver City also reported that they are on track and still receiving equipment.

Glendale reported that they are receiving interference on the analog frequency from the Glendale south tower, working on that problem. They will be re-programming the Police Department to digital starting July 31, 2006.

Beverly Hills is still building their infrastructure, racks are in the antennas. They will be starting up the equipment next week, testing in August/September 2006 and field-testing by end of 2006.

Burbank reported no changes.

**b. Report from Technical Committee**

Mr. Hronek said that the Technical Committee had met in the morning. Some of the topics they discussed were regarding the software upgrade throughout network. They do not have firm schedule, but would like to start in late August 2006 and complete by November 2006. They would also like to

try to do the Haydek switch and Coronet switch as one project. There will be momentary instances of site trunking while doing the upgrade, but he will coordinate with all the agencies before starting the upgrade.

The Technical Committee is having ongoing discussions regarding protecting information about the system; basic configuration, etc. They will be proposing a policy to the Governance Board at the August 2006 for adoption into the JPA. There will also be a proposal regarding trunking sites that will come to the Governance Board in a couple of months.

**c. Report from Chair Salcido Regarding Motorola Compatibility with Project 25 and Network Upgrade.**

Chair Salcido spoke with Bob Schlasser from Motorola regarding the subject and he was told that there is a technical solution to this. Motorola is working on the business side and the upgrading of the 4.1 systems.

Executive Director Wright informed the Governance Board that he has spoken with Brian Kibler and Bob Schlasser about seeking a solution for Project 25. The technical solution is a six-point plan on how to work thru compliance with Project 25. This six-point plan is in the preliminary stages. He should have the report from Brian Kibler in the next few months.

Chair Salcido brought up the Fire Chiefs Conference in October where the big topic will be interoperability; he would like an answer by then regarding Project 25.

**d. Report from Executive Director Regarding System Growth and Expansion**

Executive Director Wright reported that there are other agencies expressing interest in ICIS. West Covina is going thru their design phase and trunk radio system. West Covina is committed to working with ICIS. West Covina/Pomona would like to combine into one large cell that would cover West end Pomona to East end of San Gabriel Valley. By West Covina & Pomona merging Glendora, Azusa, Covina, Claremont, Laverne would be interested in also joining ICIS.

**e. Report from Executive Director Regarding Reprogramming of UASI Funds**

Executive Director Wright updated the Governance Board on the reprogramming of the UASI Funds. Extension letters have been sent out by the State more than once to agencies that have not spent their monies. The State is now being pressured by the Federal government regarding the money not being spent. The State is intending not to grant extensions and will reprogram the funds to other agencies. He feels that there is an opportunity for ICIS in this and will look into ways that ICIS can apply for some of the monies.

**4. CONSENT ITEMS**

**a. Minutes for the May 4, 2006 ICIS Governance Board Meeting**

Motion – Glendale

Second – Culver City

Unanimous consensus by Board Members present.

**b. Minutes for the June 1, 2006 ICIS Governance Board Meeting**

Motion – Montebello

Second - Burbank

Unanimous consensus by Board Members present.

**5. ACTION ITEMS**

**a. Election of Chair and Vice Chair of the ICIS Governance Board**

Glendale alternate Mr. McFall nominated Chief Jeff Eastman of Culver City as ICIS Chair.

Unanimous consensus by Board Members present.

Chair Eastman presided over the meeting from this point on.

Chair Eastman opened the floor for nominations for Vice-Chair.

Burbank alternate Ms. McGinley nominated Greg Simay of Burbank for Vice-Chair.  
Unanimous consensus by Board Members present.

**b. Selection of Secretary of ICIS Governance Board**

Burbank alternate Ms. McGinley nominated current Secretary Elaine Aguilar.  
Unanimous consensus by Board Members present.

**c. Legislative Update**

Ms. McGinley informed the Governance Board that funding might be granted to ICIS. She credits the Governance Board members and the trips to Washington DC. A letter will be going out to the elected officials of the agency cities thanking them for their efforts.

Executive Director Wright stated that ICIS is being recognized and that all of their hard work is paying off.

Motion to receive and file report.

Motion – Beverly Hills

Second - Montebello

Unanimous consensus by Board Members present.

**d. Discussion Regarding State Advocacy Services**

The Governance Board decided that the Legislative Committee should first have all the agencies utilize their own State Lobbyist before retaining outside services.

Motion Directing the Legislative Sub-Committee to Coordinate Efforts of Member City State Lobbyists

Motion – Beverly Hills

Second - Glendale

Unanimous consensus by Board Members present.

**e. Update regarding League Annual Conference and Helen Putnam Award Process .**

Ms. McGinley asked if any Governance Board Members would be attending the Award Ceremony on September 6, 2006 in San Diego. She has only heard from Greg Simay of Burbank. She also informed the Governance Board that Brian Kibler, of Motorola arranged for the same booth that was at COPS West Conference.

Executive Director Wright asked that the Governance Board Members inform him if any of their elected officials would be attending the ceremony so they can be recognized at the event.

Motion to Receive and File the Report

Motion – Glendale

Second – Beverly Hills

Unanimous consensus by Board Members present.

**f. Discussion Regarding Subscriber Rates**

Executive Director Wright would like direction from the Governance Board to draft up a policy on setting guidelines on subscriber rates.

Motion that Executive Director come up with draft policy on setting guidelines.

Motion – Burbank

Second - Montebello

Unanimous consensus by Board Members present.

**o. NEW BUSINESS**

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

1. Glendale requested as a standing item an update on discussion with L. A. City & L. A. County.

2. Glendale requested as a standing item a periodically report on membership outreach, new members and subscribers and an update on the Project 25.

3. Glendale suggested that there be a catalog of examples of "ICIS usage" stories to share with City Councils.

#### **7. BOARD MEMBER COMMENTS**

Chair Salcido thanked all staff members for their hard work; truly, a joint effort in making ICIS work. He is amazed by everything that has been accomplished in the last two years. He congratulated Chief Eastman on his appointment and feels that a change in leadership brings fresh ideas.

Burbank and Glendale thanked Chair Salcido for his outstanding leadership of ICIS during the last two years.

Executive Director Wright on behalf of staff thanked Chair Salcido for his active leadership and representation of ICIS on the local, State and Federal levels.

Newly elected Chief Eastman also thanked Chair Salcido for his leadership and he is looking forward to the upcoming year as Chair of ICIS.

#### **8. STAFF COMMENTS**

Executive Director Wright is drafting a letter to Sheriff Baca's office regarding ICIS asking support on funding of ICIS.

#### **9. ADJOURN**

The meeting adjourned at 2:04 p.m.