



**INTERAGENCY COMMUNICATIONS
INTEROPERABILITY SYSTEM
JOINT POWERS AUTHORITY**

**REGULAR MEETING
OF THE GOVERNANCE BOARD
CITY OF GLENDALE COUNCIL CHAMBERS
613 E. BROADWAY, 2ND FLOOR
GLENDALE, CA 91206**

MAY 7, 2009

1. REGULAR BUSINESS AGENDA

The meeting was called to order at 2:04 p.m. by Vice-Chair Simay.

a. Roll Call

Beverly Hills – Theresa Taylor

Burbank – Greg Simay

Culver City – absent

Glendale – Ron DePompa

Montebello – Jim Duncan

Pasadena – Eric Mills

Pomona – Dave Keetle

The Agenda for the May 7, 2009, Regular Meeting was posted on May 4, 2009, 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

Pasadena reported that installation of the mobile units are done as cars come in for preventive maintenance, training for the equipment is being scheduled.

There were no other changes reported from the other agencies.

b. Report from Technical Committee

Steve Hronek informed the Governance Board that the Technical Committee met on April 9, 2009, discussion included a problem that Burbank had and an audio problem that Pomona is experiencing.

Mike Mosher of Motorola, explained the intermittent audio dropout that Pomona has been experiencing for several months. The initial evaluation doesn't show any problems

so they are sending it back to Harris for further evaluation. They are working on the problem, but don't know what is causing it, times of the problem are being noted by Pomona's dispatch system.

Tom Tillman of Motorola gave an update regarding the Pasadena Migration onto the ICIS System and the Glendale ASTRO 25 Upgrade.

The Pasadena project has been completed and received approval for the Contract Design Review. The equipment has been ordered, and will be received at the Schaumburg Staging facility. The equipment for Sites 7 & 8 will be shipped to staging; it is expected to arrive mid July in Pasadena.

Remote site upgrades will start the week of May 11th. Site 8, which was originally planned for Station 37 is being monitored, however as that site is not available, the City of Pasadena is currently working on locating an alternate site.

The Glendale project has also received approval for the Contract Design Review. The equipment has been ordered, the Glendale Master Site equipment will all ship to staging for assembly and testing. Motorola is expected to complete the testing and will ship to Glendale at the end of June. Once installed in the field Motorola will start the cutover to the new ASTRO 25 Master Site is August.

Also being upgraded is the ICIS System to the Z-Release, completed are the Glendale Simulcast Cell, Oat-Nike IR Site and Beverly Hills.

Steve Hronek did a thermo graphic analysis for the Governance Board on the master site, the analysis found one item that would be capable of bringing the system down if not fixed. Motorola is working on repairing the bad switch.

Governance Board Member Keetle of Pomona raised the issue of the mutual talk groups not being monitored; Steve Hronek did a monitor on the site for six months, there is no misuse on the system at this time.

Executive Director Don Wright suggested to the Governance Board that a policy should be put into place regarding mutual aid talk groups; and will work with the Technical Committee on one.

c. Reports from Legislative Committee

All seven agencies were represented, including Mayor Pro Tem Robert Urteaga, from the City of Montebello and former Burbank Councilmember Marsha Ramos for the Washington DC trip during April 27-30, 2009.

The agencies met with Representatives Napolitano, Sherman, and Schiff, House and Senate Committees on Homeland Security, the Department of Homeland Security, and FEMA's Homeland Security Grant staff. Also, as a first, the delegation met with members of the White House Office of Intergovernmental Affairs branch to introduce ICIS to the new Administration.

Governance Board Member Mills thanked Ms. McGinley and Mr. Wright for their hard work, which made the Governance Board's job much easier.

4. CONSENT ITEMS

a. Approval of the Minutes for the April 2, 2009 Regular Meeting.
Motion to approve the Minutes for the April 2, 2009 Regular Meeting.
Motion – Glendale
5-0-1 (Pasadena) Second – Montebello

5. ACTION ITEMS

a. Discussion Regarding Affiliation with LA RICS
Executive Director Wright is working with Fred Lathem on refining the language of the letter of support from the LA RICS Steering Committee.

He also encourages agencies to have their City Manager; Police & Fire Chief's attend the upcoming meeting regarding the LA RICS City Selection Committee to advocate for positions on the board.

b. Report from Legislative Committee Regarding Extending David Turch & Associates Agreement.
Lianne McGinley is recommending that David Turch & Associates agreement be under consideration to be changed to an annual contract as in the past.

Executive Director Wright explained that Jamie Jones has been with ICIS for five years, he is very knowledgeable about ICIS, and that it would be in ICIS' best interest to continue with Turch & Associates.

Motion that David Turch & Associates contract resume to a one-year contract as done in the past.

Motion – Glendale Second – Montebello
6-0-0

C. Discussion regarding the ICIS 2009/2010 Budget
Executive Director Wright is working with Vice-Chair Simay on the ICIS 2009/1010 Budget and a Business Plan that will be presented at the June 2009 meeting.

Inclusion in the Business Plan will be how to set aside funds from the general account towards a replacement fund, and how to turn facilities operated by Glendale into an asset for ICIS.

6. BOARD MEMBER COMMENTS

Governance Board Members praised Ms. McGinley for all of her hard work regarding the Washington DC trip.

7. STAFF COMMENTS

Executive Director Wright thanked the Governance Board for their dedication to ICIS.

8. ADJOURNMENT

The meeting adjourned at 2:54 p.m.