

**INTERAGENCY COMMUNICATIONS
INTEROPERABILITY SYSTEM
JOINT POWERS AUTHORITY**

**MINUTES OF THE
JUNE 2, 2011
GOVERNANCE BOARD MEETING**

1. REGULAR BUSINESS AGENDA

Chair Goldman called the meeting to order at 1:06 p.m.

a. Roll Call

Beverly Hills – Theresa Goldman

Burbank – Lianne McGinley

Culver City – Chris Sellers

Glendale – Ray Edey

Montebello – absent

Pasadena – Lisa Rosales

Pomona – Dave Keetle

The Agenda for the June 2, 2011, Regular Meeting was posted on May 27, 2011 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 the east end site is proceeding, with the final approvals from the Planning Department almost complete. Groundbreaking is expected to be June 8; still about two months from completion according to the contract.

No other agencies reported changes to their system.

b. Report from Technical Committee

Steve Hronek, Chair of the Technical Committee, reported that several topics were discussed: the narrowbanding and reprogramming which will continue until October 2011. Regarding the Pomona project, they are still waiting for sole-source approval from the State. Glendale will have ownership for two years and one day, after this time there will need to be a decision made between the two cities.

Executive Director Wright suggested that Chair of Technical Committee and Glendale City Attorney Varpetian work together on an agreement to develop a relationship between Glendale and Pomona regarding the cell.

Also discussed during the Technical Committee meeting was a Motion Regarding System Management and Security Policy; this motion was presented at today's meeting to the Governance Board for their approval. Clarification was provided that on 2 F of the Motion, the intent of the Technical Committee

was to have the Wireless Communications Administrator of the City of Glendale, and in his absence his designee, responsible for management of the Master Site. After discussion of the motion by the Governance Board there was consensus that the Technical Chair, Executive Director and Attorney, craft a Motion for the Governance Board to consider at its next meeting.

Governance Board Member Edey requested the most current list of “on the shelf projects” from the Technical Committee, and Governance Board Member Keetle requested that information regarding use of the ICIS system by Glendora and Azusa be discussed by the Technical Committee at its next meeting.

c. Report from Legislative Committee

Lianne McGinley, Chair of the Legislative Committee reported that four agencies participated in the trip to Washington DC May 9th thru 12th, 2011, Beverly Hills and Vice Mayor Brien, Burbank, Glendale and Pasadena met with representatives from Justice Department and FEMA, plus 14 Representative’s Offices. Thank you letters are being sent to Vice Mayor Brien and COPS Office, and a short narrative to FEMA on ICIS’s use of funds from the State Homeland Security Grant program.

S28 sets aside a section of the frequency spectrum known as “D-Block” strictly for use by first responder emergency groups. This bill gives the FCC authority to buy back unused or infrequently used spectrum frequencies and then auction them off to pay for the equipment necessary to build the first responders broadband network. The bill is being changed from S28 to S911; the intent is to try and move this bill forward before the ten year anniversary of 9/11.

d. Report regarding LA RICS

Chair Goldman gave the update for today’s meeting; discussions included re-election of chair and vice chair. Also discussed were cell sites in cities and what the process is for LA RICS on using them. Steve Howard has been contracted to represent the ICA at the LA RICS meetings, there will be a presentation of the whole system on June 16th; she encourages the board to attend the presentation.

4. CONSENT ITEMS

- a. Approval of the Minutes of the Regular Meeting of April 7, 2011.
- b. Approval of the Minutes of the Regular Meeting of May 5, 2011

A motion was made to approve the minutes of the regular meeting of April 7, 2011 and of May 5, 2011.

Motion – Glendale

Second – Pomona

6-0-1 (Culver City abstain)

5. ACTION ITEMS

- a. Election of Chair of the ICIS Governance Board

Pomona nominated Beverly Hills as the Chair.

No other nominations received.

Pomona moved, Glendale seconded to elect Beverly Hills as Chair

7-0-0

- b. Election of Vice Chair of the ICIS Governance Board

Glendale nominated Pomona as Vice Chair.

No other nominations received.

Glendale moved, Beverly Hills seconded to elect Pomona as Vice Chair
7-0-0

c. Election of Secretary of the ICIS Governance Board

Glendale nominated Dana Cordova as the Secretary

No other nominations received.

Glendale moved, Culver City seconded to elect Dana Cordova as Secretary

7-0-0

d. Discussion Regarding Proposed Site for SHSGP Grant Funded Site in San Gabriel Valley.

Executive Director Wright reported that there was no new information to report.

No Action

e. Discussion Regarding Draft Business Plan Outline

Executive Director Wright informed the Governance Board that this item was acted on at last months meeting.

No Action

f. Presentation of Fiscal Year 2011/2012 Budget

Executive Director Wright presented the FY 2011/12 Budget to the Governance Board.

Motion approving Fiscal Year 2011/2012 Budget as present

Motion – Glendale

Second – Culver City

7-0-0

6. BOARD MEMBER COMMENTS

No comments

7. STAFF COMMENTS

Executive Director Wright thanked Dana Cordova for all of her hard work and time that she puts in for ICIS. She is truly an extraordinary Secretary!!!