



INTERAGENCY COMMUNICATIONS
INTEROPERABILITY SYSTEM
JOINT POWERS AUTHORITY

MINUTES of the
GOVERNANCE BOARD
SPECIAL MEETING
March 7, 2007

1. **REGULAR BUSINESS AGENDA**

Chair Eastman called the meeting to order at 1:09 p.m.

a. Roll Call

Beverly Hills – Frank Salcido
Burbank – Lianne McGinley
Culver City – Jeff Eastman
Glendale – Ron DePompa
Montebello – Steve Huson
Pomona – Absent

Secretary Aguilar read into the record that the Agenda for the March 7, 2007 special meeting was posted on March 5, 2007 on the Bulletin Board outside Glendale City Hall.

2. **ORAL COMMUNICATIONS**

None

3. **REPORTS – INFORMATION**

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

Montebello reported that their system is operational and running smoothly. Discussions will be held in the near future regarding the Transportation Department's addition to the system.

Burbank reported that the system is working smoothly.

Beverly Hills reported that they conducted the first set of system tests and they anticipate full cutover in 2 months.

Glendale reported that the system is working smoothly.

Culver City reported that their project is still on schedule. They anticipate a full system cutover in May 2007.

b. **Report from Technical Committee**

The Technical Committee indicated that they would be scheduling a training session next month for the subscriber unit software. Additionally their talks continued with Motorola regarding Project 25 master site upgrade. Lastly, Don Wright attended an ABCO conference last week.

c. **Report Regarding Executive Director Search**

Don Wright reported that he had spoken with a couple of interested persons regarding the Executive Director position. There was nothing substantive to report because it was not possible to provide any details. Interested applicants need information regarding responsibilities over the next year. Wright stated that he would continue to perform some of the Executive Director duties, as would Chair Eastman. Basically the Board needs to make a decision regarding what they're looking for in an Executive Director, what the duties would be, and the time frame for the position. Wright indicated he would speak with the Chair and develop possible options, such as hourly, contract, etc. He would also pursue the possibility of the ICIS cities reimbursing Glendale for some of his time.

4. **CONSENT ITEMS**

a. **Minutes for the December 7, 2006 Special Governance Board Meeting**

Motion: No action. Minutes have not yet been finalized due to Secretary's absence.

b. Minutes for December 7, 2006 Regular Governance Board Meeting

Motion: No action. Minutes have not yet been finalized due to Secretary's absence.

c. Minutes for February 1, 2007 Regular Governance Board Meeting

Motion: Minutes approved as presented.

Motion – Burbank

Second – Montebello

Unanimous consensus of cities present. (Pomona absent)

5. ACTION ITEMS

a. Discussion regarding affiliation with RISC

Chair Eastman reported that he attended last week's RISC meeting. Overall the meeting was positive. RISC requested an ICIS Board Member to sit on the RISC Steering Committee. An ICIS representative was also asked to sit on the RISC Legislative Advocacy Committee, and a RISC Funding Committee.

Motion: To approve the appointment of Chair Eastman to the RISC Steering Committee.

Motion – Glendale

Second – Beverly Hills

Unanimous consensus of cities present. (Pomona absent)

Motion: To approve the appointment of Chair Eastman to the RISC Legislative Advocacy Committee

Motion – Glendale

Second – Beverly Hills

Unanimous consensus of cities present. (Pomona absent)

Motion: To approve the appointment of Lianne McGinley as the Alternate to the Legislative Advocacy Committee.

Motion – Montebello

Second – Glendale

Unanimous consensus of cities present. (Pomona absent)

Motion: That the appointee to the RISC Funding Committee be the same as the appointee to the RISC Steering Committee.

Motion – Glendale

Second – Montebello

Unanimous consensus of cities present. (Pomona absent)

Chair Eastman requested that the appointment of the ICIS Executive Director as the alternate for the RISC Steering Committee be placed on the next agenda.

b. Discussion regarding ICIS Annual Budget and Compensation for Executive Director

Chair Eastman and Don Wright provided a draft budget for Fiscal Year 2007-2008. Input was obtained from the Board members. There was discussion regarding the need for additional funding for the Executive Director position, P25 upgrades, and master site upgrade. Funds are already available for the master site upgrade. There was discussion regarding funding for the bridge. IT was reported that cities are seeking federal appropriations for the bridge funding. Based upon the input, staff will return with a budget to the next meeting.

Motion: No motion. Item carried over to March meeting.

c. Report of ICIS Treasurer

There was no report, because the Treasurer was unable to attend the meeting. This item was carried over to the next meeting.

Motion: No motion. Item carried over to the next meeting.

d. Discussion Regarding Purchase of Project 25 Complaint Master Switch

Don Wright reported that a proposal was received from Motorola, in an amount that matched the available grant funding. It was recommended that the purchase be approved.

Motion: That the purchase of the Project 25 Complaint Master Switch be approved.
Motion – Glendale Second – Burbank
Unanimous consensus of cities present. (Pomona absent)

e. Report from Legislative Committee

Lianne McGinley reported that all of the member agencies had submitted Federal Appropriation requests. She also reported that an ICIS Washington DC trip is being planned for April 24-26, and that a small delegation should plan to attend. She also reported that a one day trip to Sacramento was also being planned and the trip could be scheduled for April 11, or April 18. She also reminded member cities that comments were still being accepted regarding the RISC agreement, and cities should submit comments. Lastly, as a result of Glendale's trip to Washington DC last month, representatives from the Commerce Department would be visiting Glendale to see the radio system. After discussion it was determined that April 11th was the best date for the Sacramento trip.

Motion: No motion.

6. NEW BUSINESS

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

Chair Eastman reported that the Fire Chiefs met regarding the UASI grants, and an ICIS project has been added to the list of possible grant recipients.

7. BOARD MEMBER COMMENTS

None

8. STAFF COMMENTS

None

ADJOURNMENT

Meeting adjourned at 1:59 p.m. Next meeting is April 5, 2007