

INTERAGENCY COMMUNICATIONS
INTEROPERABILITY SYSTEM
JOINT POWERS AUTHORITY

MINUTES
GOVERNANCE BOARD
JUNE 2, 2005

1. REGULAR BUSINESS AGENDA -

Chair Salcido called the meeting to order at 1:04 p.m.

a. Roll Call

Beverly Hills - Frank Salcido
Burbank - absent
Glendale - Bob McFall
Montebello - Jim Cox
Pomona - Frank Westphal
Torrance - Ernest Gallo

b. The Agenda for the June 2, 2005 meeting was posted on May 26, 2005 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

Dennis Gibbons, from Burbank, reported that the cutover went smoothly except for some problems with programming. Both Police and Fire are on the system; the Police Department is satisfied with the quality, there is better coverage than before, blind spots have been identified and they are working on putting the rest of the city on the system.

Jim Cox from Montebello reported that they have some adjustments are being done at the site and with the frequency, looking at switching over sometime in September 2005.

(Glendale)
Ron Dederian, reported for Beverly Hills, they are in DDR right now, there were some challenges with one of the sites, and environmental issues. The rest of project is going smoothly. They should be finished with DDR late summer, and they can start ordering equipment and staging by end of the year.

Pomona reported that they have started the upgrades at the San Dimas site, and will begin installation of system equipment.

Governance Board Member Simay arrived at 1:06 p.m.

b. ICIS Budget Status Report

Bob Franz, Business Manager, reported that there was no difference from the prior status report; all revenues have been received for the year. He will follow up with a written report showing the account detail.

Chair Salcido requested a written report for the monthly meetings, even if there are no changes. He also asked if it was feasible to have the JPA separate from the Glendale accounts. Business Manager Franz stated that a quarterly report would be more feasible, given the low account activity. He used the Verdugo System as an example of successfully combining accounting services with the City's accounting services.

c. **Report Regarding Progress Made in Obtaining Letters of Support**
Interim Executive Director Wright reported that he has two letters, and no additional letters have received.

d. **Selection of Chair and Vice Chair at July Meeting**
Secretary Aguilar informed the Governance Board that at the upcoming July 2005 an item regarding a selection of a Chair and Vice-Chair would be on the agenda.

e. **Report Regarding Proposal of Membership with Los Angeles World Airports**
Interim Executive Director Wright stated that he has met with the Los Angeles World Airports. Mr. Wright feels that it could be good to meet with them to discuss potential options. He is requesting that the Chair and Business Manager attend the meeting.

f. **Report Regarding Meeting with Pomona, La Verne and Claremont**
Interim Executive Director Wright reported that the City of La Verne contacted him and they are interested in joining the JPA. He will be meeting with them in mid-June. Cities attending the meeting include Pomona, La Verne and Claremont.

Mr. Wright reported that Jim Starbird, City Manager of Glendale will be scheduling a meeting with Cynthia Kurtz, City Manager of Pasadena.

4. **CONSENT ITEMS**

a. Approval of Minutes for April 7, 2005 Regular Meeting

b. Approval of Minutes for April 20, 2005 Special Meeting
Motion by Montebello and seconded by Burbank to approve the minutes as presented. There was consensus to approve the minutes by the Governance Board Members present.

c. Minutes for May 5, 2005 – Minutes need not be approved due to a lack of quorum for that meeting.

5. **ACTION ITEMS**

a. **Legislative Sub-Committee Update**

Secretary Aguilar reported that the invitation letters for the June 20th luncheon will go out today. There has not been confirmation from Montebello or Torrance regarding their City Manager's attendance.

Motion to Receive and File the Report

Motion by Montebello, and seconded by Pomona to receive and file the report. There was unanimous consensus by the Board Members present.

b. **Discussion Regarding ICIS Membership Levels and Membership Costs**

Interim Executive Director Wright gave background on this item and went over the various options of membership; shareholder member, non-owner full member, affiliated member, associate member, and subscriber.

The Governance Board requested that the options be more specific and requested that this item be discussed by the Technical Committee before returning to a future meeting.

Motion Providing Staff with Direction Regarding ICIS Membership Levels and Membership Costs and Authorizing Staff to Prepare Resolution for Governance Board's Consideration.

Item to return to a future meeting.

c. **Consideration of Creation of an ICIS Web Site**

Interim Executive Director Wright is requesting that cities send him articles and other information regarding their project. He will put Agendas, Minutes, letters and other information on the website. The website address is icisradio.org

Motion Authorizing Creation of and ICIS Web Site and Providing Input Regarding the Content of Said Site

Motion by Burbank authorizing creation of an ICIS Web Site, seconded by Montebello, there was unanimous consensus by the Board Members present.

d. Consideration of July Governance Board Meeting Date

Secretary Aguilar requested direction from the Governance Board whether a quorum will be able to attend the July 7th meeting.

There was consensus by the Governance Board that they will be able to attend the July 7th, 2005 meeting.

6. NEW BUSINESS

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

The Chair and Board Members requested that the following items return to the next meeting:

1. Report regarding the Status of the pilot project with D.H.S.
2. COPS West Conference marketing materials and ICIS participation.
3. An update regarding the distribution and use of UASI funds, and projects previously approved, such as Hauser Peak.

7. BOARD MEMBER COMMENTS

Montebello notified Secretary Aguilar that Montebello's City Manager, and Councilwoman Lopez-Reed, would join him at the ICIS luncheon on June 20, 2005.

Burbank thanked Dennis Gibbons and the staff of Motorola for their assistance in cutting over the radio system.

8. STAFF COMMENTS

Secretary Aguilar notified the Governance Board that the invoices, in the amount of \$40,000 per City, for Fiscal Year 05/06 will go out before June 30, 2005 as approved at the April 7, 2005 meeting.

Steve Hronek reported that Glendale is continuing to reprogram.

Interim Executive Director Wright acknowledged Lianne Parker all of her hard work regarding the last Washington DC trip.

9. ADJOURNMENT

The meeting adjourned at 3:45 p.m.