



**INTERAGENCY COMMUNICATIONS  
INTEROPERABILITY SYSTEM  
JOINT POWERS AUTHORITY**

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

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**October 4, 2012**

**1. REGULAR BUSINESS AGENDA – 1:09 pm**

a. Roll Call

Beverly Hills – Erick Lee

Burbank – Greg Simay

Culver City – Chris Sellers

Glendale – Ray Edey

Montebello – Dominic Herbert

Pasadena – Lisa Rosales

Pomona – Dave Kettle

b. The Agenda for the October 4, 2012 Regular Meeting was posted on October 1, 2012, on the Bulletin Board outside Glendale City Hall.

**2. ORAL COMMUNICATIONS**

No cards were submitted.

**3. REPORTS - INFORMATION**

a. Reports Regarding Changes in Project Status from Previous Month

Pomona reported that the license for the Pomona site has been submitted to APCO and will be forwarded to the FCC. The Pomona City Council approved funding for the Project 25 work. It is expected that by first quarter of 2013 the cutover will happen.

No other member agencies reported changes.

b. Report from Technical Committee

The Technical Committee met on September 13, 2012.

The primary topic was the plan for ongoing system upgrades, necessitated by the conversion to Project 25, using an architecture which is heavily-reliant upon IT hardware and software. For most of the life of ICIS, members have had to contract with Motorola for system monitoring, and ongoing software upgrades (all system components must use the same software version).

After the final software release was issued by Motorola, members were able to discontinue funding software upgrades, but with the system upgrade, those costs will need to recommence. Motorola provided a presentation for the Technical Committee, and

met with each member individually. Technical Committee Members agreed to discuss this topic with their Governance Board Members, and to budget for upgrades in subsequent years.

Additionally, the Technical Committee reported the Master Site microwave link was repaired by Optima. It is being monitored to ensure the root cause of the dropouts has been successfully mitigated.

c. Reports from Legislative Committee

Lianne McGinley reported that the committee is interested in getting the word out about the upcoming Strategic Planning Session on November 7, 2012. Please RSVP directly to Lianne at [lmcgin-ley@ci.burbank.ca.us](mailto:lmcgin-ley@ci.burbank.ca.us).

The Committee is working on a letter to be circulated to the LA delegation to consider signing on to and send to the FCC.

Chair Rosales recommended that we acknowledge VIPs at the beginning of the Strategic Planning Session on November 7, 2012. Also, she recommended that the Board offer to take Jamie Jones out to dinner the night before the Strategic Planning Session. Lastly, we should encourage the legislative offices/staff that represent ICIS agencies to attend the Annual ICIS Strategic Planning meeting.

d. Report from Operations Committee

No report. The Operations Committee did not meet this past month.

e. Report on LA RICS

Board Member Simay provided a report about a meeting that occurred several months ago among the independent city representatives on the LA-RICS Board (excluding Los Angeles and Long Beach); Pat Mallon, LA-RICS Executive Director; and Bill Fujioka, Chair of the LA-RICS Board. At the meeting, there was an acknowledgement that, for the foreseeable future, grants would remain the primary source of funding for LA-RICS. There was the hope that Washington D.C. would recognize LA County as the venue for a premier showcase for public safety radio communications, and would therefore provide more grant funding. Importantly, LA-RICS does not appear to want to challenge the T-Band deadline in H.R. 3630.

LARICS has released a Resolution for two separate RFPs; one for Land Mobile Radio (LMR) (taking into account secondary responders) and another for B-TOP. On October 17 and 18 there will be a chance for everyone to review the specifications of the RFPs. The only public estimate of the cost of the LMR system is \$600 million, dating from 2006.

LA-RICS wants deadline extensions for all grant funding. Don Wright responded that the prospect of additional funding is not likely. Board Member Keetle mentioned that there is a lot of discussion about how LA-RICS needs to include everyone early on about granting and other decisions.

f. Grant Status Report

Mr. Wright reported on two open SHSGP grants that ICIS is involved with. There have been meetings happening in the San Gabriel Valley concerning where to locate the sites. ICIS holds the \$2 million in funding for the project.

Board Member Keetle urged for the creation of a generic contract/agreement with other agencies so that it will not come down to the wire and end up jeopardizing funding. Board members seem to agree that ICIS wants to have access to a San Gabriel Valley for a period of time, e.g., at least ten years or as long as the technology is available. There also was agreement to have funding transferred to Glendora to complete this project.

Board Member Edey recommends having a sub-committee formed to work on the contract terms. Board Members Simay, Kettle, and Herbert agreed to serve. Board Member Herbert pointed out that his comments can be found in the August minutes.

g. Report on ICIS owned equipment

Executive Director Wright provided a report on all ICIS owned equipment and date of purchase. Board Member Rosales recommended that we bring this back to the next meeting and make any changes at the next meeting. Board Member Keetle recommended that the date of transfer be included in the report. Board Member Edey recommended that the termination date for grant funding be included as well. Board Member Simay recommended that Finance develop a depreciation schedule. This report will be brought back at the next Regular Meeting.

h. Shovel Ready Projects

Executive Director Wright reported on the list of shovel ready projects from the Technical Committee. Some projects from Beverly Hills are not included and will be included at the next meeting of the Technical Committee.

Board Member Edey described including a priority list to the projects.

**4. CONSENT ITEMS**

a. Approval of the Minutes for the August 2, 2012 Regular Meeting.

Board Member Keetle moved approval and Board Member Edey seconded motion. The motion carried and Board Member Lee abstained. 6-0-1.

**5. ACTION ITEMS**

a. Membership Policy

1. Approval of Membership Resolution

Board Member Keetle offered some clarification on the Resolution. Board Member Lee offered clarification on where members pay ICIS. Board Members directed staff to prepare a Resolution with the changes recommended by the Board Members.

b. Report from Executive Director: Microwave

1. Authorize payment for repairs

2. Direct staff on upgrades

Executive Director Wright reported on the payment for microwave repairs. Board Member Keetle moved approval and Board Member Simay seconded. The Motion passes. 7-0-0.

Board Member Keetle directed the Technical Staff to make the changes as discussed. Board Member Sellers seconded the motion. All Board Members voted in favor. 7-0-0.

c. Reschedule of November meeting

1. Combine regular meeting with planning session of November 7

Board Member Keetle motion was made to combine meetings. Board Member Simay seconded. All Board Members voted in favor. 7-0-0.

**6. BOARD MEMBER COMMENTS**

Board Member Edey announced that this is his last meeting for the year. Theresa Goldman will be representing Glendale as the new Board Member.

Mr. Edey commented on how he has been proud to be a part of ICIS and especially noted how well the governance structure works. Mr. Edey has appreciated the shared vision of ICIS and how well-run the JPA is. Mr. Edey expressed that he has enjoyed being part of narrow-banding and moving to Project 25 single platform system. He has enjoyed obtaining the numerous funding opportunities for ICIS.

Board Member Simay questions if there is any other mechanism that ICIS can find to hold on to Ray and his resources. All Board Members thanked Mr. Edey.

**7. STAFF COMMENTS**

**8. ADJOURNMENT – 3:05 pm**