



**INTERAGENCY COMMUNICATIONS  
INTEROPERABILITY SYSTEM  
JOINT POWERS AUTHORITY  
SPECIAL MEETING OF THE GOVERNANCE BOARD**

**GLENDALE CITY COUNCIL CHAMBERS  
613 E. BROADWAY,  
GLENDALE, CA 91206**

**February 6, 2014**

**1. BUSINESS AGENDA – 1:00 pm**

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

a. Roll Call

Pomona – Dave Keetle

Beverly Hills – Erick Lee

Montebello – Dominic Herbert

Glendale – Theresa Goldman

Culver City – Chris Sellers

Burbank – Greg Simay

Pasadena – Lisa Rosales

b. Report of Staff re: Posting of Agenda. The Agenda for the February 6, 2014 Governance Board Meeting was posted on February 3, 2014, on the ICIS Web Site and the Bulletin Board outside Glendale City Hall.

**2. ORAL COMMUNICATIONS**

Executive Director reported that Chief Keetle has announced retirement. This will be his last ICIS meeting as he retires February 20.

Chair Goldman thanked Chief Keetle for his years of service to ICIS and his willingness to make decisions for the good of the whole. The Board and Staff thanked Pomona for being the first to migrate to P-25 and move ICIS forward.

**3. REPORTS – INFORMATION**

a. Reports Regarding Changes in Project Status from Previous Month

Pomona – No report

Beverly Hills – No report

Montebello – No report

Glendale – The first hop in the microwave replacement of the Civic Center to Mt. Thom is scheduled to be completed in March. Repairs to the temperature issues need to be addressed before hot weather. Programming over to P-25 is proceeding. Glendale has given the go ahead to Motorola for the downtown repeater site for additional coverage. Next week there will be testing of the other six sites. Cut over to P-25 is still expected in the second quarter.

Culver City – No report

Burbank – Burbank is mid-cycle with the P-25 cut over - step 4 in the process. They are working on a 40 gig link between master site and Burbank.

Pasadena – There were many New Years Eve events and activities in Pasadena and all of their radio communication worked perfectly.

b. Report from Technical Committee

Steve Hronek reported that Joe Wilke has extended his leave as Secretary of the Technical Committee and Phil Areago of Beverly Hills has been appointed as Secretary. Steve reminded the Board to allocate the cost of the 7.14 upgrade in their city budgets. The jump from version 7.9 to 7.14 is a two step process, but as 7.14 is now out, the Technical Committee has requested that this upgrade be done in one step. Motorola has not yet responded.

The Technical Committee presented three motions:

-an affiliate agreement with San Gabriel PD, specifically with South Pasadena, but with all of Area C as well. No technical impediments or loading issues.

-an affiliate agreement with Monrovia PD. No technical impediments or loading issues.

-an affiliate agreement with Cal Sate LA PD. This request came through Monterey Park. The technical committee did not find loading issues, but would like the operations committee to also look at the request. Cal State LA PD has four APX7000 radios.

ICIS has approached the chief technician of UCLA system to see if they have interest in joining, especially considering proximity to Culver City. The UCs are working on new 800 trunk system of their own. There was no interest at this time, as UCLA intended to remain with an 800 MhZ system.

c. Report from Legislative Committee

The Washington DC trip has been planned for April 7 – 9. The Legislative Committee is also considering a one day State trip in May. There was direction to avoid the annual Legislative Day if a trip was to be planned.

d. Report from Operations Committee

Nothing to report but will agendize the Technical Committee's motions.

e. Report Regarding LA RICS

\$150 M in grant funds remains jeopardized because they have not begun to build out. They are scrambling for a funding plan but there are many gaps. The funding plan process is very much underway.

f. Report Regarding San Gabriel Valley JPA

Glendora Police Chief Staab introduced himself to the committee. Glendora is proceeding with Motorola at a slightly slower pace but the JPA will be signed on by early March and be fully functional in April. Glendora officers had complained about communications issues for a long time so everyone is excited about the change to ICIS. Thanked Pasadena for their assistance during the fire. Executive Director and Lucy Varpetian are drafting resolutions to formalize new members.

g. Report Regarding Budget Status Mid-Year 2013-2014

The 12 – 13 budget is on target for the first 6 months of fiscal year. El Monte's subscription of their Narcotics unit is added revenue to the budget. Microwave repairs will hopefully not be an issue for the budget again since it is being replaced with a new one this year. Each existing charter member should budget \$43,000 for the 2014-2015 fiscal year and \$46,000 for 2015-2016. All other members are \$46,000 as of this past fy.

h. Report Regarding Scheduled Washington, DC, Delegation Trip

April 7 – 9: Agency and committee meetings on energy and homeland security. Board representatives from Glendale, Burbank, and Beverly Hills will be attending. Councilmember Laura Friedman (Glendale) and a councilmember or the mayor will be attending from Beverly Hills. The San Gabriel Valley JPA will try to send a representative.

\*\*\* Agenda items h & c combined.

**4. CONSENT ITEMS**

a. Approval of the Minutes for the December 5, 2013 Special Meeting  
Motion made by Burbank, seconded by Montebello.

Pomona – Aye  
Beverly Hills – Aye  
Montebello – Aye  
Glendale – Aye  
Culver City – Aye  
Burbank – Aye  
Pasadena – Aye

**5. ACTION ITEMS**

a. Strategic Planning Session – Discussion Concerning Mission, Goals and Objectives

1. Motion Adopting Mission Statement

Motion made by Beverly Hills, second by Culver City.

Pomona – Aye  
Beverly Hills – Aye  
Montebello – Aye  
Glendale – Aye  
Culver City – Aye  
Burbank – Aye  
Pasadena – Aye

2. Motion Adopting Goals and Objectives

Executive Director Edey thanked Erick Lee for assisting with the format of the goals and objectives. There are five goals for the 2014 calendar year. While not every goal may be fully completed, ICIS will make progress on each.

Motion made by Culver City, second by Pasadena.

Pomona – Aye  
Beverly Hills – Aye

Montebello – Aye  
Glendale – Aye  
Culver City – Aye  
Burbank – Aye  
Pasadena – Aye

#### b. Discussion Regarding Committee Structure and Appointment of Chairpersons

Currently, each committee chair is appointed by board and the vice chair is appointed by committee itself. ICIS does not have the length of term specified. It is proposed that there be a limit of two years per chairperson, with a review in place at the end of the term. At that time, the board may reaffirm the chair or identify a new chair. This policy will apply to the vice chair as well.

#### 1. Motion Establishing Frequency of Committee Chair Appointments

Motion to review chair and vice chair position every two years made by Montebello, second by Pasadena.

Pomona – Aye  
Beverly Hills – Aye  
Montebello – Aye  
Glendale – Aye  
Culver City – Aye  
Burbank – Aye  
Pasadena – Aye

#### 2. Motion Appointing and/or Reaffirming Committee Chairs

Steve Hronek announced he will no longer serve as Chair of the Technical Committee. Chair Goldman thanked Steve for his 11 ½ years of dedication to ICIS, beginning with its founding. He has served for over a decade as the Chair of the Technical Committee. Chair Goldman presented Steve a radio plaque as a token of the Board's appreciation. Steve has served as the Chair of the Governance Board from September 2002-2003 as well as Executive Director and Chair of the Technical Committee.

Nominations for Technical Chair include Jim Floyd (by Burbank) and Ron Derderian (by Pasadena). The Board will table the appointment of the Technical Committee Chair until the next meeting so the Board may speak with their respective committee members. Steve Page will continue to serve as Vice Chair.

Motion to appoint and re-affirm Don Wise (Operations Committee) and Lianne McGinley (Legislative Committee) for two years effective February 2014 made by Beverly Hills, second by Burbank.

Pomona – Aye  
Beverly Hills – Aye  
Montebello – Aye  
Glendale – Aye  
Culver City – Aye  
Burbank – Aye  
Pasadena – Aye

#### 3. Motion Regarding Committee Structure and Process

This item was tabled so the Board may speak to their respective committee members. Definitions of roles and evaluation system will also be updated.

**6. BOARD MEMBER COMMENTS**

Pomona – No comment

Beverly Hills – No comment

Montebello – No comment

Glendale – Thanked Steve and Chief Keetle for their service.

Culver City – No comment

Burbank – No comment

Pasadena – No comment

**7. STAFF COMMENTS**

Steve Hronek introduced Glendale's Chief Information Officer Brian Ganley. Mr. Ganley has been with the City of Glendale for under a year and was eager to join the City in part due to ICIS and its success.

**8. ADJOURNMENT**

Motion made by Pomona, second by Pasadena. Meeting adjourned at 2:18 pm.

Next Meeting will be held  
Thursday, March 6, 2014 at 1:00 pm.  
Glendale City Hall - Council Chambers  
613 E. Broadway  
Glendale, CA 91206