

**INTERAGENCY COMMUNICATIONS
INTEROPERABILITY SYSTEM
JOINT POWERS AUTHORITY**

**REGULAR MEETING
OF THE GOVERNANCE BOARD
GLENDALE CITY COUNCIL CHAMBERS
613 E. BROADWAY,
GLENDALE, CA 91206**

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PHONES AND PAGERS

August 2, 2012

1. REGULAR BUSINESS AGENDA

Chair Rosales called the meeting to order at 1:00p.m.

a. Roll Call

Beverly Hills – Tim Scranton

Burbank – Greg Simay

Culver City – Chris Sellers

Glendale – Ray Edey

Montebello – Domonic Hebert

Pasadena – Lisa Rosales

Pomona – Dave Keetle

The Agenda for the August 2, 2012, Regular Meeting was posted on July 30, 2012, on the Bulletin Board outside Glendale City Hall.

2. ORAL COMMUNICATIONS

No cards

3. REPORTS - INFORMATION

a. Reports Regarding Changes in Project Status from Previous Month

Glendale reported that the Project 25 migration system finalized a plan; a cost effective proposal. Reprogramming some of the money available, moving this money to this project about \$6 million dollars. We have earmarked UASI and SHGAP moving towards project.

Burbank reported no changes. Part of this process \$1.1 million for the Burbank Project 25 conversion which SHSGP has allowed to take place.

Montebello had no comments.

Pasadena reported that the Pasadena upgrade of routers, next month all the dispatchers will be trained and the switch will be over. Chair Rosales said to check with different cities to see what they were doing relative to this project.

Culver City had no comments.

Beverly Hills had no comments.

Frank Westphal from Pomona reported last month that the consultant came up with solutions for license without waiver, working with Motorola to come up with a better solution.

b. Report from Technical Committee

Chair of the Technical Committee Steve Hronek met prior to last governance board meeting, no action. The primary issue was the OC3 microwave, been repaired, parts sent for repair, set of spares, Glendale monitoring system, watching compatibility with the ICIS microwave. Glendale able to monitor thru the Network Management Terminal which anyone can connect.

Executive Director Don Wright stated that the microwave should not see repeat of same kind of failure, unmonitored failure, running on standby for time. The other solution is to find contract service to provide with one level of support, asked Motorola to provide with initial quote, 24/7 dispatch or other type.

Chair Lisa Rosales reminded the board to send to Steve Hronek who to contact for notification from all cities.

c. Report from Legislative Committee

Liana McGinley reported that the committee is planning the annual strategic planning session, tentatively scheduled by the committee for November 14. It will be held at the Tournament House; around 200 people attending.

Executive Director Don Wright there maybe opportunities to find grant dollars. If it is late in November there should be no problem, no applications for federal funding,

Board Member Ray Edey stated that there are opportunities to take advantage of; sending letters to Mayor Villaraigosa and governor. Develop a process to put in play to create letters, draft from Ray Edey to legislative group.

Chair Lisa Rosales suggested that whatever letters were created to also send it (cc) to the people relevant to the program/office.

d. Report from Operations Committee

Executive Director, Don Wright had no comments.

e. Report regarding LA RICS

Board Member Gregory Simay the board voted 14-3 to cancel RFP. He directed staff to seek more RFP's, board voted to direct staff to develop tech committee regarding tband, a lot of criticism regarding hybrid.

Board Member Tim Scranton expressed that there is a great need for technical committee to be involved in this hybrid approach. He insists that technical staff involvement has to occur before the ICIS board approves anything.

4. CONSENT ITEMS

a. Approval of the Minutes for the June 7, 2012 Regular Meeting.

A motion was made to approve the Minutes for the June 7, 2012 regular meeting as presented. Glendale – Motion, Beverly Hills – Second

6-0-0 (Burbank abstain)

b. Approval of the Minutes for the July 12, 2012 Special Meeting.

A motion was made to approve the minutes for the July 12, 2012 special meeting as presented.

Burbank – Motion, Culver City - Second
7-0-0

5. ACTION ITEMS

a. Discussion Regarding Current Grants

Dave Keetle Pomona stated that if Glendale has grants on behalf of ICIS he believes that board needs to know about it. They should be regulated by the ICIS board. If it says ICIS in any part of them; the board needs to be involved. If it says compatible, there is no need for the board to know about it.

Ray Edey, Glendale – does not have authority to commit to ICIS. He states that grants are just Glendale grants not ICIS. He is to provide a list of grants with Glendale entity. Master Site is Glendale's site.

Dave Keetle, Pomona – feels that if there is any grants on behalf of ICIS the board should know about them.

Greg Simay, Burbank – Burbank has done capital improvement to ICIS Infrastructure the source of those fundings is ICIS grants.

Chair Lisa Rosales agrees that Ray Edey should not be responsible for keeping board up to date for other stuff; the tech committee needs to brief agencies and not depend on Ray Edey.

Motion made that a list of all open grants provided to ICIS or provided through other agencies on behalf of ICIS including the project description, status of each, funding distribution status, and grant deadlines. This report is to be updated and presented to the board each year along with the proposed budget for the following fiscal year.

Pomona motioned/ Glendale second
7-0-0

Motion made that Specifically for the San Gabriel project, a report including the following: Project description, Proposed scope of work, Proposed Grant funding, distribution, interest expense and reimbursement procedures, Motorola ROM project pricing, and the first draft of a proposed JPA between ICIS and the newly formed San Gabriel JPA including at a minimum a description of ownership, terms of operation (minimum time frame and ICIS access), maintenance responsibilities, ownership contingency in case the San Gabriel JPA dissolves or concedes from ICIS, and a timeline of milestones that must be met in order to comply with the grant deadlines in a timely manner, so the board can give consideration to the proposal as the project progresses.

Pomona motion/Glendale second
7-0-0

b. Discussion Regarding ICIS Owned Assets

Develop a list of the microwave links and who owns them, present list of m/w list and who owns within one list ICIS list on second list bought, purchase

Motion made that by the October 2012 ICIS Board Meeting the Executive Director will provide a written report listing each of the ICIS owned assets, microwave links, the location of each asset, the original purchase price and estimated current value of each. This report is to be updated and presented to the board each year along with the proposed budget for the following fiscal year.

Pomona motion/Glendale Second
7-0-0

c. Discussion Regarding Shovel Ready Projects

Pomona wants separate,

Executive Director Don Wright turned to tech communications to give him a spread sheet
Executive Director Don Wright a year ago made motion on priorities, p25, sites to enhance for externals, sites for additional members

With that in mind with s/r projects, seek programmed dollars, look at s/r projects, go from list prioritizing on the fly, doesn't have to prioritize each project, see what fits,

Motion - By the next ICIS Board meeting the Executive Director will provide a written report to the board listing each of the "Shovel Ready Projects", a project description, and the approximate cost of each. This report is to be updated and presented to the board each year along with the proposed budget for the following fiscal year.

Pomona Motion/Beverly Hills second
7-0-0

d. Discussion Regarding Draft Membership Policy

Ad hoc came away with document, changes that Lucy made included in his original,

Changes have been made to the document

Associate membership category-looks like member agency, evolved into JPA authority

No motion – bring back to next meeting with a resolution

e. Discussion Regarding Agenda Distribution Timeline and Allowing Chair to Add Additional Items as Needed

Pomona Board Member Keetle requested this item, would like the agenda to be sent one week before the meeting to give the Governance Board time to review the packet. If item not received in time, the item shouldn't go on agenda

Motion made that the ICIS Agenda be distributed one week in advance of meeting, allowing Chair to add additional items as needed.

Pomona motion/Beverly Hills
7-0-0

g. Discussion Regarding Moving the September 6, 2012 ICIS Governance Board Meeting

No motion – meeting to remain on September 6, 2012

6. BOARD MEMBER COMMENTS

The Executive Director on behalf of the Board thanked Dana Cordova for doing such a wonderful job for so many years.

7. STAFF COMMENTS

No comments.

8. ADJOURNMENT