



**INTERAGENCY COMMUNICATIONS
INTEROPERABILITY SYSTEM
JOINT POWERS AUTHORITY
MEETING OF THE GOVERNANCE BOARD
GLENDALE CITY HALL
613 E. BROADWAY, GLENDALE, CA 91206**

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MARCH 3, 2016

1. BUSINESS AGENDA – 1:00 pm

The meeting was called to order by Vice Chair Erick Lee at 1:04 p.m.

a. Roll Call

Beverly Hills – Erick Lee
Burbank – Jim Compton
Com Net – Tim Staab
Glendale – absent
Culver City – absent
Montebello – Dan Amador
Pasadena – Seaton King
Pomona – Michael Ellis

b. The Agenda for the March 3, 2016 Governance Board Meeting was posted on February 26, 2016 on the ICI System Web Site and 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

Beverly Hills – No report

Burbank – Jim Compton reported that Burbank's upgrade to P-25 has been finished and he expressed his appreciation to the Technical Committee staff's diligence and hard work on this project.

Com Net – Tim Staab imparted that Com-Net is still anxiously awaiting approval from FCC for their radio frequencies, which they hoped to have been accomplished by end of last year.

- Director Edey stated that they received a correspondence from one of FCC's chief technical analysts, requesting for two additional documents. He expressed that it is a good indication that Com-Net's application is being processed and just proceeding through the several phases before reaching the Public Safety Approval body.

Tim Staab also informed the panel that Com-Net is experiencing some technical issues involving a microwave they purchased 14 months ago. He said that the equipment has always been operational but the communication to Glendale is problematic; hence their initial assumption that the problem was the Glendale site. He reported that upon thorough inspection, it was found out that it is being caused by router incompatibility since they didn't purchase the equipment through Motorola, who created the Com-Net system that was only configured for T-1s and not microwaves. He said that they contracted Motorola to make the necessary adjustments.

Glendale – Absent

Culver City – Absent

Montebello – Dan Amador reported that four out of five Montebello sites along the lines of Burbank have been completed with the P-25 migration upgrade.

Pasadena – No report

Pomona – No report

b. Report from Technical Committee

Jim Floyd, Vice Chair of Technical Committee, reported what was discussed during their recent meeting. Status updates were: Beverly Hills was in the middle of their microwave upgrade; Burbank – 90% completion of P-25 reprogramming of their fleet; Culver City also in process of microwave transition they are working on with their subscriber units. Jim also shared with board members the content of a memorandum issued by Burbank City Manager to their City Council meeting in February, commending the successful completion of Burbank's P-25 conversion which was incredibly achieved under budget and on time.

c. Report from Operations Committee

Director Edey informed the board that Operations Committee is in a state of flux and seeking to reinvent itself with respect to its functions and to reinstate the Chair of the committee. He conveyed that Don Weise, who recently expressed his intent to step down from the position, gladly announced that he will be staying on and will continue on as Chair of the Operations Committee.

d. Grant Status Report

Director Edey presented to the panel the Grant Status Report as of March 3, 2016. Listed are active grants currently in place and those that are still pending which are as follows: 2014 SHSGP - funding Torrance and Montebello sites; 2014 LA/LB UASI - for Vernon, Glendale, and Santa Monica projects; 2015 SHSGP - for Com-Net, Montebello, and Glendale systems; 2016 LA/LB UASI Application - for Area G/Torrance/South Bay Cell, ISSI Interface, and Monterey Park Area Repeater, and lastly the 2016 SHSGP Application - to be reinvested for West SGV Reconfiguration. He, however, reminded the board that these numbers aren't absolute as these grants will continue to develop and redevelop each year and might change when some residual funds become available.

e. Report Regarding the I.C.I., LA-RICS, LAPD, and LB UASI Technical Committee

Director Edey stated that as he discussed during the previous board meeting, UASI's Approval Authority directed the formation of joint technical committee between ICI System, LA-RICS, Los Angeles, and Long Beach, to facilitate them in determining the feasibility of funding these four radio system entities. Director Edey informed the panel that the newly formed group already held several very productive meetings since then, and have already reported back to the Mayor's office that they are prepared to proceed with system integration.

Director Edey also informed the board that a joint Operations Committee was also formed within the group. He reported that they had good meetings but are still in the process of establishing the policy level and determining each entity's role. He conveyed that the committee met with the UASI Approval Authority, to brief them on the group's progress and what was discussed during the process.

f. Report on Status of Santa Monica System Cell

Director Edey was pleased to announce that because of the successes they had in 2014 and for being able to allocate a sufficient grant funding to Santa Monica, their City Council accepted that funding to move forward with the design, fabrication, and insulation of their ICI cell system; this will cover their prime site, two repeater sites and all their connectivity. He also stated that they got City Council approval to seek membership in the ICI System JPA, as well as funding for their annual membership dues.

g. Report on Status of Torrance/South Bay/Area G System Cell

Director Edey reported that the project is about ready to launch; they got the funding for the prime site and are just waiting for EHP clearance. He conveyed that they are moving forward onto the next UASI grant cycle, seeking sufficient funding to build out the entire Area G Cell. Out of the eight cities in Area G, he said that only one is not participating; Inglewood has opted thus far to continue working with LA-RICS. Director Edey stated that this project will comprise multiple communications centers and five additional regional radio sites on top of the prime site that is currently being worked on in Torrance. He further emphasized that this is a substantial cell and is the last link in the ICI System puzzle for the coverage of the entire county.

h. Report on Washington, D.C., Delegation for 2016

Director Edey informed the board that they are proceeding with the Washington, DC trip this year, which will be on April 25 – 27, 2016. ICI System delegates are as follows:

Burbank: Jim Compton
Glendale: Chair Theresa Goldman, Police Chief Robert Castro
Com-Net: West Covina Police Chief David Faulkner
Pasadena: Battalion Chief Seaton King
Beverly Hills: Vice Chair Erick Lee, Mayor John Mirisch, Vice Mayor Krasne
Montebello: Battalion Chief Dan France
ICI System: Ray Edey

4. CONSENT ITEMS

a. Approval of the Minutes for the January 7, 2016 Regular Meeting

Motion to approve made by: Montebello Second by: Burbank

Beverly Hills – aye
Burbank – aye
Com Net – aye
Glendale – absent
Culver City – absent
Montebello – aye
Pasadena – aye
Pomona – aye
All in favor.

5. ACTION ITEMS

- a. Discussion of Contractor Services – Comsec Associates, Inc.
 - 1. Motion to Accept and File Contractual Billing

Staff recommended to the board the motion to accept and file the contractual billing from Comsec Associates for Mr. Hronek’s consulting service during the UASI Joint Technical Committee sessions.

Motion to Accept and File made by: Pomona Second by: Pasadena

Beverly Hills – aye
Burbank – aye
Com Net – aye
Glendale – absent
Culver City – absent
Montebello – aye
Pasadena – aye
Pomona – aye
All in favor.

- b. Discussion of Operations Committee Chair and Committee Functions
 - 1. First Motion: Reappoint Chair and Second Motion: Adopt Amended Functions

Staff seek the board to accept the first motion, which is to reappoint Don Weise as the Chair for Operations Committee.

Motion to reappoint Chair was made by: Pasadena Second by: Com-Net

Beverly Hills – aye
Burbank – aye
Com Net – aye
Glendale – absent
Culver City – absent
Montebello – aye
Pasadena – aye
Pomona – aye
All in favor.

Second motion: Adopt Amended Committee Functions

Director Edey presented to the board a Resolution setting forth the Operations Committee Responsibility and Functions.

Motion to adopt the Resolution by: Com-Net Second by: Burbank

Beverly Hills – aye
Burbank – aye
Com Net – aye
Glendale – absent
Culver City – absent
Montebello – aye
Pasadena – aye
Pomona – aye
All in favor

6. BOARD MEMBER COMMENTS

Beverly Hills – Vice Chair Lee thanked Director Edey for all his great work for ICI System.

Burbank – No report

Com Net – No report

Glendale – absent

Culver City – absent

Montebello – No report

Pasadena – Seaton King informed the board that their department is currently in transition in terms of job assignments. He said he will be transferring to Training Division with new duties and will be taking on their radio systems, but will retain his ICI System responsibilities and other task force assignments he's currently involved in.

Pomona – No report

7. STAFF COMMENTS

Director Edey asked Vice Chair Lee to share with the panel his recent promotion in City of Beverly Hills.

- Vice Chair Lee was pleased to announce that he recently accepted the job as Deputy Director of Beverly Hills Public Works Department. He informed the board that he will still represent Beverly Hills during the ICI Governance Board trip to Washington, DC; after which, Deputy Fire Chief Gregory Barton will assume his position as board member with the ICI System.

8. ADJOURNMENT

Next Regular Meeting: will be held
Thursday, April 7, 2016 at 1:00 pm
Glendale City Hall
613 East Broadway, Glendale, CA 91206