

INTERAGENCY COMMUNICATIONS
INTEROPERABILITY SYSTEM
JOINT POWERS AUTHORITY

GOVERNANCE BOARD MINUTES
April 7, 2005

The meeting was called to order at 1:12 p.m.

1. **REGULAR BUSINESS AGENDA - 1:12 p.m.**

a. **Roll Call**

Beverly Hills – absent
Burbank – Greg Simay
Glendale – Ron DePompa
Montebello – Jim Cox
Pomona – Darrell Cummings
Torrance - absent

The meeting was called to order by Secretary Aguilar, the first order of business is to select a Chair Pro Tem to conduct the meeting.

Member Simay nominated himself, Member DePompa seconded the nomination, and there was consensus by the Governance Board Members present.

b. **Report of Staff, re: Posting of Agenda.**

The Agenda for the April 7, 2005 meeting was posted on March 31, 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**
Glendale reported that their system remains stable, and there are no technical changes.

Burbank's project is still on target, they will be switching over their Police and Fire departments in April.

Pomona reported that they are reengineering and changing the location of their police headquarters. They are going back to the original design, and the project should be completed by the first quarter of 2006.

Montebello is proceeding as planned; they have finished the concrete pad that will support the new building.

b. **ICIS Budget Status Report**

Bob Franz presented the report. The current fiscal year surplus is estimated to be \$80,000. There are a number of outstanding invoices, but the invoice amounts have been taken into consideration in estimating this year's surplus.

c. **Report Regarding Progress Made in Obtaining Letters of Support**

Member DePompa stated that letters of support have been obtained from Los Angeles Fire Chiefs. He will be meeting with Sheriff Baca to get an updated letter of support from his office.

4. **CONSENT ITEMS**

a. **Approval of Minutes.**

Motion by Montebello and seconded by Glendale to approve the minutes as presented. There was consensus to approve the minutes by the Governance Board Members present.

5. ACTION ITEMS
The Agenda was taken out of order to permit Lianne McGinley time to arrive at the meeting. Chair Pro Tem Simey proceeded to item 5C and 5D.

c. Discussion Regarding Fiscal Year 2005/06 Federal Appropriation Request
Interim Executive Director Wright spoke regarding the upcoming trip to Washington DC. He stated that staff needs direction from the Board. A number of projects were listed in the staff report. It was recommended that this item be carried over to a special meeting when additional delegates would be present.

Motion to provide Staff with direction regarding a Fiscal Year 2005/06 Federal Appropriation Request, Including Use of Any Funds Received.
There was consensus by the Board Members present to have the information come back to a special meeting before the Washington, DC trip.

d. Discussion Regarding Fiscal Year 2005/06 ICIS Member City Budgets
A preliminary draft budget was prepared for the March 3rd meeting, based on input provided at the meeting. A revised budget was presented. Staff is seeking direction regarding the proposed budget for the new fiscal year. The budget is being presented to provide the Governance Board adequate time to give input, prior to being finalized. It is recommended that the Board provide input and direct staff to return to the May meeting with the final budget for FY 2005/06. It is understood that some Board Members may need to seek authorization or approval from their City.

The revised estimates were provided by a committee composed of the Interim Executive Director, the Chair of the Legislative Sub-Committee, two Governance Board Members, and the ICIS Secretary. Input was also sought from the Technical Committee Chair.

Motion to Approve Fiscal Year 2005/2006 Member City Budgets and ICIS Budget.
Motion by Montebello to approve the Fiscal Year 2005/2006 Member City Budgets and ICIS Budget, seconded by Glendale, there was unanimous consensus by the Board Members present

a. Legislative Sub-Committee Update
Chair McGinley gave the report on the planning process of setting up meetings with legislators in DC; everyone is represented except for Torrance. James Jones of Turch & Associates is setting-up the meetings with the legislators and will send a schedule. Letters have been sent out to state officials, including Mathew Bittenhausen. Chair McGinley is working on setting up future meetings with state lobbyist. The Governance Board had requested a list of accomplishments, Chair McGinley is requesting that all the cities please provide additional details to her so that she can update the list and have it complete by the next meeting.

b. Final Approval of Allocation of Fiscal Year 2004/05 Federal Appropriation of \$500,000
Interim Executive Director Wright is waiting for design drawings and figures, does not have the information for the Governance Board and due to the absence of a number of delegates, the item will be placed on an upcoming special agenda.

Motion Approving Final Allocation of Federal Funds
There was consensus by the Board Members present to have the information come back to a special meeting before the Washington, DC trip.

e. Discussion Regarding Washington DC Follow-up to February 2005 Glendale Trip
Mr. McFall apologized that he was not prepared to give his report at this meeting, but will have a report ready for Governance Board at the special meeting.

Motion Providing Staff with Direction Regarding Future Actions to Address Comments
None

f. Discussion Regarding ICIS Membership Levels and Membership Costs
Chair Pro Tem Simey asked staff to bring the item back to the next regular meeting in May 2005.

g. Consideration of Agreement Extension and/or Renewal for Federal Legislative Advocacy Services with David Turch & Associates
Motion Providing Staff with Direction Regarding ICIS Membership Levels and Membership Costs
Motion by Chair Pro Tem Simey to bring to next regular meeting in May 2005, seconded by Glendale, there was a unanimous consensus by the Board Members present.

Chair McGinley gave a brief report on the work of Turch & Associates. Mr. McFall reported that the City of Glendale has been using the firm as the City's legislative lobbyist. Interim Executive Director Wright stated that they are also effective with state legislators. Secretary Aguilar agreed that they are very familiar with Federal Legislators, and that the City is very pleased with their performance.

Motion Providing Direction Regarding Agreement Extension and/or Renewal for Federal Legislative Advocacy Services with David Turch & Associates
Motion by Glendale to adopt "Option 3- to pay \$59,500 to David Turch & Associates for previously contracted advocacy services and extend the contract until June 30, 2006, seconded by Pomona, there was unanimous consensus by the Board Members present.

- h. **ICIS Participation on State Interoperable Executive Committee**
Interim Executive Director Wright gave the report. The report was originally requested by Member Cox. Member Cox provided additional information.

Motion Providing Authorization for Staff to Begin Process to Secure ICIS Participation
Motion by Montebello to allow Interim Executive Director Wright to begin a process to secure ICIS participation on the State Interoperable Executive Committee, seconded by Glendale, there was unanimous consensus by the Board Members present.

- i. **Consideration of the Creation of an Ad Hoc Publicity Committee for Burbank/Montebello/Glendale System Connection**
Interim Executive Director Wright stated that it is important that ICIS take advantage of the success, and build leverage towards growth of the system. This will help to strengthen the future of the JPA and make ICIS more visible to surrounding cities. Interim Executive Director Wright made that Board aware that he will be requesting assistance from each city's Public Information Office on this item.

Motion Authorizing Creation of Ad Hoc Publicity Committee and Designating Members Thereof
Motion by Montebello to allow the creation of an Ad Hoc Committee to publicize, Pomona seconded, there was unanimous consensus by the Board Members present.

- j. **Consideration of Pilot Project for Department of Health Services Paramedic Field Communications**
Interim Executive Director Wright reported that the Department of Health Services contacted him regarding the ICIS project; they could use communication support for their paramedic services. Their radio network is aging, there are issues with Los Angeles County, hospitals closing and contacting available hospitals. The Department of Health is asking for a pilot project, and he feels that there are advantages to ICIS to gain their participation. Member Cox agreed with Interim Executive Director Wright that there would be some advantage to having the Department of Health Services join into the ICIS JPA.

Motion Authorizing Interim Executive Director to Initiate and Implement a Pilot Project and Return to Governance Board with Project Results
Motion by Glendale that Interim Executive Director Wright initiates and implements a Pilot Project and returns to the Governance Board with project results, seconded by Montebello, there was unanimous consensus by the Board Members present.

6. NEW BUSINESS

Chair Pro Tem Simay requested that there be a Special Meeting of the Governance Board on April 20, 2005 at 10:00 a.m. in the Glendale Council Chambers to address agenda items before the Washington, DC trip on April 28, 2005. The items on the agenda include:

- B - Final Approval of Allocation of Fiscal Year 2004/05 Federal Appropriation of \$500,000.
- C - Discussion regarding Fiscal Year 2005/06 Federal Appropriation Request.
- E - Discussion regarding Washington DC follow-up to February 2005 Glendale Trip.

7. BOARD MEMBER COMMENTS

None

STAFF COMMENTS

None

9. **ADJOURNMENT** The meeting was adjourned at 2:14 p.m.