

**MINUTES OF A REGULAR MEETING
OF THE INSB TECHNICAL COMMITTEE**

1. **CALL TO ORDER**

The Interoperability Network of the South Bay (INSB) Technical Committee convened in a regular session at 10:00 AM on Tuesday, January 9th 2018, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

2. **ROLL CALL**

Present: Member Josh Armstrong, City of Hawthorne
Member Shawn Bonfield, City of El Segundo
Member Jerry Edwards, City of Torrance
Member Andy Harrod, Manhattan Beach Police Department
Member Debra Kochheim, City of Redondo Beach (arrived at 10:15 AM)
Member Milton McKinnon, City of Hermosa Beach

Absent: None.

Also Present Alternate Member Dennis Faro, City of Torrance
Mr. Jeff Fukasawa, Commline
Administration Manager John Krok, SBRPCA
Alternate Member Robert Mendoza, City of Manhattan Beach
Ernest Gallo – City of Torrance
Executive Director Ralph Mailloux, SBRPCA (via phone conference)
Mr. Gordon Arnold, City of Glendale
Battalion Chief LeRoy Diekmann, Chevron
Mr. Carl Jacobson, El Segundo Resident

4a. **Approval of Minutes – November 14 2017**

The INSB Technical Committee minutes of November 14, 2017 were approved as written.

5. **ACTION ITEMS**

None.

6. **REPORTS**

6a. **Update on the Motorola INSB Build Out**

Mr. Jeff Fukasawa, Commline, provided updated on the Authority's four sites, including that all four sites currently are in a cold install status for the Motorola equipment. He advised

that the wireless link from Torrance to South bay Hospital has been completed and the link between Torrance and Baldwin Hills should be completed within the next few days.

Member Edwards explained that the Torrance site is also in a cold install status and that, in a continued effort to connect the Motorola equipment, Day Wireless is on-site this week.

6b. **Update on Letter of Concurrence**

Regarding the letters of concurrence, Member Edwards reported on concerns with West Covina using a co-channel in a newly proposed area. But, Ken Shearen, Commline, and Gordon Arnold, City of Glendale, are discussing this concern and might have a solution prior to the next INSB Technical Committee meeting in February.

Mr. Jeff Fukasawa, Commline, mentioned that authorization on one of the Authority's frequency pairs is still needed and he is pursuing final approval.

During discussion, it was noted that the CPRA coordination is completed and awaiting the final LOC from West Covina and final approval on the Authority's frequency pair, and that Motorola will not order the the antenna and combiner system until these two issues are resolved. He pointed out that this could delay the project timeline; but, if these two issues can be resolved soon, the go-live date of August 2018 should not change.

6c. **Update on Operations Committee**

None.

7. **ORAL COMMUNICATIONS**

7a. Mr. Jeff Fukasawa, Commline, shared that the option of using the Chevron location for the sixth site is no longer available. He and Executive Director Mailloux advised that alternative sites are being explored and that a decision will not be made without the Committee's review.

7b. Ms. Debra Kochheim, City of Redondo Beach, asked how and when Redondo Beach will be invoiced as part of a INSB Governance Board's approval to provide \$300,000 in funding for the INSB JPA.

Ernest Gallo, Executive Director INSB JPA, explained that he and Executive Director Mailloux are working to determine the correct invoice amounts for each city prior to creating the invoices.

8. **ADJOURNMENT**

The meeting was adjourned at 11:15 AM.