

**MINUTES OF A REGULAR MEETING  
OF THE INTEROPERABILITY NETWORK  
OF THE SOUTH BAY 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, May 8, 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 Jerry Edwards, City of Torrance  
Member Andy Harrod, City of Manhattan Beach  
Member Erick Lee, City of Gardena  
Member Milton McKinnon, City of Hermosa Beach

Absent: Member Debra Kochheim, City of Redondo Beach

Also Present: Alternate Member Ryan Allee, City of El Segundo  
Alternate Member Dennis Faro, City of Torrance  
Alternate Member John Krok, City of Gardena  
Alternate Member Landon Phillips, City of Hermosa Beach  
Alternate Member Robert Mendoza, City of Manhattan Beach  
Victor Bowers, Compline

3. **POSTING OF THE AGENDA**

Executive Secretary Weeks confirmed that the agenda for this meeting was posted per Brown Act requirements.

4. **CONSENT CALENDAR**

4a. Approval of Minutes –April 10, 2018

Member Edwards corrected No. 5c, page 2, of the INSB Technical Committee minutes of April 10, 2018 to read, "...He confirmed for Member Lee

that the 6<sup>th</sup> site is scheduled to go live in September 2018. However, none of the sites will go live if the cost of the DC power is not approved.”

**MOTION:** Member McKinnon moved to approve the INSB Technical Committee minutes of April 10, 2018 as corrected. The motion was seconded by Member Armstrong and passed by unanimous voice vote, absent Member Kochheim.

## 5. **ACTION ITEMS**

### 5a. Election of INSB Technical Committee Chairman and Vice Chairman

**MOTION:** Member Armstrong moved to elect Member Lee to serve as Chairman of the INSB Technical Committee. The motion was seconded by Member McKinnon and passed by unanimous voice vote, absent Member Kochheim.

Member Edwards agreed to continue serving as the Vice-Chairman.

### 5b. Combiner Antennae

Member Edwards stated that no action on this item is needed at this time.

Victor Bowers, Commline, explained that the design drawings required by Commline for the Manhattan Beach water tower site have not yet been received.

### 5c. Rectifier/Battery Bid

Member Edwards provided copies of the rectifier/battery quotes from Commline, Sun Wireless and Newmar. He advised that all of the member cities have not yet paid their portion of the \$300,000 equipment funding (which includes the rectifier and battery); that the lead time for this equipment is approximately 12 weeks which, combined with Motorola’s coverage testing and the INSB Operations Committee’s review of the system, could extend the fire go-live date to November/December; and that, in the interest of moving forward in a timely manner, he suggested a recommendation to the INSB Governance Board at their next meeting that a purchase order for the rectifier and battery be issued once the equipment funding from all of the member cities has been received.

Member McKinnon discussed the timing of the project. He emphasized the importance of thoroughly testing the system without prolonging acceptance.

Member Edwards advised that Motorola does not support going live until the 6<sup>th</sup> site is up and running; that acceptance testing needs to be performed and approval from the INSB Operations Committee obtained prior to going live; and that, for billing purposes, Motorola would like the project to be completed by the end of this year.

Victor Bowers, Commline, explained possible difficulties with going live during the Holidays, as well as possible officer/firefighter safety issues with going live prior to ensuring the system is working properly.

Alternate Member Allee related his understanding that the INSB Operations Committee plans to ensure the system is operable in all areas prior to going live.

Member Edwards stated his intent to send Member Lee a list of the member cities that have not yet paid their portion of the equipment funding.

The Committee agreed to approve Sun Wireless' Quote Number 1803-2714 dated May 1, 2018 in the amount of \$207,684.08, with the caveat that the equipment will be purchased once the Finance Committee confirms that the equipment funding has been received from all of the member cities.

**MOTION:** Member Edwards moved to approve Sun Wireless as the vendor for the rectifier and battery and Sun Wireless' Quote Number 1803-2714 dated May 1, 2018 in the amount of \$207,684.08 and recommend the INSB Governance Board's approval of this expenditure, with the caveat that this equipment will be purchased once the Finance Committee confirms that the equipment funding has been received from all of the member cities. The motion was seconded by Member Harrod and passed by unanimous voice vote, absent Member Kochheim.

5d. Motorola Bid Re El Segundo Site

Member Edwards advised that the work described in Motorola's bid dated April 27, 2018 in the amount of \$94,297.02 (distributed at the meeting) is for equipment and services needed to develop the 6<sup>th</sup> site at the El Segundo water tower location. He explained that this item will be considered at the next INSB Governance Board meeting; that Commline will oversee this work on behalf of the Authority; and that the \$41,644.00 "Contract Credit" shown on the quote is part of a contingency fund made up of the money remaining from the UASI 16 Grant, it is not a credit or discount.

Victor Bowers, Compline, clarified that the \$41,644.00 portion of Motorola's quote is for services and the balance of \$54,897.25 is for equipment not covered under the UASI 16 Grant.

The Committee discussed the importance of properly wording the bid to ensure reimbursement for the portion covered by the UASI 16 Grant.

Member Edwards stated his intent to ask Executive Director Gallo to discuss the "Contract Credit" wording with the INSB Governance Board.

Alternate Member Allee related his understanding that the City of El Segundo has no concerns with the El Segundo water tower site moving forward.

**MOTION:** Member McKinnon moved to recommend that the INSB Governance Board approve the Motorola bid dated April 27, 2018 in the amount of \$94,297.02 for the 6<sup>th</sup> site at the El Segundo water tower location, with the caveat that this equipment will be purchased once the INSB Finance Committee confirms that the equipment funding has been received from all of the member cities. The motion was seconded by Member Edwards and passed by unanimous voice vote, absent Member Kochheim.

## 6. **REPORTS**

### 6a. Discuss Communication from Motorola Re: Sixth Site

Member Lee noted that Motorola does not support going live until the 6<sup>th</sup> site is up and running.

Victor Bowers, Compline, explained possible officer/firefighter safety issues with going live prior to thoroughly testing the system.

Member Lee recommended that this be communicated to the INSB Governance Board.

## 7. **ORAL COMMUNICATIONS**

7a. Member Edwards mentioned the need to discuss equipment maintenance and warranties at a future meeting.

7b. Alternate Member Krok related his receipt of a request from Los Angeles Air Force Base to become an INSB subscriber. He noted the need to discuss issues such as revenue, impact, etc., related thereto.

Member Edwards advised that Executive Director Gallo has been in discussions with the Southern California Industrial Mutual Aid Organization (SCIMO) and Ray Edey concerning possible procedures for taking on subscribers.

Member Lee recommended that the idea of taking on subscribers be evaluated at a future meeting.

Member Edwards discussed the importance of making sure the system works before taking on subscribers.

Victor Bowers, Commline, explained that the use of the INSB system will be high initially when users are figuring out how it works. He noted that the likelihood of obtaining grant funding improves when agencies are working together to provide mutual aid.

8. **ADJOURNMENT**

The meeting was adjourned at 11:05 AM.