

July 10, 2018

**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, July 10, 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
Vice Chairman Jerry Edwards, City of Torrance
Member Debra Kochheim, City of Redondo Beach
Chairman Erick Lee, City of Gardena
Member Milton McKinnon, City of Hermosa Beach

Absent: City of El Segundo
City of Manhattan Beach

Also Present: Wireless Technician Joel Dalguntas, City of Torrance
Alternate Member Dennis Faro, City of Torrance
Executive Director Ernest Gallo, INSB Governance Board
Alternate Member John Krok, City of Gardena
Officer Matt Slawson, Torrance Police Department
Jeff Fukasawa, Commline
Victor Bowers, Commline

3. **POSTING OF THE AGENDA**

Chairman Lee confirmed that the agenda for this meeting was posted per Brown Act requirements.

4. **PUBLIC COMMENT**

None.

5. **ACTION ITEMS**

5a. Approval of Minutes – June 12, 2018

The INSB Technical Committee minutes of June 12, 2018 were amended as follows:

Page 2 of 3, 5b, “Jeff Fukasawa, Commline, confirmed that point-to-point connectivity between the El Segundo water tower and Pacific Corporate Towers was handled by the Authority.”

Page 3 of 3, 7c, “Jeff Fukasawa, Commline, and Alternate Member Krok, assured Executive Director Gallo that Glendale and the ICI System Technical Committee are being kept up to date on the status of the go-live timeline for the Interoperability Network of the South Bay (INSB).”

MOTION: Vice Chairman Edwards moved for the approval of the INSB Technical Committee minutes of June 12, 2018 as amended. The motion was seconded by Member Kochheim and passed by unanimous voice vote, absent the City of El Segundo and Manhattan Beach.

5b. System IDs, Talk Groups and Subscriber Units

The Committee discussed system IDs, talk groups and subscriber units, noting that there will be 20 IDs for mutual aid talk groups and that the Technical Committee needs to close the loop with the INSB Operations Committee about their requests for IDs and console programming. Vice Chairman Edwards will handle and he will distribute a matrix with this information to the group. The next INSB Operations Committee meeting is scheduled on August 1, 2018.

5c. Control Channels

The ICI System has submitted a request with regard to roaming. The channels need to be identified - four will be used by Motorola to test the INSB and four will be given to the INSB for programming. Jeff Fukasawa, Commline, advised that the channels to be tested do not need to be the same as those for the ICI System programming. Vice Chairman Edwards related his intent to work with Scott Clayton and Motorola to obtain this information.

5d. Console Status at the 3 Dispatch Centers

The dispatch console for the Authority has been completed. The dispatch console for the City of Torrance is in progress and on track for Fire to go live. Jeff Fukasawa, Commline, stated his intent to provide Redondo Beach with a proposal for their dispatch console by the end of this week. He indicated that Commline's work will take approximately 90 days from the date of Redondo Beach City Council's action. Member Kochheim anticipated that Redondo Beach City Council will consider this item on August 7, 2018. The Committee discussed the concept that go live does not have to coincide with system acceptance.

5e. Generator Needs at El Segundo Site

Executive Director Gallo reported on the need for a generator at the El Segundo water tower site. Jeff Fukasawa, Commline, estimated the cost of a generator, including installation, to range from approximately \$50,000 to \$75,000. The Committee discussed the need to get this project shovel ready with a quote in hand. Vice Chairman Edwards and Jeff Fukasawa, Commline, will develop a statement of work and present it to the INSB Technical Committee in September 2018. It was noted that this project will not interfere with Motorola's go live requirements pertaining to the grant.

5f. Security at El Segundo Site

Executive Director Gallo reported that El Segundo is developing a statement of work for security at the El Segundo water tower site and they will obtain quotes. After the statement of work is developed, the stakeholders will determine who will pay for this.

5g. New Quote from Motorola Re: Additional Equipment and Installations at Water Tank Sites

The Committee discussed Motorola's new quote for additional equipment and installations at the water tank sites and agreed that Motorola should absorb the costs related to the Manhattan Beach site and that the costs related to the El Segundo site are legitimate costs to the INSB.

6. **REPORTS**

6a. Update on Motorola Site Installations

The Committee discussed the progress of the project, including that Torrance issued a purchase order to Sun Wireless earlier today and Motorola is currently installing antennae while waiting for the rectifiers.

6b. Update on Checklist for All Acceptance Testing Tasks

The Committee discussed information provided by Commline.

7. **ORAL COMMUNICATIONS**

7a. Officer Slawson, Torrance Police Department, requested information on how the INSB will handle an incident involving two agencies. He asked if they will be patched together or the incident will be moved to an INSB mutual aid frequency. The Committee agreed that this question should be referred to the INSB Operations Committee.

7b. Executive Director Gallo shared information he received from Mike Bravo regarding Motorola's discount program. Jeff Fukasawa, Commline, advised that Motorola will provide rebates for applicable prior purchases.

7c. Member Armstrong, City of Hawthorne, reminded the Committee about the need to purchase Aruba devices for the RAPS installations.

7d. Member Armstrong, City of Hawthorne, presented input on the radio issues for the Area G command truck. He pointed out that the radios need to be upgraded to operate on the INSB network. The Committee agreed that this issue should be referred to the INSB Operations Committee.

8. **ADJOURNMENT**

The meeting was adjourned at 11:45 AM.