

**MINUTES OF A SPECIAL JOINT MEETING  
OF THE EXECUTIVE COMMITTEE  
AND THE USER COMMITTEE**

1. **CALL TO ORDER**

The Executive Committee and the User Committee convened in a special joint session at 2:10 PM on Tuesday, November 14, 2017, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

**ROLL CALL**

Present: Acting City Manager Ed Medrano, City of Gardena  
Acting City Manager Arnie Shadbeh, City of Hawthorne  
Chief Eve Irvine, Manhattan Beach Police Department  
Chief Chris Donovan, El Segundo Fire Department  
Chief Robert Espinosa, Manhattan Beach Fire Department  
Captain Mike Ishii, Hawthorne Police Department  
Chief Sharon Papa, Hermosa Beach Police Department  
Chief Bill Whalen, El Segundo Police Department

Absent: None.

Also Present: Executive Director Ralph Mailloux  
Operations Manager Shannon Kauffman  
Administration Manager John Krok  
Finance Manager Valerie Mohler  
New Finance Manager Scott Arbuckle  
Management Analyst George Gabriel, City of Manhattan Beach  
Mr. Carl Jacobson, El Segundo Resident

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At this time, Executive Director Mailloux introduced newly-appointed Finance Manager Scott Arbuckle, who was welcomed by those present. Director Mailloux extended invitations to the open house in honor of retiring Finance Manager Valerie Mohler on November 30, 2017, 9:00 AM to 3:00 PM.

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2. **PUBLIC DISCUSSION**

None.

3. **ACTION ITEMS**

3a. **Approval of Minutes-Regular Meeting October 17, 2017**

**MOTION:** Acting City Manager Medrano moved to approve the minutes of October 17, 2017 as written. The motion was seconded by Acting City Manager Shadbeh and passed by unanimous voice vote.

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**3b. Budget Performance Report-October 31, 2017**

Finance Manager Mohler presented the Budget Performance Report as of October 31, 2017 per written material of record, with staff's recommendation to receive and file as written.

**MOTION:** Acting City Manager Medrano moved to receive and file the Budget Performance Report as of October 31, 2017. The motion was seconded by Acting City Manager Shadbehr and passed by unanimous voice vote.

**3c. Approval of Authority Agreement with Motorola for Purchase of Mobile and Portable Radios for the INSB**

Executive Director Mailloux advised that, once the member cities' approved Communication Equipment Purchase and Reimbursement Agreements have been received by the Authority, Authority staff will proceed with the purchase of the mobile and portable radios on behalf of the member and contract cities for the Interoperability Network of the South Bay (INSB) through Motorola. He explained that the \$100,000 discount offered by Motorola will be allocated to the cities according to the amount they committed to the radio purchase.

Acting City Manager Medrano related his support for authorizing the Executive Director to enter into an agreement with Motorola for the purchase of Mobile and Portable radios for the INSB.

**MOTION:** Acting City Manager Shadbehr moved to approve the Executive Director entering into an agreement with Motorola after receiving signed copies of the Communication Equipment Purchase and Reimbursement Agreement from each member city, thereby committing to reimburse the Authority in order to meet Motorola's purchase deadline of December 12, 2017. The motion was seconded by Acting City Manager Shadbehr and passed by unanimous voice vote.

**4. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Mailloux reported on the status of the Urban Area Security Initiative 16 (UASI) Grant; the letters of concurrence for the INSB project needed from Gardena, Hawthorne, Manhattan Beach and El Segundo; and the recent meeting between the fire chiefs and Mark 43.

Chief Espinosa stated his opinion that the recent meeting between the fire chiefs and Mark 43 was redundant. He related concerns over Mark 43's efforts as of this time, including that their timelines appear to be aggressive and that the Authority and its cities could be developing the fire computer aided dispatch (CAD) system for Mark 43.

Captain Ishii provided updated information on Mark 43's efforts. He explained that the Mark 43 CAD system was discounted approximately 50% since Mark 43 will be using it elsewhere; shared input on other agencies with which Mark 43 is working; indicated that an effort will be made to ensure that Mark 43 achieves their timelines; and asked to be notified of any future meetings between the fire chiefs and Mark 43.

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5. **NEW BUSINESS**

None.

6. **CLOSED SESSION**

Per Government Code Section 54957.6, the 2:45 the Executive Committee entered into a closed session to discuss the Executive Director recruitment, the Communications Workers of America, and the Teamsters Local 9-1-1. At 2:49 PM, the meeting returned to open session with no action taken in closed session.

7. **ADJOURNMENT**

At 2:50 PM, the meeting was adjourned.