

**SPECIAL JOINT MEETING OF THE
INTEROPERABILITY NETWORK OF THE SOUTH BAY
JOINT POWERS AUTHORITY TECHNICAL AND OPERATIONS
COMMITTEES
TUESDAY, JANUARY 8, 2019, 10:00 AM
HAWTHORNE POLICE DEPARTMENT
COMMUNITY ROOM
12501 HAWTHORNE BLVD, HAWTHORNE, CA 90250**

1. CALL TO ORDER

2. ROLL CALL

3. POSTING OF THE AGENDA

4. APPROVAL OF MINUTES

4a. Approval of Technical Committee Minutes – December 11, 2018

4b. Approval of Operations Committee Minutes – December 4, 2018

5. REPORTS

5a. Status Update on Installation at 6 Sites

5b. Manhattan Beach Water Tower

5c. Status Update on Second Link to Glendale

5d. Update Provisioning Manager Talk Group Names

6. ACTION ITEMS

6a. Status check for subscriber units for both mobiles and portables

6b. Status check for access points for programming

6c. Status check on consoles for the three dispatch centers

6d. Status check on training

6e. Emergency buttons on portables

6f. Technical Committee Recommendation re: Technical Readiness to Go Live

6g. Operations Committee Recommendation re: Operational Readiness to Go Live

7. INFORMATION ONLY

8. ORAL COMMUNICATIONS

9. ADJOURNMENT

Next Regular Operations Meeting

City of Hawthorne - Police Department Community Room
12501 Hawthorne Blvd, Hawthorne, CA 90250
February 5, 2019 at 9:30AM (subject to change)

Next Regular Technical Committee Meeting

South Bay Regional Public Communications Authority, Second Floor Conference Room,
4440 West Broadway, Hawthorne, CA 90250
February 12, 2019, at 10:00AM (subject to change)

**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 10:04AM on Tuesday, December 11, 2018, in the second-floor conference room of the South Bay Regional Public Communications Authority, 4440 West Broadway, Hawthorne, CA.

2. ROLL CALL

Present: Vice Chair Jerry Edwards, City of Torrance
Member Debra Kochheim, City of Redondo Beach
Member Shawn Bonfield, City of El Segundo
Alternate Member John Krok, City of Gardena
Alternate Member Captain Milton McKinnon, City of Hermosa Beach

Absent: City of Manhattan Beach
City of Hawthorne
Chairman Erick B. Lee, City of Gardena

Also Present: Alternate Member Dennis Faro, City of Torrance
Executive Director Ernest Gallo, INSB Governance Board
Mr. Victor Bowers, Commline
Mr. Jeff Fukasawa, Commline

3. POSTING OF THE AGENDA

Executive Assistant Choi confirmed that the agenda for this meeting was posted per Brown Act requirements.

4. CONSENT CALENDAR

4a. Approval of Minutes – November 13, 2018

MOTION: Member McKinnon moved to approve the INSB Technical Committee minutes of November 13, 2018, as written. The motion was seconded by Alternate Member Krok and passed by unanimous voice vote, absent the City of Manhattan Beach and Hawthorne.

5. REPORTS

5a. Status Update on Installation at 6 Sites

Vice Chairman Edwards provided updated information on the status of the INSB project, including the lifts for the antennas which are scheduled to be up in Manhattan Beach by end of next week. He reported that all sites are one week away from completion. There may be a delay with the El Segundo water tower in respects to the determination and position of the microwave. El Segundo Dish has all the equipment and received the requirements yesterday to be installed by the end of next week. INSB as a whole will be on 48-volts. Vice Chairman Edwards reported AC legacy is not on the 48 volts. All the remote sites have 48-volt system and inquired after the other sites. Legacy and networking are already on the 48-volts just like City of Torrance. Mr. Jeff Fukasawa, Commline, reported the target date of December 21 for the clean-up and clarified the wireless is on its own system standalone 48 battery hitting all the sites. All links are on their own 48 volts. There are 12 sites that are connected through the DSL lease line. Hermosa Beach's Pier is connected via DSL.

5b. Status Update on Back up Link to ICI System

Executive Director Gallo reported progress as the holiday schedule is approaching. Permission from Burbank is needed as letters and emails were sent to Burbank. Chairman Lee has reached out to one of the two

contacts at Burbank to sign the letter. Vice Chairman Edwards indicated the goal is to have circuit up by February 2019. Executive Director Gallo reported the lengthy process of getting into Wilshire. There is concern about Torrance being the main entry point as it is the opposite end of campus. Assuming that the timeline is long, fiber will be going into the building and the installation costs need to be outlined. Vice Chairman Edwards will continue in providing updates.

6. ACTION ITEMS

6a. Upcoming Rehabilitation of Manhattan Beach Water Tower

Alternate Member Krok provided an update on working with Commline and Deera Design on mitigation plans for the temporary installation of antennas on the scaffolding for the Manhattan Beach Water Tower. Deera Design will provide options to temporarily affix to the scaffolding with a second design to relocate the antennas and equipment upon completion of project. Determining costs and coordination with the City of Manhattan Beach and Harper & Associates will take place in hopes of not losing the site which may result in loss of indoor coverage and building penetration. In addition, using the 5-site model, tests will be performed to determine actual inbuilding coverage loss and building penetration. If not significant loss, the plan may proceed with only 5-site until rehabilitation project is completed.

7. INFORMATION ONLY

Executive Director Gallo provided updates from the ICI meeting. There was discussion on the rising costs as well as the different megabytes. It was suggested to start with 100 MBs then reassess to see if circuit should be upgraded to 200 MBs. Mr. Jeff Fukasawa, Commline, indicated that it was on the legacy system, per channel and Santa Monica will reroute. There was discussion on the cost of DSR in Torrance.

Alternate Member Captain McKinnon suggested moving the monthly meeting scheduled for January 8, 2019 to be a special joint meeting in Hawthorne. Vice Chairman Edwards indicated it would be the last meeting before going live. This meeting would allow Executive Director Gallo real time updates for the next Governance Board meeting.

8. ORAL COMMUNICATIONS

Currently, the City of Hermosa Beach is utilizing RAP's to update mobiles and portables. It was indicated that there were issues with updates. They had questions for Commline to force the updates. Mr. Victor Bowers from Commline responded that he has been monitoring the updates and noticed more catching up. He mentioned that the City of Hermosa Beach will need to purchase PEO Injectors to increase signal strength which will improve capacity and penetration. Member Kochheim and Vice Chairman Edwards discussed the status of purchasing RB consoles. They issued the Purchase Order and should be completed by the first of March. They will start dismantling and upgrading in February. Should the paperwork be completed, the live date will take place in February. Mr. Jeff Fukasawa, Commline, reported that Motorola is attempting Acceptance Testing Plan (ATP) next week. It was decided that Alternate Member Krok, Vice Chairman Edwards, Member Kochheim, and Alternate Member Faro will assist Motorola and review the ATP before proceeding. This ATP is a non-payment milestone and expecting a few punch item lists. The ATP will show the ability to pass audio and simple checks with audio and repeaters. Vice Chairman Edwards will share the information with Commline and Alternate Member Krok. The completion of the ATP will not affect the start date of the warranties. Last item of discussion was motion to cancel the regular meeting of the INSB Technical Committee and to schedule a special joint meeting of the INSB Technical and Operations Committees.

MOTION: Member Kochheim moved the motion to approve the special joint meeting. The motion was seconded by Alternate Member Krok and passed by unanimous voice vote, absent the City of Manhattan Beach and Hawthorne.

9. ADJOURNMENT

The meeting was adjourned at 11:19AM.