

**SPECIAL JOINT MEETING OF THE  
INTEROPERABILITY NETWORK OF THE SOUTH BAY  
JOINT POWERS AUTHORITY TECHNICAL AND OPERATIONS  
COMMITTEES  
TUESDAY, JULY 9, 2019, 10:00 AM  
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY  
SECOND FLOOR CONFERENCE ROOM  
4440 WEST BROADWAY, HAWTHORNE, CA 90250**

**1. CALL TO ORDER**

**2. ROLL CALL - TECHNICAL COMMITTEE**

- El Segundo
- Gardena
- Hawthorne
- Hermosa Beach
- Manhattan Beach
- Redondo Beach
- Torrance

**3. ROLL CALL - OPERATIONS COMMITTEE**

- El Segundo
- Gardena
- Hawthorne
- Hermosa Beach
- Manhattan Beach
- Redondo Beach
- Torrance

**4. POSTING OF THE AGENDA**

**5. PUBLIC COMMENT**

Members of the public will be given the opportunity to directly address the Technical Committee and Operations Committee. Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the Technical Committee and Operations Committee, including items on the agenda. While all comments are welcome, the Brown Act does not allow Technical Committee and Operations Committee to take action on any item not on the agenda. Comments will be limited to three (3) minutes per speaker.

**6. APPROVAL OF MINUTES**

6a. Approval of Technical Committee Minutes – June 11, 2019

6b. Approval of Operations Committee Minutes – June 4, 2019

## **7. GENERAL BUSINESS**

- 7a. Governance Board Update
- 7b. Update on Delay Spread Issue & Configuration of Water Tower Sites
- 7c. Report on Testing of System
- 7d. Testing Plan re: Manhattan Beach Water Tower
- 7e. Testing Plan re: Motorola Drive Test
- 7f. Agency by Agency Update on Readiness to Go Live
- 7g. Criteria for Go Live
- 7h. Affiliate Requests from Chevron Fire Department & SCIMO

## **8. COMMENTS FROM TECHNICAL COMMITTEE MEMBERS**

## **9. COMMENTS FROM OPERATIONS COMMITTEE MEMBERS**

## **10. COMMENTS FROM STAFF**

## **11. ADJOURNMENT**

### Next Regular Technical Committee Meeting

South Bay Regional Public Communications Authority, Second Floor Conference Room,  
4440 West Broadway, Hawthorne, CA 90250  
August 13, 2019, at 10:00AM (subject to change)

### Next Regular Operations Meeting

City of Hawthorne - Police Department Community Room  
12501 Hawthorne Blvd, Hawthorne, CA 90250  
August 6, 2019 at 9:30AM (subject to change)

**1. CALL TO ORDER**

The Interoperability Network of the South Bay (INSB) Technical Committee convened in a regular meeting at 10:05 on Tuesday, June 11, 2019, in the second floor conference room at the South Bay Regional Public Communications Authority, 4440 West Broadway, Hawthorne, CA.

**2. ROLL CALL**

Present: El Segundo  
Gardena  
Hawthorne  
Hermosa Beach  
Manhattan Beach  
Redondo Beach  
Torrance

**3. POSTING OF THE AGENDA**

Executive Director Lee confirmed that the agenda was posted on the first floor of the Authority's headquarters building and distributed via email to all parties who have requested to receive the agenda.

**4. PUBLIC COMMENT**

None.

**5. CONSENT CALENDAR**

a. Approval of Minutes – May 14, 2019

Member McKinnon requested that section 7 be amended to read: "Member McKinnon suggested the Fire Chief from Redondo Beach to attend the upcoming governance meeting."

**MOTION:** Vice Chair Edwards moved to approve the INSB Technical minutes of May 13, 2019 as amended. The motion was seconded by Member Kochheim and passed by unanimous voice vote.

**6. GENERAL BUSINESS**

a. Status Update on Backup Link to ICI System

Executive Director Gallo reported that the backup link is functional and operating as expected.

b. Recent ICI System Master Site & System Wide Upgrade

Vice Chair Edwards reported that the system upgrade to 7.18 will continue throughout June. Motorola software at the six (6) RF sites will also be upgraded this month. Torrance's dispatch consoles will also be upgraded by the end of June.

c. Project Testing, Delay Spread Issue & Manhattan Beach Water Tower

The committee discussed the delay spread issue and problems associated with the installation at the Manhattan Beach Water Tower, including control channel changes and impacts of these problems throughout the INSB region. Vice Chair Edwards reported that Motorola began testing the Manhattan Beach Water Tower site on June 10, 2019 and found no equipment failures. Cable issues atop the tower may be the problem. Delays associated with securing permission to operate a lift at the location to triage this problem are to be expected.

Once the technical problems have been resolved, members of the committee agreed that major, intentional, multi-jurisdictional testing and drills are needed to ensure the system is ready for go-live. Members discussed the need to coordinate such testing among themselves and with the project's technical consultants.

Executive Director Lee discussed the proposal received by Comcline from Derra Design in the amount of \$23,000 for architectural services needed to complete the final, permanent installation on the Manhattan Beach Water Tower as part of the rehab project. Member McKinnon recommended that these costs be presented to the Governance Board in the context of all known potential costs associated with the rehab project, any temporary installations on scaffolding, and the permanent installations.

**MOTION:** Executive Director Lee made a motion to submit this proposal to the Governance Board for approval. The motion was seconded by Member McKinnon and passed by unanimous voice vote.

Alternate Member Krok reminded all present that Motorola is contracted to the INSB network for specific levels of outdoor radio coverage. In-building coverage is not in the scope of this project. He encouraged all members to engage their radio service providers to address issues related to in-building coverage (BDAs, etc.)

d. Agency by Agency Update on Readiness to Go Live

Each agency reported on its readiness to transition to the INSB network, as summarized in the attached "AGENCY READINESS CHECKLIST."

Executive Director Lee recapped that the middle of June should be the target date for being ready to go-live. The actual go-live date would appear to be sometime in July for Fire.

e. Criteria for Go Live

The committee agreed to discuss this item at the special joint meeting on July 9, 2019.

f. Reporting Problems and Tracking/Notifying End Users of Maintenance

Vice Chair Edwards recommended that this item be agendaized for a future meeting, to be determined. In the meantime, problems on the system should be reported to him and Victor Bowers from Comcline.

g. Request from the Operations Committee for a Joint Meeting on July 9, 2019

**MOTION:** Vice Chair Edwards moved to approve this request, with the meeting to be held at the Hawthorne Police Department Community Room. The motion was seconded by Member Harrod and passed by unanimous voice vote.

## 7. COMMENTS FROM TECHNICAL COMMITTEE MEMBERS AND STAFF

Executive Director Gallo reported that the following items will be on the June 18, 2019 agenda for the Governance Board:

1. Requests for Affiliate Membership from SCIMO and Chevron Fire Department.
2. Intention to begin paying ICI System membership dues as of July 1, 2019.

## 8. ADJOURNMENT

The meeting adjourned at 11:37AM.