

**1. CALL TO ORDER**

The Interoperability Network of the South Bay (INSB) Technical Committee convened in a regular meeting at 10:02AM on Tuesday, May 14, 2019, in the second floor conference room at the South Bay Regional Public Communications Authority, 4440 West Broadway, Hawthorne, CA.

**2. ROLL CALL**

Present: Chair Erick B. Lee, City of Gardena  
Vice Chair Jerry Edwards, City of Torrance  
Member Shawn Bonfield, City of El Segundo  
Member Andy Harrod, City of Manhattan Beach  
Member Debra Kochheim, City of Redondo Beach  
Member Milton McKinnon, City of Hermosa Beach  
Member Landon Phillips, City of Hermosa Beach  
Alternate Member Darnell Wallace, City of Hawthorne

Also Present: Executive Director Ernest Gallo, INSB Governance Board  
Alternate Member Dennis Faro, City of Torrance  
Alternate Member John Krok, City of Gardena  
Assistant Chief Carl Besanceney, City of Torrance  
Chevron Fire Chief Leroy Diekmann  
Chevron Michael Bathauer  
Jeff Fukasawa, Compline  
Victor Bowers, Compline  
Communications Supervisor Sandy Farley  
Executive Assistant Clara Choi  
Information Technical Manager Leilani Emnace, City of Manhattan Beach  
Information Systems Specialist Robert Mendoza, City of Manhattan Beach  
Officer Matt Slawson, City of Torrance (arrived 10:07AM)

**3. POSTING OF THE AGENDA**

Executive Assistant Choi confirmed posting of the agenda per the Brown Act requirements.

**4. PUBLIC COMMENT**

None.

**5. CONSENT CALENDAR**

a. Approval of Minutes – April 9, 2019

**MOTION:** Vice Chair Edwards moved to approve the INSB Technical minutes of April 9, 2019 as written. The motion was seconded by Member Bonfield and passed by unanimous voice vote.

**6. GENERAL BUSINESS**

a. Update on Acceptance Testing & Manhattan Beach Water Tower

Vice Chair Edwards reported that drive testing is scheduled to be completed by May 17, 2019. A map comparing between the five and six sites as well as an indoor comparison maps to include key areas of known dead spots will be distributed when.

b. Status Update on Backup Link to ICI System

Executive Director Gallo reported the circuit should be installed on May 15, 2019.

c. Upcoming ICI System Master Site & System Wide Upgrade

Vice Chair Edwards provided an update from ICI Motorola. The impact on consoles are part of upgrade and should swap hardware with minimal impact to AVTEC. Vice Chair Edwards will follow up and provide update at the next meeting.

d. Agency by Agency Report 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.

Executive Director Gallo discussed providing a target date with variables outlined for the Board with timely updates. Each group will be more accountable.

e. Criteria for Go Live

The item was covered in the previous report.

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

The item will be moved to the next meeting.

**7. COMMENTS FROM TECHNICAL COMMITTEE MEMBERS AND STAFF**

Member McKinnon suggested the Fire Chief from ~~Hermosa Beach~~ Redondo Beach to attend the upcoming governance meeting.

Executive Director Gallo reviewed the updated timeline before presenting to the next meeting. Mr. Fukasawa introduced Chief Diekmann and Prevention Officer Mike Bathauer from Chevron. They represent SCIMO, Southern California Industrial Mutual-Aid Organization.

**8. ADJOURNMENT**

The meeting adjourned at 11:21AM.