

**REGULAR MEETING OF THE
INTEROPERABILITY NETWORK OF THE SOUTH BAY
JOINT POWERS AUTHORITY TECHNICAL COMMITTEE
TUESDAY, NOVEMBER 12, 2019, 10:00 AM
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY
SECOND FLOOR CONFERENCE ROOM
4440 W. BROADWAY, HAWTHORNE, CA**

1. CALL TO ORDER

2. ROLL CALL

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

3. POSTING OF THE AGENDA

4. PUBLIC COMMENT

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

5. CONSENT CALENDAR

- a. Approval of Minutes – October 8, 2019

6. GENERAL BUSINESS

- a. Discussion of System Technical Issues
 - Encryption Issues on Law Enforcement Talk Groups
 - Spectrum Fiber Link from Torrance Prime Site to Glendale Core
- b. Torrance Prime Site to Mt. Thom Microwave Link
- c. Manhattan Beach Water Tower Site & Mitigation Options
- d. Budget Projections of Recurring Costs in Future Years
- e. Hawthorne Public Works Request

7. COMMENTS FROM TECHNICAL COMMITTEE MEMBERS AND STAFF

8. ADJOURNMENT

**REGULAR MEETING OF THE
INTEROPERABILITY NETWORK OF THE SOUTH BAY
JOINT POWERS AUTHORITY TECHNICAL COMMITTEE**

OCTOBER 8, 2019

1. CALL TO ORDER

The Interoperability Network of the South Bay (INSB) Technical Committee convened in a regular meeting at 10:02AM on Tuesday, October 8, 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 Lee, City of Gardena
Vice Chair Jerry Edwards, City of Torrance
Alternate John Krok, City of Gardena
Alternate Member Ryan Allee, City of El Segundo
Member Andy Harrod, City of Manhattan Beach
Alternate Member Landon Phillips, City of Hermosa Beach
Member Debra Kochheim, City of Redondo Beach
Member Josh Armstrong, City of Hawthorne

Also Present: Ernest Gallo, City of Torrance
Dennis Faro, City of Torrance
Jeff Fukasawa, Commline

3. POSTING OF THE AGENDA

Chair Lee reported that the agenda was posted on the front window of the Authority's headquarters facility and on the Authority's website and was distributed via email to all committee members and interested parties.

4. PUBLIC COMMENT

Thomas Luce addressed the committee on the subject of encryption. He requested that the JPA's police departments do not encrypt their main frequencies in order to provide additional transparency to the public on law enforcement activities.

5. CONSENT CALENDAR

a. Approval of Minutes – September 10, 2019
Member Armstrong moved to approve the INSB Technical Minutes of September 10, 2019 as written. The motion was seconded by Member Kochheim and passed by unanimous voice vote.

6. GENERAL BUSINESS

a. Update from Fire Agencies and Parking & Animal Control ("PACS") Units Live on the System
All agencies that have transitioned thus far reported that the system is reliable and working well outdoors. Reception issues have been identified in municipal buildings, subterranean locations and hospitals.

The committee discussed the reception/BDA issues at Little Company of Mary and Torrance Memorial Hospitals. Per Executive Director Gallo, due to the fact that these BDA issues affect many/most of the INSB cities who transport patients to these hospitals, the JPA should develop a collective strategy to address them. This issue will be referred to the Operations Committee for review.

b. Discussion of System Technical Issues

- Pacific Corporate Towers and Fiber Back-up to El Segundo Water Tower

The committee discussed the recent power outage at the PCT site and the need to develop a back-up path via the ESWT site (fiber or microwave). A quote for this work will be reviewed at the next meeting of the Technical Committee. Additionally, Jerry Edwards will be added to the SolarWinds notifications system for the RCC's sites.

- Spectrum Link/Microwave Issue and Monitoring by Motorola

Torrance and Motorola identified a stability issue with the prime site link to Mt. Thom. The problem was corrected. Additionally, Motorola is working to get the INSB better notifications on fiber and microwave link outages.

- Microwave Repair at Prime Site

Motorola has restored this microwave link to 50 MBs which should provide better functionality/resiliency in the future.

- Reporting and Tracking of System Issues

Vice Chair Edwards advised that the Technical Committee needs to develop a formal system for tracking system issues. Armstrong suggested that Hawthorne PD's Help Desk ticket system be used for this purpose. This system will be piloted over the next month and a follow-up report will be discussed at the November meeting.

Lt. Phillips requested that Points of Contact be established for reporting system issues. The Technical Committee agreed that Torrance and Redondo would handle their own and the RCC will serve as the intake for its agencies.

c. Manhattan Beach Water Tower Site & Mitigation Options

Executive Director Gallo reported that the JPA is awaiting further instructions/information from the City of Manhattan Beach. At this point, the bid for the rehab project has still not been finalized or released.

The committee discussed the possibility of moving the Manhattan Beach Water Tower site to the Manhattan Beach Police Department/Fire Department building or developing an entirely new site at the Manhattan Beach Police Department/Fire Department building. Vice Chair Edwards advised that he has requested budgetary quotes from Motorola which should be available for review at the November's Technical Committee meeting.

Executive Director Gallo advised that FCC licensing and EHP work can be started now. He will contact the ICI System about the EHP work. A recommendation about incurring costs for the FCC licensing work will be determined after the quotes from Motorola are received.

d. Update on Police Department System Testing & Network Transition Plan

The Technical Committee reviewed the plan for continuing to transition the JPA's police departments to the network. The Technical Committee agreed that the transitions should occur as planned.

Lt. Phillips advised the Technical Committee that they need to remind their Police Department's of the transition schedule to ensure that agencies which have not transitioned yet have a working knowledge of their radios and can communicate with agencies that have completed their transitions.

e. Microwave Link Initiatives

Executive Director Gallo advised the Technical Committee that the JPA will need to coordinate its upgrade to MPLS compliancy in the future.

f. Budget Projections of Recurring Costs in Future Years

The Technical Committee reviewed the budget projection worksheet prepared by Executive Director Gallo. After discussing the need to develop refined budget projections in near and out years, the Technical Committee decided that an ad hoc committee would review this issue in detail and report back at the November or December meeting. The ad hoc consists of Gardena, Torrance, and Hawthorne. Comline will provide subject matter expertise. Chair Lee will coordinate the meeting(s) of the ad hoc.

g. Lessons Learned & Issues to Report to Governance Board

The Technical Committee agreed that the following information will be transmitted to the GB:

- All agencies that have transitioned thus far reported that the system is reliable and working well outdoors.
- Reception issues have been identified in municipal buildings, subterranean locations and hospitals and are to be expected.
 - i. Each jurisdiction will need to work through its own specific issues.
 - ii. Problematic locations that are shared by multiple agencies, such as hospitals, will be worked on collectively by the Operations Committee.
- All Police Departments need to remind their police officers of the transition schedule. Need to ensure that agencies that have not transitioned to the INSB system yet have a working knowledge of their radios and can communicate with agencies that have completed their transitions.

7. COMMENTS FROM TECHNICAL COMMITTEE MEMBERS AND STAFF

None.

8. ADJOURNMENT

The meeting adjourned at 11:29AM.

6. General Business, Item D

Interoperability Network of the South Bay
Recurring Costs per Fiscal Year

Category	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
ICI Systems JPA										
- ICI Membership ¹	\$0	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
- ICI Maintenance ²	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
- ICI SUA ²	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
SubTotal:	\$0	\$170,000	\$170,000	\$170,000	\$170,000	\$170,000	\$170,000	\$170,000	\$170,000	\$170,000
INSB JPA										
		11/1/2019 → 10/31/2022				10/31/2024				
- Prime Site ³	\$0	\$0	\$0	\$120,000	\$0	\$0	\$10,000	\$60,000	\$60,000	\$60,000
- Site Radios ⁴	\$0	\$0	\$0	\$0	\$0	\$0	\$28,000	\$166,000	\$166,000	\$166,000
- Microwave Links ⁵	\$0	\$0	\$0	\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
- Network ⁹	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
- Battery BackUp ⁸	\$0	\$0	\$0	\$0	\$0	\$33,000	\$33,000	\$34,000	\$0	\$0
- Power Generators ¹⁰	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
- JPA SUA ⁶	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SubTotal:	\$0	\$0	\$0	\$120,000	\$80,000	\$113,000	\$151,000	\$340,000	\$306,000	\$306,000
Shared Staffing										
- System Administrator ⁷	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
- Technician ⁷	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SubTotal:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals:	\$0	\$170,000	\$170,000	\$290,000	\$250,000	\$283,000	\$321,000	\$510,000	\$476,000	\$476,000

Notes:

1. The ICI Systems membership fee was revised. Presently, \$10,000 per INSB JPA member.
2. No system maintenance costs projected. SUA costs shown are to be assessed and accrued annually to pay for periodic SUA "catch-up" upgrades.
3. First 3 years of Prime Site maintenance was included in capital project. Covers trunk cell controller at Torrance City Hall. Starts at "go-live" date. Optional, two-year "catch up" expense shown in FY21/22 to coincide end date with 5-year RF site warranty.
4. First 5 years of Remote Site maintenance was included in capital project. Covers simulcast trunking repeaters at 6 sites. Starts at "go-live" date. FY23/24 prorated
5. Covers eight (8) microwave links interconnecting the six (6) INSB sites, Glendale Master Site and Baldwin Hills. About \$10k per link.
6. SUA assessment included in the ICI SUA costs. Cost is assessed and accrued but not expended annually.
7. Dedicated INSB staff expense deleted in favor of ICI staffing. Costs would be assessed via ICI membership rates.
8. Battery refresh every 7 years. Interval may change. Projected total cost of \$110k spread across 6, 7 and 8th years.
9. Annual expense replaced by Time & Materials coverage using INSB operating budget.