

A. **CALL TO ORDER**

The Executive and User Committees convened in a regular joint session at 2:00PM on October 15, 2019 on the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

B. **ROLL CALL**

Present: City Manager Bruce Moe, City of Manhattan Beach
Interim City Manager Arnie Shadbeh, City of Hawthorne
Acting City Manager Clint Osorio, City of Gardena

Deputy Chief Mike Saffell, Gardena Police Department
Chief Mike Ishii, Hawthorne Police Department
Chief Derrick Abell, Manhattan Beach Police Department
Chief Daryn Drum, Manhattan Beach Fire Department (arrived 2:05PM)

Also Present: Chief Bill Whalen, El Segundo Police Department
Acting Chief Milton McKinnon, Hermosa Beach Police Department
Captain Ryan Allee, El Segundo Fire Department
Pat Griffin, City of Manhattan Beach
Charles Mallory, City of El Segundo
Assistant Fire Chief Ken Powell, Culver City Fire Department
Detective Solve Loken, Culver City Police Department
Nathan Rukasin, Culver City Fire Department
Captain Jaime Bermudez, El Segundo Police Department
Robert Mendoza, City of Manhattan Beach
Josh Armstrong, Hawthorne Police Department
Matt Neal, Mark43
Kelsey Laurent, Mark43
Executive Director Erick Lee
Operations Manager Shannon Kauffman
Administrative Services Manager John Krok
Finance & Performance Audit Manager Vanessa Alfaro
Executive Assistant Clara Choi

C. **ELECTION OF EXECUTIVE COMMITTEE CHAIRPERSON AND VICE CHAIRPERSON FOR THE
REMAINDER OF FISCAL YEAR 2019-2020**

City Manager Shadbeh nominated City Manager Moe to serve as Chair. City Manager Moe nominated Interim City Manager Shadbeh to serve as Vice Chair. City Manager Moe moved to approve the nominations. The motion was seconded by Interim City Manager Shadbeh and passed by unanimous voice vote.

D. **PUBLIC DISCUSSION**

None.

E. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

MOTION: Acting City Manager Shadbeh moved to approve the Consent Calendar, Item Numbers 1 -2. The motion was seconded by Interim City Manager Osorio and passed by unanimous voice vote.

1. Minutes of the Regular Meeting – September 17, 2019
2. Check Register – September 2019

F. **ITEMS REMOVED FROM THE CONSENT CALENDAR**

None.

G. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Resolution of the Executive Committee Establishing a Schedule of Fees and Charges for Fiscal Year 2019-2020

Executive Director Lee provided report regarding the proposed fees with updated rates including composite fees for Technical Services.

Interim City Manager Shadbehrr moved to approve the Resolution Establishing a Schedule of Fees and Charges for Fiscal Year 2019-2020. The motion was seconded by Acting City Manager Osorio and passed by unanimous voice vote.

H. **EXECUTIVE AND USER COMMITTEE GENERAL BUSINESS**

1. Request from the Interoperability Network of the South Bay Joint Powers Authority to Consider Rescheduling the Monthly Regular Joint Meeting of the Executive Committee and User Committee; and

Resolution of the Executive Committee Establishing the Time and Place of Regular Public Meetings; and

Resolution of the User Committee Establishing the Time and Place of Regular Public Meetings

Executive Director Lee requested that this item be pulled from consideration. He reported from this morning's INSB Governance Board meeting that this item has been tabled for now and won't be revisited until early 2020.

2. Update on the Development of the Mark43 CAD System

Josh Armstrong reported an update on procedural changes in CLETS and provided the latest updates to the region's Fire Departments in the development of the Mark43 CAD system.

3. Upcoming Changes to the Management of Mobile Data Computers

Josh Armstrong reported on the future need to change the management of mobile data computers and CLETS mnemonics with the advent of the Mark43 CAD system. The committees discussed the issue, especially as it relates to their need to absorb work previously performed by Hawthorne PD. Armstrong proposed to put together a working group of the Authority's Information Technology Directors by January to more fully investigate this issue and its impacts. Chief Drum inquired after the Authority's scope of services for Technical Services work. The Executive Director advised that the scope of service document will be distributed by week's end. This item will be brought back to the January 2020 meeting.

4. Upcoming Changes to the Administration of CLETS Mnemonics

The item was discussed during Item 2.

5. Confirmation of Meeting Dates for the Remainder of 2019

The committees agreed to move forward with the November 2019 meeting and cancel the December 2019 meeting.

I. **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Lee provided updates on recruitment efforts and the INSB network project.

J. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**

None.

K. **ADJOURNMENT**

The meeting adjourned at 2:36PM.