REGULAR MEETING OF THE   **MARCH 10, 2020**
INTEROPERABILITY NETWORK OF THE SOUTH BAY
JOINT POWERS AUTHORITY TECHNICAL COMMITTEE

1. CALL TO ORDER

The Interoperability Network of the South Bay (INSB) Technical Committee convened in a regular meeting at 10:01AM on Tuesday, March 10, 2020, 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
                        Member Debra Kochheim, City of Redondo Beach
                        Member Josh Armstrong, City of Hawthorne
                        Alternate Member Landon Phillips, City of Hermosa Beach
                        Member Shawn Bonfield, City of El Segundo

Also Present: Battalion Chief Issac Yang, City of Redondo Beach
                        Alternate Member John Krok, City of Gardena
                        Executive Director Ernest Gallo, City of Torrance
                        Jeff Fukasawa, Commline
                        Mike Sweeney, City of Manhattan Beach
                        Lena Ramos, Communications Supervisor
                        Thomas Luce, Resident

3. ELECTION OF OFFICERS FOR 2020

The committee unanimously agreed to keep the current officers in place. Erick Lee will continue to serve as Chair. Jerry Edwards will continue to serve as Vice Chair.

4. 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.

5. PUBLIC COMMENT

Thomas Luce called for non-encrypted transmissions on the JPA's police departments primary dispatch channels. This would aid in professionalism, and help the community to notify family members in cases of emergencies.

6. CONSENT CALENDAR

a. Approval of Minutes – January 14, 2020

Motion: Vice Chair Edwards moved to approve the INSB Technical Committee's Minutes of January 14, 2020 as written. The motion was seconded by Member Armstrong and passed by unanimous voice vote.

7. GENERAL BUSINESS

a. Discussion of System Technical Issues
The committee discussed recent technical issues at length, as summarized below:

I.   Network Bouncing – Vice Chair Edwards

This caused the system to briefly lose encryption. The issue is being worked on by Commline and Sun Wireless.

II.   Fiber Connection from Torrance to Glendale – Vice Chair Edwards

The fiber connection was down for a few minutes. Other backup connections functioned as designed, and there were no outages associated with this loss of connectivity.

III.   Lightning Protection Unit ("LPU") Issue – Member Armstrong

Due to a failed LPU at the Gardena site, the Ring lost connectivity north of the Manhattan Beach Water Tower site. This issue caused a loss of service. Repairs were completed on March 9, 2020. The system is now functioning normally. Additionally, two more sites (Hawthorne and the Manhattan Beach Water Tower) have LPUs that need replacement. The timeline for replacing this equipment will be discussed as part of the May 2020 meeting.

IV.   Notifications of System Downtime – Member Bonfield

Planned and unanticipated outages need to be better communicated to key staff at all agencies. The committee determined that each city should provide the JPA with a list of key staff who should be notified of planned and unanticipated outages. These staff members will be responsible for disseminating information as appropriate throughout their respective agencies. Emails will be sent to all of the key staff. Additionally, each dispatch center will follow-up to confirm that the communications have been received.

V.   Migration to Access Channels – Battalion Chief Issac Yang

Chief Yang suggested that all cities should stay on the digital channels or move to access channels in a uniform manner. The committee agreed that this issue would be referred to the Operations Committee for review/recommendations.

b. APX Radios Sent in for Warranty Repair

Vice Chair Edwards reported that Torrance has sent thirty (30) radios back to Motorola for repair. Alternate Member Krok advised that the RCC cities have experience similar need for repairs with their radios.

c. Report from El Segundo on Power Outage/Surge and Strategy to Address BDA Issue

Member Bonfield will follow-up with Battalion Chief Lee and Fire Marshal Carver about this issue. It will be re-agendized for the April 2020 meeting.

d. Torrance Prime Site to Mt. Thom Microwave Link

Motorola has identified and corrected the issue. The link has been back in service without issues for over three (3) weeks.

e. Addition of Second Firewall at Torrance Prime Site

Member Armstrong reported that there is only one firewall at this site, which causes the potential for a single point of failure. In order to ensure redundancy and that routine maintenance can occur, he recommended that an additional firewall be installed. Estimated costs range from $7,000 to $10,000. The Technical Committee unanimously approved the need for this purchase.

f. Installation of a New Set of Firewalls Between the Ring and RCC

Member Armstrong reported the need to install new firewalls separating the RCC from the Ring and the Ring from the RCC. Estimated costs range from $7,000 to $10,000. The Technical Committee unanimously approved the need for this purchase.

g. Manhattan Beach Water Tower Site & Migration Options

h. Interoperability and ASR Temporary Solution

Items G and H were discussed together. Executive Director Gallo reported that the temporary loan of the SOW from LA-RICS was estimated to cost approximately $469,000 in equipment and services needed to place this resource into service. As a result of the large cost, this idea has been abandoned. He advised that scaffolding mount information has been provided to Manhattan Beach Public Works for their bid. Mr. Fukasawa, Commline, advised that the ASR temporary solution testing is anticipated to begin by March 20, 2020, weather permitting. Alternate Member Phillips requested additional information about how interoperability will occur if the temporary solution is placed into service. This information will be provided once the ASR solution is proved to be feasible.

i. Central Repository for Tracking of Field Level Complaints to Ensure Follow-Up and Close-Out

Alternate Member Krok and Communications Supervisor Ramos gave an overview of the functionality of the new Trouble Reporting Form available on the RCC's website. The committee approved the form to be used as the central repository. Summary data from form submissions will be reviewed by the committee at the April 2020 meeting.

j. Patching of INSB Red Channel

Alternate Member Phillips advised that the procedures have been drafted and approved by the Operations Committee.

k. Follow-up on Affiliate Requests

Alternate Member Phillips advised that the Operations Committee continues to work on this issue and recommended this item be continued to the next meeting.

l. Interoperable Communications with Inglewood PD

During the January 2020 meeting, Chief Ishii requested information on how interoperable communications will occur with Inglewood Police Department. Until Inglewood Police is operational on the LA-RICS system and that system is tied into the ICI System, dispatch centers will need continue to patching Inglewood Police Department onto a city's dispatch channel. The anticipated timeline for seamless interoperability is over one year.

m. Replacement of $6M in Grant Funded Infrastructure

Executive Director Gallo advised that the Finance Committee is working on this issue.

n. Future Lunch and Learn Opportunities

The committee determined that it has enough active projects to work on and is not ready for any outside vendor presentations at this time.

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

None.

9. **ADJOURNMENT**

The meeting adjourned at 11:43AM.