

**SPECIAL JOINT MEETING OF THE
INTEROPERABILITY NETWORK OF THE SOUTH BAY
JOINT POWERS AUTHORITY TECHNICAL AND OPERATIONS
COMMITTEES TUESDAY, AUGUST 11, 2020, 10:00 AM
CONDUCTED VIA TELECONFERENCE**

LINK: <https://global.gotomeeting.com/join/436111493>

Audio Only: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 436-111-493

1. CALL TO ORDER

2. ROLL CALL - OPERATIONS COMMITTEE

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

3. ROLL CALL - TECHNICAL COMMITTEE

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

4. POSTING OF THE AGENDA

5. PUBLIC COMMENT

In the interest of maintaining appropriate social distancing, members of the Executive Committee and staff will participate in this meeting via teleconference. The Authority encourages the public to participate by using one of the following options for public comments:

- Email your public comment to cchoi@rcc911.org by 7:30 AM, the day of the meeting and have your comment available to Executive Committee and the public.
- Call (310) 973-1802 ext.100 and leave a message by 7:30 AM, the day of the meeting.

6. APPROVAL OF MINUTES

6a. Approval of Operations Committee Minutes – July 7, 2020

6b. Approval of Technical Committee Minutes – July 14, 2020

7. GENERAL BUSINESS FOR OPERATIONS COMMITTEE

7a. Manhattan Beach water tower site is down – How is the communication with the 5 sites and what are the new impacts?

7b. Site Trunking Communication Plans with Manhattan Beach site down – Any conventional channels affected?

7c. Dispatch audio quality – Updates? Training vs. Equipment

7d. INSB Affiliates

8. GENERAL BUSINESS FOR TECHNICAL COMMITTEE

8a. Installation of firewalls for INSB Wireless Ring

8b. Status of INSB Red channel programming for subscriber units/consoles

8c. INSB Subscriber/Console issues reporting system

8d. Manhattan Beach Subsite 2 replace/relocate

8e. Technical Issues

9. COMMENTS FROM OPERATIONS COMMITTEE MEMBERS

10. COMMENTS FROM TECHNICAL COMMITTEE MEMBERS

11. COMMENTS FROM STAFF

12. ADJOURNMENT

6a & 6b

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

Meeting Minutes: July 7, 2020

1. CALL MEETING TO ORDER

The Operations Committee of the Interoperability Network of the South Bay (INSB) Joint Powers Authority convened at 09:30 AM on Tuesday, July 7, 2020. Due to the COVID pandemic, the meeting was held virtually utilizing the Zoom teleconference platform.

2. ROLL CALL BY CHAIR

Present: Chief C. Donovan, El Segundo FD
BC. E. Siefke, El Segundo FD
Fire/Medic C. Crowson, El Segundo FD
Chief M. Ishii, Hawthorne PD
Chief K. Koffman, Redondo Beach PD
Chief D. Abell, Manhattan Beach PD
Assit. Chief C. Besanceney, Torrance FD
Captain. N. Facer, Torrance FD
Deputy Chief J. Megeff, Torrance PD
Captain U. Niko, Gardena PD
Lt. L. Phillips, Hermosa Beach PD
Sgt. J. Korte, Redondo Beach PD
Ofc. M. Slawson, Torrance PD
Lt. V. Osorio, Gardena PD
Lt. H. Perez, El Segundo PD

Also Present: Jerry Edwards, City of Torrance
Dennis Faro, City of Torrance
Shannon Kauffman, SBRPCA
Jeff Fukasawa, CommLine

3. REPORT OF THE POSTING OF THE AGENDA

4. ORAL COMMUNICATION

None

5. REPORTS

- Jerry Edwards from the Technical Committee updated the group on the Manhattan Beach water tower renovation project
- The INSB site at the water tower will be turned off on July 20th 2020 at 9am. May not be restored / turned back up until July 2021

- CommLine conducted testing several months prior with the Manhattan Beach site being turned off and determined the impact to coverage was minimal
- Tech group discussed the difficulty with matching “scanned audio” due to the fact the consoles differ among the 3 dispatch centers
- The Red Channel talkgroup is completed in the core system. Torrance dispatch has completed the Red channel programming on consoles and subscriber units. Redondo will begin programming soon. RCC cities are in various stages of completion.

6. CONSENT CALENDAR

Minutes from the June 2, 2020 Ops meeting were approved

7. ACTION ITEMS

- A. Red channel discussion was addressed under “Reports” above
- B. Officers have reported inconsistent radio audio levels when scanning. Audio from certain dispatch consoles at “agency A”, sound much louder than the consoles at “agency B.” Field personnel are constantly adjusting their volume knob throughout the shift while scanning trying to level the audio level. Tech Committee explained it will be difficult to match the audio due to the fact there are different types of consoles at the 3 dispatch centers (Motorola vs. AvTech). However the Tech Committee will explore options to try to match audio levels.
- C. El Segundo Fire discussed scanning issues / pros & cons while working fire incidents. Sometimes adds confusion if scanning on a radio versus having multiple different radios up on the different channels
- D. Discussed which agencies/dispatch centers fall back to legacy radio channels when the INSB system enters into Site Trunking, vs using Site Trunking folders/talkgroups to operate on during the outage. Torrance will use Site Trunking channels. RCC agencies will fall back to legacy channels.
- E. Discussed updated on BDAs and each cities plan to acquire BDAs
- F. Programming issues were addressed related to a 700/800Mhz zone in the fire UASI TICP

8. STAFF COMMENTS

Ernest Gallo asked the fire and pd representatives of the group to reach out to the affiliates that had been approved and inquire on the status of their subscriber unit programming.

9. ADJOURNMENT

The meeting was adjourned at approximately 10:30 AM.

1. CALL TO ORDER

The Interoperability Network of the South Bay (INSB) Technical Committee convened in a regular meeting at 10:03AM on Tuesday, July 14, 2020 by teleconference.

2. ROLL CALL

Present: Vice Chair Jerry Edwards, City of Torrance
Member Debra Kochheim, City of Redondo Beach
Member Josh Armstrong, City of Hawthorne
Member Landon Phillips, City of Hermosa Beach

Absent: City of El Segundo
City of Manhattan Beach

Also Present: Executive Director Ernest Gallo, City of Torrance
Alex Pinto, City of Gardena
Dennis Faro, City of Torrance
John Krok, South Bay Regional Public Communications Authority
Jeff Fukasawa, Commline
Victor Bowers, Commline
Chevron Fire
Thomas Luce, Resident

3. POSTING OF THE AGENDA

Executive Assistant Choi confirmed posting of the agenda on the front window of the Authority's headquarters facility, website, and was distributed via email.

4. PUBLIC COMMENT

Resident Thomas Luce voiced his support for non-encryption of the police departments in the South Bay. He believed the public would like to be informed in real time and would be in the best interest for civilians.

5. CONSENT CALENDAR

- a. Approval of Minutes – June 9, 2020

MOTION: Member Armstrong moved to approve the INSB Technical Committee's Minutes from June 9, 2020, as written. The motion was seconded by Member Phillips and passed by unanimous voice vote.

6. GENERAL BUSINESS

- a. Update on Manhattan Beach Water Tower – July 20, 2020

Vice-Chair Edwards reported the work will start next week and the purchase orders have been generated. Executive Director Gallo worked with all the principals to coordinate with Commline. Also, Scott Clayton at Motorola would remotely enter the site to neutralize the radio equipment. Hawthorne will need to reroute the microwave path from Manhattan Beach to Pacific Corporate Towers directly to South Bay Hospital. Notifications of the outages and informational email will be sent to all interested parties. The estimated refurbishment on the water tower could take anywhere between four to six months' or longer timeframe.

- b. Site Trunking/Legacy Channel during Manhattan Beach Water Tower

Operations Committee inquired after what legacy is coming off of water tower that would be affecting their current COMM plan. Mr. Fukasawa of Commline reported two channels are affected. One is the Manhattan Beach Public Works and they aren't using it. The second is Hermosa Beach access channel which is moving to South Bay Hospital. Mr. Fukasawa confirmed

redundancies especially on the primaries. Mr. Bowers of Commline mentioned they will verify preparations at South Bay Hospital before the transition takes place. Hermosa Beach confirmed it is a channel that is not used often.

c. Follow up on RCC/Redondo Dispatch Centers and Site Trunking

In the event of scheduled or unscheduled outages, Operations Committee is requesting site trunking channels be utilized instead of Legacy analog. RCC goes to access analog where Torrance goes to site trunking. Operations Committee would prefer to stay on site trunking instead of legacy. Mr. Fukasawa from Commline explained RCC would lose the functionality of console priorities. With access channel, they have console priority through Legacy equipment. Also, the infrastructure is not built out for it currently. Mr. Bowers from Commline also reported any city on the ICI system, when using site trunking and control stations, limited functionalities take place such as 1033 Marker tones and alert tones do not take the same priorities. Member Phillips will report back to the Operations Committee.

d. Firewalls for INSB Wireless Ring

Member Armstrong had requested three firewalls to project INSB local range. Member Armstrong reported one was delivered at prime site to back up existing firewall. The other two will be installed at the base of Hawthorne tower when Manhattan Beach Water Tower configuration changes are complete. There may be down time when inserting at prime site affecting Redondo Beach and RCC. Information and notifications to present the plan will take place at the appropriate time.

e. Finalize Red Channel programming for subscriber units/Consoles

Redondo Beach is not ready and will work with Commline. Mr. Bowers reported half was completed. RCC will work with Commline to plan for all the cities to finish updating.

f. Possible merge between INSB Operations and Technical Committees

Chair Edwards reported Operations Committee might meet quarterly, and recommends joint meeting with Technical Committee.

MOTION: Member Phillips move to add Operations and Technical Committees to jointly meet on the second Tuesday at 10:00AM on the months Operations holds a meeting. Mr. Krok seconded the motion and passed by unanimous voice vote.

g. Selection of new INSB Technical Chair

MOTION: Vice Chair Edwards moved to nominate Dennis Faro as INSB Technical Committee's Chair moving forward. Mr. Krok and Member Armstrong seconded the nomination and was passed by unanimous voice vote. Chair Faro will become primary Torrance representative and Vice Chair Edwards will be the alternate. City of Gardena will have Ray Beeman as primary and Alex Pinto as alternate. For the City of Hawthorne, Member Armstrong is primary and George Rosales is alternate. Member Beeman will email staff to formalize.

7. COMMENTS FROM TECHNICAL COMMITTEE MEMBERS AND STAFF

The Operations Committee was asked to check-in with any approved affiliates. Affiliates may reach out to the Technical Committee for assistance programming their radios, loading encryption keys, etc. Executive Director Gallo also reported that Finance Committee is very busy looking at cost allocation models to be presented at the August meeting. In addition, the committee will look into replacement plan, investment policies to include reimbursement procedures, and subscriber rates. Executive Director Gallo have received interest for agreements for access to sites and tenancy to cover legal liabilities and cost sharing.

Vice-Chair Edwards inquired after any complaints on usage. Member Phillips reported the system works well aside from the ongoing work and BDA boosters. All the subscriber units will need to be updated for volume fluctuation but is not an action item for the Committee.

Member Armstrong also reported the system working well for Hawthorne. Similar to Hermosa Beach, there is volume fluctuation issues around 1031 beeper and alert tones.

8. ADJOURNMENT

The meeting adjourned at 10:56AM.