

**SPECIAL JOINT MEETING OF THE
INTEROPERABILITY NETWORK OF THE SOUTH BAY
JOINT POWERS AUTHORITY TECHNICAL AND OPERATIONS COMMITTEES
TUESDAY, OCTOBER 13, 2020, 10:00 AM
CONDUCTED VIA TELECONFERENCE**

LINK: <https://global.gotomeeting.com/join/929906069>

Audio Only: [+1 \(786\) 535-3211](tel:+17865353211)

Access Code: 929-906-069

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 INSB Technical and Operations' Committees 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 the INSB Technical and Operations' Committees 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 Operations Committee Minutes – August 11, 2020
- 6c. Approval of Technical Committee Minutes – August 11, 2020

7. GENERAL BUSINESS OF OPERATIONS COMMITTEE

- a. Roster Changes
- b. Volume Fluctuation Issues
- c. Affiliate Requests to INSB

8. GENERAL BUSINESS OF TECHNICAL COMMITTEE

- a. Installation of Firewalls for INSB Wireless Ring
- b. Vendor Presentations
- c. ICI-S Technical Update
- d. Technical Issues

9. COMMENTS FROM OPERATIONS COMMITTEE MEMBERS

10. COMMENTS FROM TECHNICAL COMMITTEE MEMBERS

11. ADJOURNMENT

6a

**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: Assit. Chief C.Besanceney, Torrance FD
Captain. N. Facer, Torrance FD
BC. E. Siefke, El Segundo FD
Fire/Medic C. Crowson, El Segundo FD
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: Ernest Gallo, City of Torrance
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.

INSB JPA Operations Meeting
July 7, 2020

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.

6b/6c

**SPECIAL JOINT MEETING OF THE
INTEROPERABILITY NETWORK OF THE SOUTH BAY
JOINT POWERS AUTHORITY TECHNICAL AND OPERATIONS COMMITTEES**

AUGUST 11, 2020

1. CALL TO ORDER

The Interoperability Network of the South Bay (INSB) Operations and Technical Committees convened in a special meeting at 10:06 AM on Tuesday, August 11, 2020 by teleconference.

2. ROLL CALL - OPERATIONS COMMITTEE

Present: Captain Nick Facer, Torrance Fire Department
Lieutenant Hugo Perez, El Segundo Police Department
Captain Ryan Allee, El Segundo Fire Department
Lieutenant Vince Osorio, Gardena Police Department
Lieutenant Landon Phillips, Hermosa Beach Police Department
Sergeant J. Korte, Redondo Beach Police Department
Sergeant Matt Slawson, Torrance Police Department

Absent: City of Hawthorne
City of Manhattan Beach

3. ROLL CALL - TECHNICAL COMMITTEE

Present: Captain Ryan Allee, El Segundo Fire Department
CFO Ray Beeman, City of Gardena
Josh Armstrong, City of Hawthorne
Lieutenant Landon Phillips, City of Hermosa Beach
Debra Kochheim, City of Redondo Beach
Dennis Faro, City of Torrance

Absent: City of Manhattan Beach

Also Present: Jeff Fukasawa, Commline
Victor Bowers, Commline
Chevron Fire Department
Executive Director Ernest Gallo, City of Torrance
Jerry Edwards, City of Torrance
Shannon Kauffman, Operations Manager of SBRPCA
John Krok, Acting Executive Director of SBRPCA

4. 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 by email.

5. PUBLIC COMMENT

None.

6. APPROVAL OF MINUTES

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

Lt. Phillips reported the roster needed to be updated. The minutes will move to the next meeting for approval.

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

MOTION: Member Phillips moved to approve the INSB Technical Committee Minutes from July 14, 2020. The motion was seconded by Mr. Beeman and passed.

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?

The El Segundo Fire Department share common areas with Manhattan Beach Fire and can report no changes. The City of Hermosa Beach also indicated no significant difference. Lt. Phillips reported, as the water tower was going down, he presented information about submitting ticket on the online portal for issues. Mr. Krok did not receive any reports.

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

Captain Facer inquired if any conventional channels affected by the site being down. Mr. Krok confirmed no loss of access channels. At the time of the site going down, there was an short outage for Hermosa Beach with no reported issues. During a site trunking incident, El Segundo Fire is using South Bay Access for dispatching and fire calls.

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

Hermosa Beach Police Department reported that PSOs have been tasked to update on APX900. Lt. Phillips noticed less of volume fluctuations but still have issues due to different consoles and headsets. There has been improvements but still need finetuning. He asked Mr. Bowers to check if all subscriber units have been updated and identify which subscriber units have not been updated. Mr. Bowers mentioned a few vehicles and portables still require updates, but about 85% have been completed. Mr. Krok reported a plan and timeline to reprogram all subscribers' units with all agencies to address clean up. The schedule will be distributed and will require all participation. By September 25, 2020, if any subscriber units have not been updated, they will be turned off to force the update. Vice-Chair Edwards inquired after the radio IDs. Mr. Bowers confirmed that these radio IDs and aliases will be cleaned up during the update in accordance to the INSB Committees and Governance Board.

7d. INSB Affiliates

Captain Facer reviewed the affiliates: Air Force Base, Chevron, Torrance Refinery, McCormick, El Camino PD, and SCIMO. He inquired after their status of programming and updates. Captain Allee reported that Chevron Fire is updated and will follow up with Air Force Base. Captain Facer will follow up with Torrance Refinery to check if they are on track. Mr. Armstrong reported that El Camino will be ready to move forward as soon as the CalOES grant gets funded. McCormick have the talk groups set up. Sergeant Slawson reported the LASD, the Sheriff's Department, have the talk groups. LAPD still are using Access channels and are still in the process of updating their talk groups. Lt. Hugo Perez will follow up with Air Force base. Mr. Bowers asked Sergeant Slawson to follow up with CHP airships.

8. GENERAL BUSINESS FOR TECHNICAL COMMITTEE

8a. Installation of firewalls for INSB Wireless Ring

Mr. Armstrong is provided update on the installation. He reported communication of two down time windows between City of Redondo Beach, Commline, and RCC. Mr. Bowers of Commline will distribute notification to all the involved agencies and cities.

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

The committee received updates on the subscriber units and consoles for Red channel programming. Torrance has it on their consoles and updating the templates and radios. RCC has it on the consoles. When reprogramming takes place, Commline confirmed it will be on all the subscriber units. Mr. Bowers reported that Hermosa Beach has the Red channel change as well as most of Manhattan Beach Police. Redondo Beach received the quote from Commline and will coordinate with them.

8c. INSB Subscriber/Console issues reporting system

Mr. Krok reported there is no data. Outside of the reporting system, the issues with programming have been taken care of. Vice Chair Edwards indicated the need to track all issues in the reporting system. The agencies will need to make a habit to enter tickets into the reporting system. Vice Chair Edwards will ask the Governance Board for clarification. Mr. Krok suggested unscheduled and scheduled outages could be reported by RCC with details into the reporting system.

8d. Manhattan Beach Subsite 2 replace/relocate

The committee agreed to recommend not relocating the tower to the governance board and hear back for more direction.

8e. Technical Issues

No reported issues.

9. COMMENTS FROM OPERATIONS COMMITTEE MEMBERS

Captain Facer confirmed Lt. Phillips will be attending Governance Board meetings with updates from the Operations Committee.

10. COMMENTS FROM TECHNICAL COMMITTEE MEMBERS

Chair Faro indicated that Finance Committee is looking into different allocation models. He reiterated the IDs in the system need to be accurate. Executive Director Gallo mentioned that the Finance Committee approved the model for the allocation model for the Board. The three variables are the number of units, usage which is push to talk, and membership. The membership is prorated to 35%, usage is 50%, and the number of units are 15%. The weighted formula place the highest weight to push to talks. Mr. Krok reported update on Palos Verdes Estates. Should they join, they would stay on their own channel using INSB. Vice Chair Edwards mentioned the diagnostic X box is still pulling radios off the air. There was discussion last year to add more as it has helped with pulling PMs. Commline had a plan to place three for the INSB group.

11. COMMENTS FROM STAFF

Executive Director Gallo plan to submit a draft subscriber agreement to the Board for their input and direction. Also, the Board will see another draft of an agreement on Asset transfer from the City of Torrance to INSB. Once that is approved, the committee will start formalizing custodial arrangements from the UASI grant purchases with the Authority.

12. ADJOURNMENT

The meeting adjourned at 11:05AM.

7a

INSB Operations Committee Members



Chair: Captain Nick Facer, Torrance Fire
V/Chair: Lieutenant Landon Phillips, Hermosa Beach PD
Secretary: Officer Matt Slawson, Torrance PD
Meet: 2nd Tuesday of the Month
Time: 9:30 am
Location: Via Zoom Until Further Notice
 Alternate Sites – Hawthorne/Torrance

<u>City</u>	<u>Member</u>	<u>Alternate</u>
El Segundo	Ryan Allee Captain, El Segundo FD bslover@elsegundo.org	N/A
Gardena	Dave Brock Lieutenant, Gardena PD dbrock@gardenapd.org	N/A
Hawthorne	Chris Wiley Sergeant, Hawthorne PD cwiley@hawthorneca.org	N/A
Hermosa Beach	Landon Phillips Lieutenant, Hermosa Beach PD lphillips@hermosabeach.gov	James "JR" Smith Officer, Hermosa Beach PD jsmith@hermosabeach.gov
Manhattan Beach	James Falls FF / Paramedic jfalls@citymb.info	N/A
Redondo Beach	Justin Korte Sergeant, Redondo Beach PD justin.korte@redondo.org	N/A
Torrance	Nick Facer Captain, Torrance FD nfacer@torranceca.gov	Matt Slawson Officer, Torrance PD maslawson@torranceca.gov

Revised: September 23, 2020
 Include in Committee(s) Email List:

	Ernest Gallo	egallo@torranceca.gov
	Gloria Martinez	gmartinez@cityofhawthorne.org

7c



Los Angeles
World Airports

August 27, 2020

Mr. Ernest A. Gallo, RCCD
Executive Director
Interoperability Network of the South Bay
3031 Torrance Blvd.
Torrance, CA 90503

LAX
Van Nuys
City of Los Angeles

Eric Garcetti
Mayor

**Board of Airport
Commissioners**

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Beatrice C. Hsu
Nicholas P. Roxborough
Dr. Cynthia A. Telles
Karim Webb

Justin Erbacci
Chief Executive Officer

Re: Interoperability Network of the South Bay

Dear Mr. Gallo:

Los Angeles World Airport Police is interested in becoming part of the Interoperability Network of the South Bay to use existing INSB radio talk groups as needed during mutual aid events with INSB member. Airport Police has a total of 103 Motorola APX8000 handheld radios that we would like to add to the INSB network. These radios are assigned to our Motor Officers, K9 handlers, and our Emergency Services Unit who normally respond to outside agencies; requests for assistance, when necessary.

Should you have any questions, please contact Captain Masis Sossikian of my staff at 310-877-1442.

Best regards,

Cecil W. Rhambo, Jr
Chief of Police, Los Angeles Airport Police

CWR:jz

