



AGENDA

LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

BOARD OF DIRECTORS REGULAR MEETING

Thursday, August 4, 2011 • 9:00 a.m. – 10:30 a.m.

Grace E. Simons Lodge
1025 Elysian Park Drive, Los Angeles, CA 90012

Los Angeles Regional Interoperable Communications Systems Authority (the "Authority")

AGENDA POSTED: July 29, 2011

Complete agendas are made available for review at the designated meeting location during normal business hours and may also be accessible on the Authority's website at <http://www.la-rics.org>.

Members:

1. **William T Fujioka**, Chair, CEO, County of Los Angeles
2. **Charles L. Beck**, Vice Chair, Police Chief, City of Los Angeles
3. **Mark R. Alexander**, City Manager, representing California Contract Cities Association
4. **Leroy D. Baca**, Sheriff, County of Los Angeles
5. **Reginald Harrison**, Deputy City Manager, City of Long Beach
6. **LeRoy J. Jackson**, City Manager, City of Torrance, representing At Large Seat
7. **Dr. Mitchell H. Katz**, Director, DHS, County of Los Angeles
8. **Gerry Miller**, Chief Legislative Analyst, City of Los Angeles
9. **Daryl L. Osby**, Fire Chief, County of Los Angeles
10. **Millage Peaks**, Fire Chief, City of Los Angeles
11. **Donald Pedersen**, Police Chief, City of Culver City, representing At Large Seat
12. **Scott Pickwith**, Police Chief, representing the Los Angeles County Police Chiefs Association
13. **Kim Raney**, Police Chief, City of Covina, representing At Large Seat
14. **Harold Scoggins**, Fire Chief, representing the Los Angeles Area Fire Chiefs Association
15. **Miguel Santana**, CAO, City of Los Angeles
16. **Gregory L. Simay**, Assistant General Manager, City of Burbank Water & Power, representing At Large Seat
17. **Steven K. Zipperman**, Police Chief, Los Angeles School Police Department

Officers:

1. **Patrick Mallon**, Executive Director
2. **Wendy L. Watanabe**, County of Los Angeles Auditor-Controller
3. **Mark J. Saladino**, County of Los Angeles Treasurer and Tax Collector
4. **Patricia Saucedo**, Board Secretary



NOTE: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA

- I. **CALL TO ORDER**
- II. **ANNOUNCE QUORUM** – Roll Call
- III. **APPROVAL OF MINUTES** – from the July 7, 2011, Board of Directors Regular Meeting
- IV. **CONSENT CALENDAR** – (None)
- V. **REPORTS (1 – 3)**
 - 1. Committee Reports
 - a. Finance Committee – Greg Simay
 - b. Legislative Committee – No Report
 - c. Operations Committee – No Report
 - d. Technical Committee – No Report

Attachment: Item 1a

- 2. Director's Report – Pat Mallon
- 3. Grant Status – Susy Orellana-Curtiss
 - a. Broadband Technology and Opportunities Program (BTOP)
 - b. Urban Areas Security Initiative (UASI)
 - c. State Homeland Security Grant Program (SHSGP)
 - d. Public Safety Interoperable Communications Grant (PSIC)
 - e. Assistance to Firefighters Grant (AFG)

VI. DISCUSSION ITEMS (None)

VI. ADMINISTRATIVE MATTERS (4-6)

- 4. New Procurement Options – Pat Mallon / Jose Silva
 - a. ACTION ITEM: Review and Approval of Options for a New Procurement Process

Attachment: Item 4

- 5. Committee Quorum Requirement & Subcommittee Alternates – Jose Silva
 - a. ACTION ITEM: Recommended the Authority approve an amendment to the JPA Bylaws to provide for alternate advisory committee members

Attachment: Item 5



6. Agenda Guidelines and Procedures – Pat Mallon
 - a. ACTION ITEM: Recommend the Authority amend LA-RICS Joint Powers Authority Public Meeting Protocols

Attachment: Item 6

VII. MISCELLANEOUS – (None)

VIII. ITEMS FOR FUTURE DISCUSSION AND/OR ACTION BY THE BOARD

1. Site List
2. a. Project Funding and Guidance Feedback
 - To what extent a subscriber unit would control part of the financing packet
 - To what extent will that be viewed as the responsibility of the agencyb. Project Risk Controls
3. The Lifespan of Equipment and Associated Costs
 - Depreciation and Replacement of Equipment
 - Annual License Costs related to any proposals (e.g., software or other elements)
 - Annual Anticipated Maintenance Costs
 - Annual Management Operational Costs
4. Follow up on Senate Bill 1040 (Fact Sheet)

X. PUBLIC COMMENT

- XI. ADJOURNMENT and NEXT MEETING:** Thursday, September 1, 2011 at 9:00 a.m.
at the Grace E. Simons Lodge.



BOARD MEETING INFORMATION

Members of the public are invited to address the LA-RICS Authority Board on any item on the agenda prior to action by the Board on that specific item. Members of the public may also address the Board on any matter within the subject matter jurisdiction of the Board. The Board will entertain such comments during the Public Comment period. Public Comment will be limited to three (3) minutes per individual for each item addressed, unless there are more than ten (10) comment cards for each item, in which case the Public Comment will be limited to one (1) minute per individual. The aforementioned limitation may be waived by the Board's Chair.

(NOTE: Pursuant to Government Code Section 54954.3(b) the legislative body of a local agency may adopt reasonable regulations, including, but not limited to, regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker.)

Members of the public who wish to address the Board are urged to complete a Speaker Card and submit it to the Board Secretary prior to commencement of the public meeting. The cards are available in the meeting room. However, should a member of the public feel the need to address a matter while the meeting is in progress, a card may be submitted to the Board Secretary prior to final consideration of the matter.

It is requested that individuals who require the services of a translator contact the Board Secretary no later than the day preceding the meeting. Whenever possible, a translator will be provided. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. (323) 881-8291 or (323) 881-8295

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR LA OFICINA CON 72 HORAS POR ANTICIPADO.

The meeting is recorded, and the recording is kept for 30 days.



LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

2525 Corporate Place, Suite 200
Monterey Park, California
(323) 881-8291

PATRICK J. MALLON
EXECUTIVE DIRECTOR

August 4, 2011

Board of Directors
Los Angeles Regional Interoperable Communications System Authority (the "Authority")

Dear Directors:

SUBCOMMITTEE ON MEMBERSHIP PLAN

SUBJECT

Finance Committee to form a subcommittee to review membership policy.

BACKGROUND

On June 2, 2011, the Board of Directors proposed a subcommittee of the Finance Committee to evaluate membership policies. The subcommittee would consider the following topics:

1. Opt-in and opt-out policies
2. Commitment to broadband system separate from committed to land mobile radio system
3. Phasing approach

PURPOSE/ JUSTIFICATION OF RECOMMENDED ACTION

Recommends the Board of Directors discuss and provide direction as to the objectives and structure of the subcommittee.

FISCAL IMPACT/FINANCING

There are no fiscal impacts.

FACTS AND PROVISIONS/ LEGAL REQUIREMENT

The Authority's counsel has reviewed the recommended action.

AGREEMENTS/ CONTRACTING

No Agreements necessary.

Respectfully submitted,

Patrick J. Mallon
Executive Director

cc: Counsel to the Authority

AGENDA ITEM 1a



LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

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PATRICK J. MALLON
EXECUTIVE DIRECTOR

August 4, 2011

Board of Directors
Los Angeles Regional Interoperable Communications System Authority (the "Authority")

Dear Directors:

NEW PROCUREMENT OPTIONS

SUBJECT

Review and approval of options for a new procurement process.

BACKGROUND

On July 28, 2011, the Board of Directors held a special meeting to discuss the status of the procurement process. The Board passed a motion to cancel the LA-RICS RFP process and asked staff to return with recommendations on a new procurement process. In order to advance the LA-RICS project, staff will provide the Board of Directors with a written report detailing the next steps for a new procurement process.

PURPOSE/ JUSTIFICATION OF RECOMMENDED ACTION

After review and discussion of viable options, your Board will be asked to provide direction on the following topics:

1. Structure of RFP
2. Timeline and sequencing of tasks
3. Evaluation and contracting procedures

FISCAL IMPACT/FINANCING

There are no fiscal impacts.

FACTS AND PROVISIONS/ LEGAL REQUIREMENT

The Authority's counsel has reviewed the recommended action.

AGREEMENTS/ CONTRACTING

No Agreements necessary.

AGENDA ITEM 4

Respectfully submitted,



Patrick J. Mallon
Executive Director

cc: Counsel to the Authority



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(323) 881-8291

PATRICK J. MALLON
EXECUTIVE DIRECTOR

August 4, 2011

Board of Directors
Los Angeles Regional Interoperable Communications System Authority (the "Authority")

Dear Directors:

COMMITTEE QUORUM REQUIREMENT BYLAWS AMENDMENT – SUBCOMMITTEE ALTERNATES

SUBJECT

It is recommended that the Authority approve an amendment to the JPA Bylaws to provide for alternate advisory committee members.

BACKGROUND

On July 7, 2011, the Board of Directors discussed the quorum requirement as it pertains to advisory committees. In particular the Board asked the following questions:

1. Whether advisory committees were required to meet quorum requirement under the Brown Act.
2. Whether a committee may convene in the absence of the committee Chair or Vice Chair.
3. Whether Directors could appoint alternates for their representatives.

JPA Counsel Jose Silva indicated that he would research the items and present the Board with recommendations at the following regular meeting.

PURPOSE/ JUSTIFICATION OF RECOMMENDED ACTION

JPA Counsel has reviewed the matter and recommends the following:

1. Whether the advisory committees were required to meet quorum under the Brown Act

No action required The JPA advisory committees are legislative bodies of the Board and are required to meet quorum under the Brown Act.

2. Whether a committee may convene in the absence of the committee Chair or Vice Chair

No action required. There are no restrictions under the Brown Act to preclude a committee from meeting so long as they meet quorum.

AGENDA ITEM 5

3. Whether Directors could appoint alternates for their representatives

Action required. Adoption of an amendment to the JPA Bylaws:

"3.04 Appointment of Alternate Members of Advisory Committees.

In addition to the appointment by each Director of a voting member to each Advisory Committee under Section 3.08 of the Joint Powers Agreement, each Director shall also appoint one alternate voting member to each Advisory Committee. An alternate voting member may act in its voting member's absence and shall exercise all rights and privileges of a voting member."

FISCAL IMPACT/FINANCING

There are no fiscal impacts.

FACTS AND PROVISIONS/ LEGAL REQUIREMENT

The Authority's counsel has reviewed the recommended action.

AGREEMENTS/ CONTRACTING

No Agreements necessary.

Respectfully submitted,



Patrick J. Mallon
Executive Director
PJM:sh

cc: Counsel to the Authority



LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

2525 Corporate Place, Suite 200
Monterey Park, California
(323) 881-8291

PATRICK M. MALLON
EXECUTIVE DIRECTOR

August 4, 2011

Board of Directors
Los Angeles Regional Interoperable Communications System Authority (the "Authority")

Dear Directors:

RECOMMEND THE AUTHORITY AMEND LA-RICS JOINT POWERS AUTHORITY PUBLIC MEETING PROTOCOLS

SUBJECT

It is recommended the Authority approve an amendment to the previously adopted Public Meeting Protocols.

BACKGROUND

On April 1, 2010, the Board of Directors approved adoption of Public Meeting Protocols. On June 2, 2011, the Board of Directors requested clarification on the criteria and procedures for placing items on the next meeting's agenda.

PURPOSE/ JUSTIFICATION OF RECOMMENDED ACTION

It is recommended that the Authority amend the Los Angeles Regional Interoperable Communications System Joint Powers Authority Public Meeting Protocols to read as follows:

"ADDITIONS TO AGENDA. *In order to allow sufficient time for an action or discussion item to be considered for addition to the posted agenda for the next regularly scheduled meeting of the Board, the text thereof shall be submitted to the Chair as early as possible, but in no event less than 5 8 full business days, before the meeting. Any such action item or discussion item shall be added to the agenda at the discretion of the Chair. The item should be submitted in the following manner:*

1. Submit the item in writing to submit@la-rics.org by the close of business on the eighth (8th) business day prior to the Authority's scheduled meeting.
2. Identify the agenda category associated to the item out of the following categories:
 - a. Report
 - b. Action Item
 - c. Discussion Item
 - d. Administrative Matter

- e. *Miscellaneous*
- f. *Items for Future Discussion*

3. *If the item is an Action Item or requires a Board Letter, provide supporting documents or information to address the following, if applicable:*
- a. *Background*
 - b. *Purpose/Justification of Recommended Action*
 - c. *Fiscal Impact/Financing*
 - d. *Facts and Provision/Legal Requirement*
 - e. *Agreements/Contracting*

Alternatively, an action or discussion item may be brought forward by motion during open session for consideration at a subsequent meeting in compliance with the Brown Act (Government Code § 54950, et seq.)."

Standardization of agenda submissions will accelerate the agenda development process, resulting in more efficiently run meetings, increasingly effective Board decision-making ability and additional staff capacity to support the Authority.

FISCAL IMPACT/FINANCING

There are no fiscal impacts.

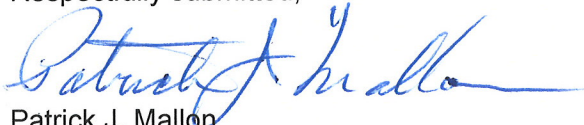
FACTS AND PROVISIONS/ LEGAL REQUIREMENT

The Authority's counsel has reviewed the recommended action.

AGREEMENTS/ CONTRACTING

No Agreements necessary.

Respectfully submitted,



Patrick J. Mallon
Executive Director
PJM:soc

cc: Counsel to the Authority

Attachments: A) LA-RICS JPA Public Meeting Protocols
B) LA-RICS JPA Amended Public Meeting Protocols

**LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (LA-RICS)
JOINT POWERS AUTHORITY
PUBLIC MEETING PROTOCOLS**

- **DUTIES AND POWERS OF AUTHORITY CHAIR:** The Chair shall possess the powers, and perform the duties prescribed, as follows.
 - Have general direction over the meeting and assign seats for the use of the members;
 - Preserve order and decorum; prevent demonstrations; order removed from the meeting any person whose conduct he/she deems objectionable; and order the meeting room cleared whenever he/she shall deem it necessary (Government Code Section 54957.9);
 - Assure that attendants of the public at meetings shall be limited to that number which can be accommodated by the seating facilities regularly maintained therein. No standees shall be permitted;
 - Allocate the length of time for public discussion of any matter in advance of such discussion, with the concurrence of the Authority;
 - Allocate equal time to opposing sides insofar as possible taking into account the number of persons requesting to be heard on any side;
 - Limit the amount of time that a person may address the Authority during a public discussion period in order to accommodate those persons desiring to speak and to facilitate the business of the Authority.
- **REMOVAL FROM AUTHORITY MEETINGS.** At the discretion of the Chair or upon vote of the Authority, Chair may order removed from the meeting any person who commits the following acts of disruptive conduct in respect to a regular, adjourned regular or special meeting of the Authority:
 - Disorderly, contemptuous or insolent behavior toward the Authority or any member thereof, tending to interrupt the due and orderly course of said meeting;
 - A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting;
 - Disobedience of any lawful order of the Chair, which shall include an order to be seated or to refrain from addressing the Authority; and
 - Any other unlawful interference with the due and orderly course of said meeting.

Any person so removed shall be excluded from further attendance at the meeting from which he/she has been removed, unless permission to attend is granted upon motion adopted by a majority vote of the Authority.

In addition, any person so removed on the basis of disruptive conduct described above may not be allowed to address the Authority for up to a maximum of ninety (90) days. The period of prohibition from addressing the Authority will be determined by the Authority Chair, or the Authority upon a vote, based on the number and severity of prior incidents of disruptive conduct.

- **REQUESTS TO ADDRESS THE AUTHORITY ON AN AGENDA ITEM.** A person requesting to address the Authority will be allowed a total of three (3) minutes per meeting unless the time is adjusted by the Chair as deemed appropriate given the nature of the matter. Requests to be heard must be submitted to the Authority staff through the use of an approved "Speaker Request" form before the item is called. Any individual found to have engaged in disruptive conduct, as defined above, may be prohibited from addressing the Authority at future meetings as set forth above.

Speaker Request forms shall request the following information from the constituent:

AGENDA ITEM 6 – ATTACHMENT A

- The name of the Board, Authority or Committee (if applicable)
 - Agenda item number to be discussed (or Public Comment)
 - If the constituent is in favor or opposed to the agenda item
 - Constituent's name
 - Constituent's telephone number (optional)
 - Constituent's address (optional)
 - Name of organization (if applicable)
 - A brief summary of the constituent's position on the matter
- **ADDRESSING THE AUTHORITY.** No person shall address the Authority until he/she has first been recognized by the Chair. The decision of the Chair to recognize or not recognize a person may be changed by order of the Authority. All persons addressing the Authority shall give their name for the purpose of the record. The Chair may, in the interest of facilitating the business of the Authority, limit or expand the amount of time which a person may use in addressing the Authority.
 - **USE OF CELL PHONES AND PAGERS DURING BOARD MEETINGS.** All pagers and cell phones belonging to the public, press or Authority personnel must be placed on vibrate mode or be turned off while an Authority meeting is in session.
 - **PUBLIC COMMENT - NON-AGENDA ITEMS.** Notwithstanding any other provision of these rules, members of the public shall have the right to address the Authority on items of interest which are within the subject matter jurisdiction of the Authority. A person requesting to address the Authority on a non-agenda item will be allowed up to three (3) minutes per meeting. A person addressing the Authority shall avoid personalities on an agenda or non-agenda item. Any individual found to exhibit disruptive conduct, as defined above, may be prohibited from addressing the Authority on agenda items and during public comment at future meetings as set forth above.
 - **ROBERT'S RULES OF ORDER.** The proceedings of the Authority shall be governed by the provisions of law applicable thereto and, except as herein otherwise provided, by Robert's Rules of Order Newly Revised. Provided, further, that the failure to follow the Rules of Order or these rules shall not invalidate any action taken.

**LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (LA-RICS)
JOINT POWERS AUTHORITY
AMENDED PUBLIC MEETING PROTOCOLS – BOARD OF DIRECTORS**

- **DUTIES AND POWERS OF BOARD CHAIR:** The Chair shall possess the powers, and perform the duties prescribed, as follows.
 - Have **general direction over the meeting and assign seats for the use of the members;**
 - **Preserve order and decorum; prevent demonstrations; order removed from the meeting any person whose conduct he/she deems objectionable; and order the meeting room cleared whenever he/she shall deem it necessary (*Government Code § 54957.9*);**
 - **Assure that attendants of the public at meetings shall be limited to that number which can be accommodated by the seating facilities regularly maintained therein;**
 - **Allocate the length of time for public discussion of any matter in advance of such discussion, with the concurrence of the Board;**
 - **Allocate equal time to opposing sides insofar as possible taking into account the number of persons requesting to be heard on any side;**
 - **Limit the amount of time that a person may address the Board during a public discussion period in order to accommodate those persons desiring to speak and to facilitate the business of the Board.**

- **REMOVAL FROM BOARD MEETINGS.** At the discretion of the Chair or upon motion and vote of the Board, Chair may order removed from the meeting any person who commits the following acts of disruptive conduct in respect to a regular, adjourned regular or special meeting of the Board:

- Disorderly, contemptuous or insolent behavior toward the Board or any member thereof, tending to interrupt the due and orderly course of said meeting;
- A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting;
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Speaker Request forms shall request the following information from the constituent:

AGENDA ITEM 6 – ATTACHMENT B

- The name of the Board, Authority or Committee (if applicable)
 - Agenda item number to be discussed (or Public Comment)
 - If the constituent is in favor or opposed to the agenda item
 - Constituent's name
 - Constituent's telephone number (optional)
 - Constituent's address (optional)
 - Name of organization (if applicable)
 - A brief summary of the constituent's position on the matter
- **ADDRESSING THE BOARD.** No person shall address the Board until he/she has first been recognized by the Chair. The decision of the Chair to recognize or not recognize a person may be changed by order of the Board. All persons addressing the Board shall give their name for the purpose of the record. The Chair may, in the interest of facilitating the business of the Authority, limit or expand the amount of time which a person may use in addressing the Board.
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Alternatively, an action or discussion item may be brought forward by motion during open session for consideration at a subsequent meeting in compliance with the Brown Act (Government Code § 54950, et seq.).

- **ROBERT'S RULES OF ORDER.** The proceedings of the Authority shall be governed by the provisions of law applicable thereto and, except as herein otherwise provided, by Robert's Rules of Order Newly Revised. Provided, further, that the failure to follow the Rules of Order or these rules shall not invalidate any action taken.

Amended Protocols