



BOARD OF DIRECTORS REGULAR MEETING MINUTES

LOS ANGELES REGIONAL
INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

Thursday, April 4, 2024, ■ 9:00 a.m.

BOARD MEMBERS PRESENT

Vincent Capelle, Fire Chief, Los Angeles Area Fire Chiefs Association

Scott Wiese, Chief of Police, Los Angeles County Police Chief's Association

Christopher Nigg, Fire Chief, City of La Verne

ALTERNATES FOR BOARD MEMBERS PRESENT

Leslie Luke, Deputy Director, Office of Emergency Management, County of Los Angeles Chief Executive Office

Michael Inman, Deputy Fire Chief, County of Los Angeles Fire Department

Jacqueline Rifenburg, Assistant Director, County of Los Angeles Health Services Department

Rick Walczak, Captain, City of Covina Police Department

Cardell Hurt, Captain, City of Inglewood Police Department

OFFICERS PRESENT

Scott Edson, LA-RICS Executive Director

Beatriz Cojulun, LA-RICS, Board Secretary

BOARD MEMBERS ABSENT / VACANT

Brian Yanagi, **Alternate Chair**, Chief, County of Los Angeles Sheriff's Department

Joshua Nelson, City Manager, California Contract Cities Association



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

I. CALL TO ORDER

Alternate Vice-Chair Michael Inman welcomed attendees and called the April 4, 2024, Regular Board meeting to order at 9:00 a.m.

Alternate Vice-Chair Inman introduced himself stating he was the Deputy Chief for the County of Los Angeles (County) Fire Department (LACoFD) and would be replacing Chief Eleni Pappas who has been reassigned. Alternate Vice-Chair Inman further stated he would take over the role as the Alternate representing Fire Chief Marrone for LA-RICS.

II. ANNOUNCE QUORUM – ROLL CALL

Board Secretary Beatriz Cojulun took the roll and acknowledged a quorum was present.

III. APPROVAL OF MINUTES – (A)

A. March 7, 2024 – Regular Minutes

Agenda Item A

Alternate Board Chair Inman asked the Board if there were any comments or corrections to the Regular Meeting Minutes for March 7, 2024. There were no questions or corrections, therefore, he asked for a motion to approve the minutes.

Board Member Cardell Hurt motioned first, seconded by Alternate Board Member Leslie Luke.

AYES (8): Capelle, Wiese, Nigg, Luke, Inman, Rifenburg, Walczak, Hurt

MOTION APPROVED.

IV. PUBLIC COMMENTS – NONE

There was no public comment.

V. CONSENT CALENDAR – NONE

There were no reports on the Regular Meeting Agenda.



VI. REPORTS (B – E)

B. Director's Report – Scott Edson

Executive Director Scott Edson greeted the Board Members and welcomed Fire Chief Christopher Nigg from the City of La Verne Fire Department, elected to the LA-RICS Joint Powers Authority (JPA) Board as the At-Large Member No. 4. Executive Director Edson shared the JPA would benefit from Chief Nigg's experience and knowledge.

Chief Nigg expressed his appreciation and stated he has been with the City of La Verne for two and a half (2 1/2) years as Fire Chief, previously coming from Orange County and the City of San Bernardino with experience in communications.

Executive Director Edson reported the LA-RICS system was performing well and the LMR network maintained seamless service to LA-RICS end users with no significant outages or interruptions despite a severe windstorm in the region. Executive Director Edson further reported that although concerns arose when generators at Burnt Peak (BUR1) and Green Mountain (GRM) briefly went offline, the battery backup effectively mitigated any operational impact.

Executive Director Edson shared that due to high winds at site Magic Mountain Link (MML), cracks in the foundation were discovered, and Motorola Solutions Inc. (MSI) and other experts were on site to assess the situation. Executive Director Edson further shared that he expects a report and corrective action plan from MSI very soon. Executive Director Edson stated the site should have withstood the winds that recently occurred; however, this site was unique in that debris was found in the grounds during construction which created the need for a Change Order. Executive Director Edson further stated the new design was expected to still withstand high winds and the resolution is expected to be covered under Warranty. Executive Director Edson did not believe there was an immediate threat of collapse.

Executive Director Edson expressed that work with MSI continued to improve regarding their Warranty services, and they provided LA-RICS with the first-year Maintenance Plan, which will begin at the conclusion of the one-year Warranty period. Executive Director Edson further expressed that under initial review of this plan there are items that need to be further refined and is anticipated these issues would be resolved as this new first year of service begins in mid-November 2024.

Executive Director Edson reported progress continued regarding establishing regional Interoperability Standard Operating Procedures (SOP) by the Joint Operation and Technical Ad-Hoc Committees. Executive Director Edson further reported that during the two meetings that were held in March 2024, participants explored scenarios encountered by law enforcement agencies in daily operations,



and discussions focused on enhancing coordination between dispatch centers and field officers across disparate radio systems. Executive Director Edson expressed the Joint Operation and Technical Ad-Hoc Committees aimed to produce draft SOPs outlining procedures for dispatch centers and field personnel, with the hopes of being adopted by the region. Executive Director Edson went on to say he believed the Joint Operation and Technical Ad-Hoc Committees would come to a consensus on the SOPs so they could be distributed throughout the region, followed by training.

Executive Director Edson mentioned, in a subsequent meeting, LACoFD shared its operational procedures for communications planning and Mutual Aid operations, shedding light on communication protocols during multi-agency incident responses. Executive Director Edson further mentioned that, while law enforcement and fire department scenarios may differ, the discussion identified common procedures such as inter-dispatch center broadcasts and annual frequency coordination meetings that law agencies may adopt. Executive Director Edson stated that upon finalizing the law enforcement agency SOPs, the Joint Operation and Technical Ad-Hoc Committees would delve into cross-disciplinary SOPs, exploring best practices for communication between agencies such as law, fire, emergency medical systems, and others, during multi-discipline responses. Executive Director Edson further stated this Ad-Hoc working group was well represented and met every two (2) weeks. Executive Director Edson mentioned the group is making great progress and thanked all who contributed.

Executive Director Edson touched on some highlights for the first quarter of 2024 beginning with LACoFD migrating its voice radio operation onto LA-RICS Analog Communications Voice Response System (ACVRS) and Los Angeles Regional Tactical Communications Subsystem (LARTCS); LACoFD's narrowband data operation had been on LA-RICS system since late 2022, however, with the migration of its voice operation on ACVRS, additional LA-RICS narrowband channels were turned on. Executive Director Edson mentioned that only one narrowband data channel remained in "Off" status to provide additional transitional period. Other highlights of 2024 that Executive Director Edson touched on were end user operations being unaffected by the winter storms; only some peripheral equipment was damaged, however, there was no operational impact due to redundancies built into the system. Executive Director Edson added the LA-RICS Joint Operation and Technical Ad-Hoc Interoperability work group was making progress on the region's Interoperable SOPs. Executive Director Edson mentioned that LA-RICS continued outreach and were receiving completed subscription affiliate agreements.

Executive Director Edson reported that, regarding the budget, MSI's finalized quote on system upgrades was pending which had been delayed. Executive Director Edson further mentioned that LA-RICS needed to work through the maintenance contract issues that were received. Executive Director Edson further reported it



was his intent to have a draft budget before the Finance Committee next month and to the JPA board immediately following.

Executive Director Edson stated that, in regard to other administrative items, Agenda Item H was to be presented before the Board, which was a change order with MSI, that would enable LA-RICS to continue to use the same asset management software; Item I was requesting the Board to provide Executive Director Edson with authorization to enter into Sole Source negotiations with CompCom, LLC, for Information Technology (IT) consultant services; and item J, which was to approve the Authority's collocation fee schedule and rent schedules. Executive Director Edson went on to say this item was also presented to the Finance Committee who unanimously voted to recommend Board approval.

This concluded the report on Agenda Item B by Executive Director Edson. There was no further discussion.

C. Project Manager's Report – Brian Smyth

Program Director Brian Smyth greeted the Board and presented Agenda Item C.

Program Director Smyth reported the LA-RICS Technical Team was reviewing design options for future remote door control, cameras, motion detection, and a master key plan. Program Smyth further reported the Jacobs Project Management Team (PM Team) was obtaining a proposal that would integrate all camera and door control systems into the T/Mon network.

Program Director Smyth stated the PM Team continued to work with the City of Los Angeles Department of Water and Power (LADWP) in agreeing to indemnify LA-RICS or seek their own indemnification directly from California State Parks and that progress was being made.

Program Director Smyth mentioned the utility power connection to the new Southern California Edison (SCE) solar power plant at site Burnt Peak (BUR1)) was projected to begin in September 2024 and completed by December 2024. Program Director Smyth further mentioned that SCE submitted a preliminary design plan that showed connection to the new grid, which was within the LA-RICS approved coastal permit environmental boundary.

Program Director Smyth reported that site access roads were currently being worked on by San Bernardino County for site East Sunset Ridge (ESR). Program Director Smyth further reported that sites Tejon Peak (TPK) and Grass Mountain (GMT) were accessible only with a 4-wheel drive vehicle, while Mount Lukens (MTL2), Loop Canyon (LPC), Hauser Peak (HPK), and Mount McDill (MMC) continued to have access.



Program Director Smyth reported that specifications for mobile and fixed generator upgrades at site Saddle Peak (MCI) were submitted for procurement on March 28, 2024. Program Director Smyth further reported that delivery of a fixed generator was anticipated for February 10, 2025. Program Director Smyth mentioned that an Invitation for Bid (IFB) for generator installation was scheduled for release in October 2024, and the backup Generator installation was anticipated to be complete in May 2025.

ISD Tower Migration

Program Director Smyth shared tower migration dates for several sites; Tower Peak (TPK) was completed in January 2024; Castro Peak (CPK) was anticipated for June 2024; MCI was anticipated for April 16, 2024.

Tower Demolitions

Program Director Smyth mentioned that tower demolition at TWR was completed on March 27, 2024, and tower demolition at CPK was scheduled to begin in August 2024. Program Director Smyth went on to say that tower demolition at site SPH was scheduled to start in February 2025.

This concluded the report on Agenda Item C by Project Director Smyth. There was no further discussion.

D. Joint Operations and Technical Committee Chair's Report – Operations Lead Lieutenant Robert Weber

Operations Lead Lt. Robert Weber greeted the Board and presented Agenda Item D.

Operations Lead Lt. Weber shared the Joint Operations and Technical Committees meeting was held on March 19, 2024, was chaired by Operations Lead Lt. Weber; having quorum present; the Minutes were approved; the Joint Committee received an update on the Land Mobile Radio (LMR) System by Project Director Smyth; a Regional Interoperability Update with a brief discussion on different areas of interoperability that were being worked on including the Ad-Hoc Committee work; LMR Network Operations Status and Issues Update were both presented by Technical Lead Ted Pao; Mobile Communications Unit presentation shared by Deputy Mana Elliott of the County of Los Angeles Sheriff's Department (LASD), who is in charge of the Mobile Communications Unit and several LA-RICS' supported assets, which includes the Site On Wheels; Operations Lead Lt. Weber reported that with no further items and no comments, the meeting concluded.

This concluded the report on Agenda Item D by Operations Lead Lt. Weber.



E. Finance Committee Chair's Report –

Alternate Board Member Luke greeted the Board and presented Agenda Item E.

Alternate Board Member Luke shared the Finance Committee meeting was held on March 28, 2024; having quorum present; the Minutes were approved. Alternate Board Member Luke further shared two (2) items that were discussed regarding updates to the LMR and the LMR Network Operations Status and Issues. Alternate Board Member Luke went on to report the Finance Committee meetings scheduled for the remainder of 2024 were approved along with approved the draft for the collocation and rent fee schedule for third party collocations for LMR sites.

This concluded the report on Agenda Item E by Operations by Alternate Board Member Luke.

VII. DISCUSSION ITEMS (F – G)

F. Land Mobile Radio Network Operations Status and Issues – Ted Pao

Technical Lead Ted Pao greeted the Board and presented Agenda Item F.

Technical Lead Pao expressed that March 2024 marked the conclusion of the rainy season in the County. Technical Lead Pao further expressed despite recently encountering a severe rainstorm and anticipating another storm to follow, it was likely the bulk of rainy events for this winter had passed. Technical Lead Pao stated, while LMR System faced some challenges from the year's winter storms, the LMR System managed significantly better compared to the atmospheric river storms of the previous year. Technical Lead Pao further stated, although access roads presented some difficulties, LA-RICS fortunately did not experience the severe road erosion or ice damage seen in the 2022 and 2023 winter storms, and that LA-RICS remains cautiously optimistic as the season transitions.

Regarding the impact on LMR operations due to winter storms, Technical Lead Pao expressed there were no operational outages, and that it appeared the microwave links maintained their alignment, unlike in 2023, when a few microwave links at high-wind sites required minor realignment and additional reinforcement with antenna braces. Technical Lead Pao further expressed these events only resulted in a reduction in available bandwidth or speed and did not cause operational issues.

Technical Lead Pao reported that service-related challenges with MSI continued to be a focal point for LA-RICS and that while there were improvements in certain areas, challenges remained in others. Technical Lead Pao reported further reported that LA-RICS was persistent in communications to MSI of the necessity for enhancements to meet LA-RICS' operational standards.



Technical Lead Pao shared slides of the old tower removal at San Dimas as the surrounding residents and homeowner's association requested the County remove the tower after the completion of the LA-RICS tower. Technical Lead Pao went on to say the tower removal required the County to migrate its equipment from the old tower onto LA-RICS' tower.

Technical Lead Pao shared the Narrowband Mobile Data Network (NMDN) statistics for March 2024; the outbound message counts were 6100 and up to 9200; the inbound messages were lower in counts, but largely followed the trend, from the mid-2,000s to high of 4,200s; monthly message counts indicated numbers close together for January 2024, February 2024, and March 2024.

Technical Lead Pao mentioned that statistics for the ACVRS subsystem were available, and that LACoFD was largely operating on the ACVRS subsystem. Technical Lead Pao further mentioned the top fifteen (15) sites processed just over 1.67 million calls, with a potential monthly system-wide count nearing two (2) million calls. Technical Lead Pao expressed that Men's Central Jail (MCJ) had the top TalkGroup usage with Inglewood Police Department (IGPD) following. Technical Lead Pao further expressed MCJ had the highest Push to Talk count, and that LASD, IGPD, and LACoFD were the top three agencies that used the most TalkGroup time in minutes.

This concluded the update on Agenda Item F. There was no further discussion.

G. Outreach Update – Lieutenant Robert Weber

Operations Lead Lieutenant (Lt.) Robert Weber greeted Board members and referenced the detailed Outreach Summary document for the month of March included in the Agenda Packet for review and information.

Operations Lead Lt. Weber reported that during the month of March 2024, Authority staff continued with subscriber and affiliate outreach efforts. Operations Lead Lt. Weber further reported the affiliate agreement with Interagency Communications Interoperability (ICI) was executed on March 6, 2024, and more coordination was expected regarding this effort in the future. Operations Lead Lt. Weber went on to say that LA-RICS continued to work with LASD contract cities and other cities that expressed interest in LA-RICS.

Operations Lead Lt. Weber expressed additional transitions with LA-RICS staff occurred in March 2024 as Deputy Sal Perez transferred back to Communications and Fleet Management Bureau Training and Deputy Erica Seputyte replaced him. Operations Lead Lt. Weber further expressed Deputy Seputyte would attend weekly training with Deputy Perez and the PM Team for onboarding.



Operations Lead Lt. Weber shared Authority staff attended and facilitated several Interoperability meetings during March 2024, and that Authority staff attended the Southern California Regional Interoperability working group held at the Orange County Sheriff's Department Technical Center in Tustin, CA, and the meeting was attended by surrounding counties.

Operations Lead Lt. Weber reported there were two Ad-Hoc Committee Meetings, and the process was moving well. Operations Lead Lt. Weber further reported that on March 21, the Authority staff attended the Urban Area Securities Initiative (UASI) Interoperability Meeting where they briefed attendees on progress of Interoperability in the region. Operations Lead Lt. Weber went on to say the Authority staff and staff from the LASD Fleet Management and Communications Bureau had been meeting to finalize the plans for Interoperability in Mutual Aid communications throughout the County and that input from the Ad-Hoc Committees would be used to assist in this effort as LASD moves forward with sharing some of its tactical TalkGroups with its partners throughout the region.

Operations Lead Lt. Weber mentioned LA-RICS team continues to collect Interoperability requests and that twenty-eight (28) agencies requested access and seventeen (17) agencies programmed in the regional TalkGroup. Operations Lead Lt. Weber went on to say this effort would continue.

Operations Lead Lt. Weber stated the Authority staff conducted additional outreach and coordination with Cerritos College Police Department, City of Rancho Palos Verdes, California State University Los Angeles Police Department and California State Dominguez Hills Police Department. Operations Lead Lt. Weber further stated the Authority staff continued to work closely with these agencies to ensure their needs are met, and the Authority staff continue to work closely with the State of California and federal partners to ensure Interoperability during major events.

A discussion was held between Chief Vincent Capelle, Chief Wiese, Operations Lead Lt. Weber, and Executive Director Edson regarding the work effort for shared and visiting identifications (ID). It was mentioned that coordination between ICI and LA-RICS was ongoing and both agencies were working on encryption issues and rollout procedures for each entity.

This concluded the update on Agenda Item G. There was no further discussion.

VIII. ADMINISTRATIVE MATTERS (H – J)

H. APPROVE AMENDMENT NO. 120 TO AGREEMENT NO. LA-RICS 007 LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM LAND MOBILE RADIO SYSTEM



Deputy Chief Watson requested the Board's approval to Authorize Director Edson to execute LMR Amendment No. 120 for inclusion of a Change Order in the amount of \$65,364, with MSI for an asset management license renewal until December 31, 2024. Deputy Chief Watson reported this Change Order would be funded by the UASI 2022 grant and/or by California State Budget Act funds of 2022, depending on when work is performed, and the Maximum Contract Sum would increase from \$217,165,114 to \$217,174,751. Deputy Chief Watson further reported renewing the asset management license would allow eight (8) users concurrent access to Information EAM, the Inventory Management and Tracking Systems (IMTS), which would provide detailed insight into the placement and movement of LA-RICS owned equipment and inventory and LA-RICS owned spare equipment and inventory used by MSI. Deputy Chief Watson went on to say, in addition to equipment monitoring, the IMTS also accounted for work orders, including but not limited to, warranty repairs and service history.

Deputy Chief Watson shared the Board would further find that approval of Amendment No. 120 is not subject to California Environmental Quality Act (CEQA) as it is not defined as a project under CEQA.

Additionally, Deputy Chief Watson shared renewal of the asset management license provides SaaS services comprised of technical phone support, bug fixes, product versions, and ongoing operations, and if approved by the Board, the asset management license would be active and valid until December 31, 2024.

Board Member Chris Nigg inquired on how it is determined when work would be performed. Executive Director Edson stated this would be determined by the timetable for processing as one of the funds expires before the other.

Alternate Vice-Chair Inman asked for a motion to approve. Chief Wiese motioned first, seconded by Chief Capelle.

AYES (8): Capelle, Wiese, Nigg, Luke, Inman, Rifenburg, Walczak, Hurt

MOTION APPROVED

I. DELEGATE AUTHORITY TO EXECUTIVE DIRECTOR TO ENTER INTO NEGOTIATIONS FOR A SOLE SOURCE AGREEMENT WITH COMPCOM, LLC FOR CONSULTANT SERVICES TO PROVIDE INFORMATION TECHNOLOGY SERVICES (IT) AS THE IT MANAGER

Executive Director Edson presented Agenda Item I, requesting the Board's approval to authorize the Executive Director to enter Sole Source negotiations with CompCom, LLC, for Consultant Services to provide Information Technology (IT) Services as the IT Manager to fill the vacant IT manager position. Executive Director Edson stated the LMR Agreement with MSI was at its no-cost Warranty



Period which was set to end in November 2024, and that LA-RICS was preparing for long term operations and maintenance of the LMR System as well, as management and oversight of the LMR systems operations requirement which generated the need for an IT Manager. Executive Director Edson further stated the Authority explored multiple options to fill this position, such as canvassing from the PM Team, who previously provided an employee to hold this position as well as seeking candidates from County. Executive Director Edson shared Justin Compito, owner of CompCom, LLC, had extensive knowledge and experience with the LMR System. Executive Director Edson further shared Mr. Compito worked on the LA-RICS project since 2011 in various capacities with the most recent role in assisting Technical Lead Pao in overseeing the LMR System from a technical and engineering perspective to ensure the system operated at a public safety grade level. Executive Director Edson mentioned that, understanding the Authority adopted the County's procurement model in accordance with the County Board of Supervisors Policy 5.100 for Sole Source contracts and Amendments, notification was being made to the Board, as well as to request delegated authority to Executive Director to engage in negotiations for LA-RICS Sole Source Agreement. Executive Director Edson went on to say that with the Board's approval for Item I, the Authority would commence negotiations with CompCom, LLC, and return to the Board for consideration of any proposed agreement along with corresponding scope, terms, conditions, and cost for the consulting services with CompCom, LLC.

Chief Nigg inquired if the need to Sole Source was due to time and urgency. Executive Director Edson stated Sole Source was needed due to time, as the Authority exhausted all other options. Chief Nigg asked if the Authority anticipated any issues with the competitive bidding process from a legal perspective. Executive Director Edson stated the Authority anticipated no issues, and the Authority would closely follow the County's processes on Sole Source negotiations and contract. Alternate Board Member Luke asked if there would be a conflict, and Executive Director Edson confirmed there would be no conflict.

Alternate Vice-Chair Inman asked for a motion to approve. Chief Nigg motioned first, seconded by Chief Wiese.

AYES (8): Capelle, Wiese, Nigg, Luke, Inman, Rifenburg, Walczak, Hurt

MOTION APPROVED

J. APPROVE THIRD PARTY COLLOCATION FEE AND RENT SCHEDULES FOR THIRD PARTY COLLOCATION AT AUTHORITY'S LAND MOBILE RADIO (LMR) SYSTEM SITES

Executive Director Edson presented Agenda Item J requesting the Board's approval of the collocation fee and rent schedules which would establish a pricing structure that can be used to recover the Authority's costs associated with processing and



reviewing applications from third parties who are interested to collocate equipment at/on the Authority's communication facilities, and for third parties to equitably share costs related to maintenance of these facilities. Executive Director Edson mentioned establishing standardized rates for rent and associated fees that are equitable and reflective of market dynamics foster transparency and can be applied systematically and consistently specific to the equipment proposed by third parties for collocation commensurate with beneficial use. Executive Director Edson further mentioned that, upon Board approval, the Authority staff would be able to engage third parties who have expressed an interest to collocate at the Authority's LMR sites, share approved fee schedules and commence SAA negotiations for ultimate consideration and Board approval.

Executive Director Edson reported the Authority hired a consultant in this area to design a process for LA-RICS to be fully transparent and capture costs to process applications and ensure fairness.

Chief Capelle inquired if the collocation fees and rent schedules applied only on LA-RICS towers. Executive Director Edson stated these apply on any tower that LA-RICS have an agreement to sublease Chief Capelle expressed concern on third party interference that would cause a disruption to first responder communications. Executive Director Edson stated there would be protections against interference and there would be engineering that ensures this. Executive Director Edson went on to say that third parties would have to follow their agreement with LA-RICS to ensure they stay within the parameters to prevent future interference, of that will be evaluated before they are approved to go on LA-RICS tower. Executive Director Edson expressed the agreements with third parties would go before the Board for approval.

Alternate Vice-Chair Inman asked for a motion to approve. Chief Capelle motioned first, seconded by Captain Hurt.

AYES (8): Capelle, Wiese, Nigg, Luke, Inman, Rifenburg, Walczak, Hurt

MOTION APPROVED

- IX. ADMINISTRATIVE MATTERS – NONE**
- X. MISCELLANEOUS – NONE**
- XI. ITEMS FOR FUTURE DISCUSSION AND/OR ACTION BY THE BOARD –**
- XII. CLOSED SESSION REPORT – NONE**



XIII. ADJOURNMENT OF THE REGULAR MEETING AND NEXT REGULAR MEETING

Alternate Vice-Chair Inman stated the next Regular Board Meeting would be held on Thursday, May 2, 2024, at 9:00 a.m., at the County of Los Angeles Sheriff's Department (LASD), ELAC Community College Bureau, 1055 Corporate Center Drive, Monterey Park, CA 91754.

Alternate Vice-Chair Inman called for a motion to adjourn the Regular Meeting at 9:57 a.m. Board Member Hurt made a motioned.

APPROVED