



**APPROVED**

# **BOARD OF DIRECTORS MEETING MINUTES**

**LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS  
SYSTEM AUTHORITY**

February 2, 2017  
The Hertzberg Davis Forensic Science Center  
1800 Paseo Rancho Castilla, Conference Room 263  
Los Angeles, CA 90032

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**Board Members Present:**

**Daryl L. Osby**, Vice-Chair, Fire Chief, County of Los Angeles Fire Dept.  
**Cathy Chidester**, Dir., EMS Agency, County of LADHS  
**Chris Donovan**, Fire Chief, City of El Segundo Fire Dept.  
**Joe Ortiz**, Chief of Police, City of Sierra Madre Police Dept.  
**Mark Alexander**, City Manager, CA Contract Cities Assoc.  
**Mark Fronterotta**, Chief of Police, City of Inglewood Police Dept.

**Alternates For Board Members Present:**

**John Geiger**, General Manager, CEO, County of Los Angeles  
**Dean Gialamas**, Division Dir., Los Angeles County Sheriff's Dept.

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**Officers Present:**

**John Radeleff**, LA-RICS Interim Executive Director

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**Absent:**

**Chris Nunley**, Captain, City of Signal Hill Police Dept.  
**John Curley**, Chief of Police, City of Covina Police Dept.

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

**I. CALL TO ORDER**

Director Dean Gialamas called the Regular Meeting of the Board to order at 9:03 a.m.

**II. ANNOUNCE QUORUM – Roll Call**

Director Gialamas acknowledged that a quorum was present and asked for a roll call.

**III. APPROVAL OF MINUTES FOR THE REGULAR MEETING AND FOR THE SPECIAL MEETING**

**A. January 12, 2017 – Regular Meeting Minutes**

Director Gialamas asked for a motion to approve the minutes, Board Member Mark Alexander asked that corrections be made to the minutes, Agenda Item F, page 7, to change the word “excuse” to “recuse” and to add the reason for his recusal, which is due to a potential conflict with his City, La Canada Flintridge that has an agreement with the County of Los Angeles regarding the CRN site. Director Gialamas asked that the correction be made and called for a motion to approve the minutes, with the recommended correction.

Alternate Member Geiger motioned first, seconded by Board Member Fronterotta.

Ayes 8: Osby, Chidester, Ortiz, Alexander, Fronterotta, Donovan, Geiger, and Gialamas.

**MOTION APPROVED**

**IV. PUBLIC COMMENTS – (None)**

**V. CONSENT CALENDAR – (None)**

**VI. REPORTS (B-C)**

**B. Director’s Report – John Radeleff**

Interim Executive Director Radeleff stated that LTE Round 2 continues to be held for various reasons; one being the award of the FirstNet contract. LTE Round 2a is under consideration by NTIA which is a modified version of the original plan. Objectives 2, 4, and 5 which consists of rapid response vehicles, applications, upgrades to the network operation center to host and deploy safety applications, interconnection to public safety enterprise networks, training, and testing lab for



applications have been preliminarily approved, while being evaluated by NTIA and NOAA for their final approval.

Just recently, we submitted a LTE Round 2b plan that considers colocation on 20 LMR Sites. This allows for substantial cost savings, totaling approximately \$10 million dollars of which \$2.5 to \$3 million dollars will be made up of excess LTE equipment which allows for coverage augmentation that was intended using the original 26 sites. The Round 2b plan calls for the use of 20 sites at a much reduced rate, which is substantially lower than the original request of \$37 million dollars. NTIA likes the new concept and are supportive and recognize the cost effectiveness of the new idea and have expressed their pleasure with the new approach, we are just waiting for final approval.

Director Gialamas asked if funding will come any sooner based on the decrease in cost? Interim Director Radeleff stated that yes, if NTIA approves the plan, the indication is that they will release the funds even before FirstNet makes their decision.

Most of you know that we visited Harris County, Texas and we are communicating with New Jersey as well and continue to learn a lot from both projects. We have also shared experiences regarding switching from Commercial Carrier to Band 14. We continue to enjoy learning from the other Early Builders and the sharing of experiences to leverage each other's knowledge.

Interim Executive Director Radeleff stated that in regards to the grants, the BTOP, UASI 12 and 14 are on target for full expenditure. The amounts are \$18 and \$5 million dollars, respectively and for USAI 13 and 16, the amounts are \$13 and \$5 million dollars. USAI 17, 18 and 19 have not yet been released/awarded. Those are for \$35 million a year for a total of \$105 million. We should be receiving access to UASI 17 funds by the second part of the year. We will be receiving an augmentation of \$8 million dollars from the County Board of Supervisors for our revolving fund due to the need for a cash advance to pay for grant reimbursable items. We expect to receive the augmentation in the next month or two.

In regards to the 90-Day Assessment, one of the items noted in the report was the lack of Fire representation and now we have 3 project team members that will be joining LA-RICS. We are aware that Battalion Chief Kirby Neese will be leaving our project in the near future and so we are looking forward to having the new hires prior to his departure. Their presence will also benefit the EMS side of the project.

On the LA-RICS Website, we will be having a Kick-Off Meeting with the representative that will be revamping our website in the upcoming week and you should see improvements in that area by our next meeting. We are expecting



revisions to the existing structure with changes to be reviewed and approved within the next 30 days.

Regarding the Newsletter, we are in the process of implementing the distribution of the Newsletter on a bi-monthly basis as opposed to quarterly. The next one will focus on the Rose Parade, with a highlight on someone who works on the project and an update on construction activities. It currently goes to 800 to 900 people so we have very a good audience from the public safety community and we will continue to follow the format which focuses on an individual within the team along with an update on the project's progress.

Board Member Alexander asked if the Newsletter goes out to just LA-RICS members agencies or is it going out to City Managers in the County? Executive Assistant Wendy Stallworth-Tait stated that the distribution list consist of current members, City Managers, Planners, Attorney's and Elected Officials within Los Angeles County. We also have agencies on the list from other jurisdictions such as Orange County who are interested in our project. Interim Executive Director Radeleff stated that our goal is to continually expand the list to as many people who are interested.

Interim Executive Director Radeleff stated the Vision Statement is in draft form and he would like to consult with each Board member on an individual basis to ensure that everyone's views are incorporated. Board Member Alexander asked if the new Executive Director is providing input and Interim Executive Director Radeleff stated yes, he is being copied on all activities and decisions that are currently being made and his input is included. He will not be making any decisions at this point without his inclusion.

Interim Executive Director Radeleff stated that the last item is one of the objectives we wanted to do, which was create a video and we have worked with the Sheriff and his Public Information Officer Carol Lin who was a former correspondent with CNN. (The video was showed to the Members and attendees of the meeting). All Board members were pleased with the video and thanked Interim Executive Director Radeleff for sharing it. The Sheriff's Media Unit contributed the resources to create the video.

Interim Executive Director stated he attended the CalFRN Board of Directors Meeting yesterday in Sacramento and shared the video with the Board and Mr. Kennedy of FirstNet as well as the CalFRN Board members and they were very impressed. Both CalFRN and FirstNet will be placing the video on their respective websites.

In regards to Onboarding, we currently have 1700 routers that have been delivered and are in the process of being distributed. We are working out some technical



issues and deployment will increase significantly for all the agencies very soon. We are currently working with Claremont, El Segundo and Inglewood as the 2021 Super Bowl will be played at the new Inglewood Stadium. We also have the StubHub Stadium in Carson where the Chargers will play until the Inglewood Stadium is complete. We have been communicating with the Carson Station Captain and we are becoming a part of those discussions and will carry over to the LA Galaxy which will allow for hands-on experience with the event deployment. In addition we will incorporate someone from Inglewood to participate with the deployment in Carson so that when the Inglewood Stadium is built, they will have a couple of years of hands-on experience by working with us at the StubHub Stadium in Carson. Overall, this opportunity allows for us to deploy our system on a weekly basis at large scale venues. Board Member Alexander asked if LA-RICS will be working with the Coliseum. Interim Executive Radeleff stated no as the Coliseum is in LAPD's jurisdiction. Board Member Fronterotta stated that Inglewood has been working with LAPD as part of the eventual migration plan from the Coliseum to the new stadium. Director Gialamas stated that staff from the Sheriff Department will also form part of the post-Super Bowl briefings where certain staff will meet in Houston to discuss the after-action report, and we plan to share our after action report on the Rose Parade with the Houston group so it will be a mutually beneficial event.

Project Manager Chris Odenthal provided an update on the status of LTE 1 and stated that closeout is underway on the civil side with one of the sites, LAC-USC going through OSHPOD clearance. Regarding the SCE COWS, we are working with MSI to make sure that 3 sites in particular are in good condition since some of them are stationed on asphalt and concrete and some are at ground level due to the recent heavy rain that we have experienced we want to ensure they remain stable. The remaining SCE COWs are expected be operative sometime in mid to late February with the final update to the CORE in mid-March. We are working with MSI to determine how we are going to do a final acceptance test and sign off on the system test so that everyone can say LTE 1 is complete and MSI can move forward.

In regards to onboarding, wanted to inform you that there have been ongoing meetings discussing programmatic concerns of onboarding users. Operations team together with the Consultants of Televate have been working to ensure routers and equipment deployment for the agencies like Bell, Signal Hill, and El Segundo are advancing. Last month we didn't represent how well that process is advancing within LA-RICS.

Regarding the Status of PSBN Round 2, Chris Odenthal reiterated the information that Interim Executive Director Radeleff stated in his report regarding the 3 objectives that will be immediately approved vs. the other portions of the plan which are being considered but do not have Secretary of Commerce approval. The 20 site augmentation plan has been sent to NTIA and we are working with Motorola Solutions Inc (MSI) to create a standardized cost for construction alongside of the LTE installation. We requested a response from MSI by February 10, 2017, in order



to provide NTIA with an incremental cost to deploy PSBN equipment at LMR sites, including activities such as permitting and other construction related activities associated with the deployment of PSBN equipment.

Board Member Donovan asked for more details on the fast response vehicles that are being requested from the BTOP grant. Program Manager Odenthal stated the request budgeted 3 vehicles similar to the strong watch vehicle used in current demonstrations. The current vehicle owned by the Authority is not sufficient to get to remote sites in a timely manner. These vehicles will be quicker and more effective. Board Member Donovan asked if the 20 sites will be strategically located throughout the County. Program Manager Odenthal stated that the 20 sites are actual LMR/LTE co-location fixed sites whereas the 3 trucks will be regionally deployed and used for areas of the County that do not have coverage.

In regards to LMR, we currently have 3 sites under construction. They are PHN, HPK and BMT. Final comments for the foundation drawings for FCCF are being reviewed and construction permits are in the process of being approved. This site requires close coordination with LA County Fire due to impact on parking, etc. These are the four sites being built using USAI 12 funds. There are other sites that are in the process of equipment purchases using USAI 14, 13 and 16 funds in an effort to fully expend by Q3 beginning of Q4, 2017. Board Member Alexander asked what is the schedule for CRN. Program Odenthal stated that equipment has been purchased for CRN and we plan to start construction during this calendar year as we do not have adequate power supply and are pending approval of the power study and permit. Board Member Alexander asked if a tower height had been settled on and Program Manager Odenthal said yes, we have agreed to an 80 foot lattice tower height at the request of the City of La Canada Flintridge.

Program Manager Odenthal made reference to the chart in the Project Manager's Report will going forward reflect status of drawings, those sites that are in construction and those sites where construction is completed.

Interim Executive Director Radeleff informed the Board that in the future they will receive an Executive Summary that will serve to provide an executive overview that will be an summary of various activities mentioned in both the Director and Program Manager's Report that covers permits, construction and other highlights of the project. The goal is to provide this update via a single sheet document. Director Gialamas asked that the summary be limited to one page.

## **VII. DISCUSSION ITEMS (D-F)**

### **D. Outreach Update**



Interim Executive Director John Radeleff recapped the outreach items mentioned in his Director's report. There was no further discussion.

#### E. Onboarding Updates

Interim Executive Director John Radeleff recapped the content of the agencies brought on board to date. There was no further discussion.

#### F. LA-RICS Subscription Plan

Administrative Chief Susy Orellana-Curtiss provided the Board with a copy of a Power Point Presentation discussed at the Finance Committee in May 2016 to give the Board an idea of the items staff have been working on over the last year, which include the following items requiring committee and subsequent board policy decision:

- Waive provisioning costs to members;
- Will there be a cost / penalty to rejoin membership;
- Will contract cities be seen as automatic members, how will they be charged;
- Should we offer incentives to early users of the System (year 1 discounted price);
- Should the subscription plan be based on usage vs. device
  - Committee members discussed pros / cons of both fee basis, leaning towards device based plan due to its simplicity, stability in cost, and spur of innovation by users;
- How will we apply revenue collected from subscribers
  - Offset O&M
  - Capital Replacement
  - Devices for Members
  - Offset member dues

Certain items have changed since last May's presentation to committee, for example the question regarding charging provisioning costs to member will now be impacted by the NTIA augmentation of BTOP grant to provide \$1.3 million in grant funds to facilitate interconnection of users to the PSBN Core. This would still require a policy decision by the Board, however, these grant funds greatly facilitate the costs associated with connecting members to the System.

These are some of the items the project team have been reviewing, with final subscription plan depending on decisions pending from the County, contract cities, and your Board.



Director Dean Gialamas informed the Board Members that there are no requirements today to make formal decision as this item is before you to begin discussions regarding subscription plan. The intent is to frame for board members all the factors that need to be considered when finalizing the subscription plan, including certain County of Los Angeles decisions, which County leaders are currently discussing. Director Gialamas requested the board take this opportunity to discuss items that may have been omitted from the summary provided.

Interim Executive Director Radeleff stated that the focus is to simplify and stabilize cost, one of the predominant issues raised by stakeholders during my assessment, as well as ensuring costs are competitive. Board alternate John Geiger stated the issues raised today were stale and premature, relying on a power point from a year ago. In addition, Alternate Member Geiger stated the price points aren't as important as uploading as many users to LTE as we can. Pricing models are a disincentive, should be held in abeyance, and prioritize users on the system, with an emphasis of getting users on broadband. The focus of the discussion should be how to onboard users as soon as possible.

Board Member Alexander stated he understands the need to encourage users on the system, but users will want to know how much it is going to cost them. Those were the reasons cited by former members when deciding to opt out, the uncertain costs.

Director Gialamas stated the efforts (price determination and onboarding users) needs to be done in parallel. The goal would be a multi-year commitment by agency (moving away from a year-to-year model) to provide stability for both members and the LA-RICS project.

Alternate Member Geiger stated we should take advantage of putting the system out there for the users to understand how it is useful for public safety, and then discuss price. Board Member Alexander stated it is important to know how much user will pay for it prior to making the decision.

Board Member Chidester stated we should identify what constitutes a subscriber, what are the benefits of being a member vs. a subscriber for agencies to understand the difference. In addition, should we consider an interim fee / an initial period "buy-in" fee to encourage users on the system understanding the price may be subject to change.

Board member Donovan stated the service being offered is still being tested, while in parallel determining functionality of devices and potential applications development being explored, thus discussing fee structure is premature. Instead, why not continue to demonstrate functionality of the system in the various areas of the



County to encourage use by members, and then once us user base is established the price structure could be solidified.

Board Member Alexander stated it appears users prefer a rate structure not impacted by how many users or members are on the system, but instead stability and certainty in cost.

Interim Executive Director Radeleff stated that is exactly what we are shooting for, establish a baseline cost, with added users, subscribers and members only helping with costs such as capital replacement, operations and maintenance and even user devices.

Director Gialamas referred to the Crime Lab JPA and its operating model whereby expenses associated with the operations of the Lab are collected by the participating agencies, with surplus revenue coming in above and beyond the annual operations being applied annually via decision by the Board during the annual budget process.

Director Gialamas referenced the uncertainties regarding FirstNet and the upcoming State Plan and subsequent State decision, would be very helpful to provide detailed information regarding how we will work with FirstNet, as well as assurances that joining / participating in LA-RICS PSBN it will be folded into the FirstNet system.

Interim Executive Director Radeleff stated that is another primary goal, to ensure seamless transition once FirstNet rolls in.

Board Member Alexander recommended possible formation of a subcommittee to address these issues. Director Gialamas stated County leaders are currently addressing how funds provided by the County to the LA-RICS project will be repaid as that will impact the final subscription model. As those discussions will require time to resolve, Director Gialamas recommended holding formation of the subcommittee pending further action by County executives. Alternate Member Geiger stated parallel tracking involves continuing to onboard users, demonstrating the system, following a loss-leader model to encourage use while decisions are made regarding who will fund the roll out while sufficient users are brought on the system to be considered fully sustainable.

## **VIII. ADMINISTRATIVE MATTERS (G-H)**

### **G. LA-RICS SPECIAL EVENT DEPLOYMENT POLICY**

Administrative Chief Susy Orellana-Curtiss presented to the Board Agenda Item G and requested that the Board take the following actions:



1. Delegate authority to the Interim Executive Director to approve participation in special and/or pre-planned events (event) on a case by case basis, as follows:
  - a. LA-RICS Authority will provide available equipment and use of the System(s) to Members free of charge;
  - b. Non-Members / Requesting agency will be responsible for costs associated with staff required to support the event;
    - i. Requesting agency will be responsible to enter into cost-recovery agreement(s) with agencies employing the support staff;
  - c. Non-Member / Requesting agency will be responsible for other direct costs associated with LA-RICS' participation in the event.
2. If the policy above is not acceptable, provide direction to staff accordingly for other policy considerations.

Administrative Chief Orellana-Curtiss provided additional information regarding ongoing testing of the PSBN system via demonstration kits, and thus recommendations are to not charge for these special events deployments, with the exception of payment for staff support, if needed and other direct costs.

After discussing various options, a motion to allow Executive Director to have the discretion to decide on deployment activities in the region was recommended with the following revisions to the recommended actions:

1. Delegate authority to the Interim Executive Director to approve participation in special and/or pre-planned events (event) on a case by case basis, as follows:
  - a. LA-RICS Authority will provide available equipment and use of the System(s) to Members free of charge;
  - b. Members / Non-Members may be responsible for direct costs associated with staff required to support the event;
    - i. Members / Non-Members will be responsible to enter into cost-recovery agreement(s) with agencies employing the support staff;
  - c. Members / Non-Members may be responsible for other direct costs associated with LA-RICS' participation in the event.



2. The Interim Executive Director will provide a monthly report summarizing past events as well as upcoming pre-planned / special events.

Alternate Member Gialamas motioned first, seconded by Board Member Osby.

Ayes 8: Osby, Chidester, Ortiz, Alexander, Fronterotta, Donovan, Geiger, and Gialamas.

#### **H. APPROVE AMENDMENT NO. ONE TO AGREEMENT NO. LA-RICS 011 FOR PROFESSIONAL SERVICES**

Counsel Truc Moore presented to the Board Agenda Item H and asked that the Board consider and approve an amendment to Radeleff Consultant Agreement as follows:

1. Approve Amendment No. 1 to the Professional Services contract with Radeleff Consulting, substantially similar in form to the Enclosure, which revises the Agreement to reflect the following:
  - a. Extend the current Term to March 25, 2017, for Interim Executive Director services.
  - b. Effective March 26, 2017, extend the Term to August 31, 2017, for Project Consultant services.
  - c. Effective March 26, 2017, authorize the Consultant to assume the capacity and scope of Project Consultant.
  - d. Maintain the hourly rate of \$105 while Radeleff Consulting is in the Project Consultant capacity.
  - e. Increase the Maximum Contract Sum by \$50,000 from \$218,400 to \$268,400 for this proposed work.
2. Authorize the Chair of your Board, or his designee, to execute Amendment No. 1, in substantially similar form to the Enclosed Amendment (Enclosure).

Board Member Alexander asked if either party can voluntary terminate earlier than the August date with notice. Counsel Moore stated yes, he has 120 days to provide us with notice and the Authority has 90 days. Board Member Alexander stated that given the services will be on an as needed basis, would it be better to reduce the days from 120 to 30 days for both parties? Counsel Moore stated the Board may do that if it is ok with amending to 30 days. Counsel Moore then clarified that the recommendations would be amended to still recommend Item Nos. 1 & 2 and the



third recommendation is to revise the notice to terminate for convenience from 120 days to 30 days during the extension period of the contract.

Board Member Alexander motioned first, seconded by Board Member Donovan.

Ayes 8: Osby, Chidester, Ortiz, Alexander, Fronterotta, Donovan, Geiger, and Gialamas.

**MOTION APPROVED**

**IX. MISCELLANEOUS – NONE**

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

**XI. CLOSED SESSION REPORT**

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Government Code Section 54957(b)(1))  
Title: Executive Director / Interim Executive Director
2. PUBLIC EMPLOYMENT  
(Government Code Section 54957(b)(1))  
Title: Executive Director / Interim Executive Director
3. CONFERENCE WITH LABOR NEGOTIATORS  
(Government Code Section 54957.6)  
Labor Negotiator: County Counsel

The Board did not enter into Closed Session at this meeting.

**XII. ADJOURNMENT and NEXT MEETING:**

Thursday, March 2, 2017, at 9:00 a.m., at the Los Angeles Sheriff's Department, Scientific Services Bureau, located at 1800 Paseo Rancho Castilla, Los Angeles, CA 90032.



## 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.