



BOARD OF DIRECTORS SPECIAL MEETING MINUTES

**LOS ANGELES REGIONAL
INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY**

Thursday, June 27, 2018 • 9:00 a.m.
Los Angeles County Sheriff's Department
The Hertzberg Davis Forensic Science Center
Conference Room 263
1800 Paseo Rancho Castilla, Los Angeles, CA 90032

Board Members Present:

Cathy Chidester, Dir., EMS Agency, County of LADHS
Chris Donovan, Fire Chief, City of El Segundo Fire Dept.
John Curley, Chief of Police, City of Covina Police Dept.

Alternates For Board Members Present:

Michael Iwanaga, CEO, County of Los Angeles
Chris Bundesen, Asst., Fire Chief, County of Los Angeles Fire Dept.
Dean Gialamas, Division Dir., Los Angeles County Sheriff's Dept.
Louis Perez, Deputy Chief, City of Inglewood Police Dept.
Brian Leyn, Captain, City of Signal Hill Police Dept.

Officers Present:

Scott Edson, LA-RICS Executive Director
Priscilla Lara, LA-RICS Board Secretary

Absent:

Joe Ortiz, Chief of Police, City of Sierra Madre Police Dept.
Mark Alexander, City Manager, CA Contract Cities Assoc.



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

I. CALL TO ORDER

Director Dean Gialamas called the Special Meeting of the Board to order at 9:01 a.m., and started with a brief moment of silence for Fire Captain David Rosa of Long Beach Fire Department who was tragically killed this week responding to an incident.

II. ANNOUNCE QUORUM – Roll Call

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

III. APPROVAL OF MINUTES (A)

A. May 17, 2018 – Special Meeting Minutes

Board Member Chidester motioned first, seconded by Director Gialamas.

Ayes 8: Chidester, Donovan, Curley, Iwanaga, Bundesen, Gialamas, Perez and Leyn

MOTION APPROVED

IV. PUBLIC COMMENTS – (NONE)

V. CONSENT CALENDAR – (NONE)

VI. REPORTS (B-D)

B. Director's Report – Scott Edson

Executive Director Scott Edson stated that today is an exciting day and will get into that in a minute, included in your package is an Executive Summary in dashboard format on the Long Term Evolution (LTE) and Land Mobile Radio (LMR) projects, grant status and agency onboarding.

In regards to the grants, the Urban Areas Security Initiative (UASI) 2008 – UASI 2016 audit is almost over. We spent many hours providing the auditors with countless documents supporting grant-funded transactions incurred and/or funded over the past eight years. Executive Director Edson stated he has a call scheduled with the auditors this afternoon regarding sustainment of the LMR system. We expect a report back from them in mid-July. Executive Director Edson certain we did well, not perfect, but well, as we are not aware of any significant issues to date.



As for LTE, we are on schedule to close the Asset Transfer and Business Agreement with AT&T on June 30, 2018, and an announcement has been written and will go out to the media this afternoon in anticipation of closing. AT&T will assume Operations and Maintenance of the Network as is, until a cut over to the Nationwide Public Safety Broadband Network (NPSBN) can occur that will minimize disruption. Executive Director Edson stated before the cut over could occur and so we can take advantage of all the AT&T spectrum, new SIMs and modems/routers need to be in place. The planning has been ongoing for months and we expect the equipment transition process to begin soon. Executive Director Edson stated we continue to meet with cities, updating them on FirstNet governance and the NPSBN future here in the region, as well as the public safety grade aspect of what we built here for our public safety first and secondary responders.

As for LMR, we are still on schedule under the 20/20/20/20 plan. We are pushing the Jacobs Team and Motorola Solutions Inc., to tighten up the schedule to ensure construction completion of all sites by December 31, 2019.

Executive Director Edson stated the operations and technology committee are focusing on a plan for the early onboarding of agencies that may have expressed an interest in using our LMR system. That plan has to follow the build schedule so we know when a site can go active in a specific geographical area that has a proper backhaul in place, and correlate that to agencies in that area to benefit from that site. LA-RICS also needs to determine the cost to turn on that site prior to final system acceptance and how we can fund and ensure sufficient resources to operate and maintain that site. Once the committees review the pros/cons and assess the fiscal impact of early deployment of site(s), they will bring a recommendation to your Board for policy consideration.

Executive Director Edson went on to point out some key items before the Board today: Item G requires your approval to accept over \$31m in BTOP funds for LA-RICS to continue moving forward with PSBN round 2, LTE coverage augmentation and rapid response vehicles; Item H is an addition to the Fiscal manual addressing interest earned; Item I is an increase in the contract sum to Televate to help LA-RICS with successful completion the PSBN round 2, completion of coverage augmentation and deployment of rapid response vehicles objectives; Item K relates to the business agreement with AT&T. Since the agreement was approved by your Board and while we continue to work with AT&T on the cutover of users to the NPSBN, we evaluated the number of LTE devices, routers, phones, sims, etc. that do not provide full AT&T FirstNet functionality and it was determined that an additional 1,000 devices were needed. AT&T agreed to provide an additional 1,000 at no charge, as reflected in the



amendment before your Board; Item L is a Site Access agreement (SAA) for the LMR site at Saddle Peak, which is in the Santa Monica mountains area.

Lastly, Item M is the transfer of nine Cell on Wheels (COW) on Southern California Edison (SCE) property to AT&T FirstNet. This is the first of many transfers you can expect in the future.

Executive Director Edson stated we anticipate that your next Board meeting will be the last week of July and we will likely cancel the August meeting.

This concludes the Director's Report.

Director Gialamas acknowledged the closing of the Asset Transfer and Business Agreement with AT&T as a significant accomplishment and stated he appreciates staff for their efforts working with AT&T.

C. Project Manager's Report – Justin Delfino

Project Manager Delfino presented a PowerPoint presentation to the Board that included the following updates:

Active LMR Site Work June 2018 – UASI 16 Work are listed below:

1. CCB: Ph.4, Ph.2 change work
2. FCCF: Ph.4
3. HPK: Ph.4, Ph.2 change work
4. LA-RICS-HQ: Ph.2
5. LDWP243: Ph.4
6. MMC: Ph.4
7. ONK: Ph.4, Ph.2 change work
8. PLM: Ph.4 - Milestone – CORE Connection to FCCF
9. POM: Ph.1 Geo-tech generator
10. SPN: Ph.1 Geo-tech tower scheduled 6/28/18
11. TPK: Ph.4
12. VPK: Ph.2

The next sites on the PowerPoint presentation are listed below:

- LA-RICSHQ - (rack delivery for this site)



- LDWP243 – (RF fingerprint, completed tower, stacked generator and this is a finished site)
Project Manager Delfino acknowledge Motorola on their quality of finished work to the sites.
- MMC – (drone technology with a view of the tower, antennas and sheltered installed)
- TPK – (180 foot tower structure, shelter and generator all installed. Glendale Water and Power Vault Location scheduled to install and complete Ph. 2 Under UASI 16))

The next sites on the PowerPoint presentation are the 20/20/20/20 Track:

Sites with targeted start dates for the end of summer 2018

1. UCLA
2. POM
3. LA-RICSHQ
4. SGH
5. LAN
6. UNIV
7. CRN
8. DPW038

Sites with targeted start dates for the end of Year 2018

1. BHS
2. RHT
3. MIR
4. OAT
5. AGH
6. LACFDEL
7. INDWT

This concludes the Program Manager's Report and there was no further discussion.

D. Joint Operations and Technical Committee Chairs Report – Tanya Roth

Deputy Program Manager Roth stated that the Joint Operations and Technical Committees convened their regular meeting on May 22, 2018, at which three administrative items were brought forth with the recommended action approved.



The first administrative item was the Early Onboarding Policy and MOU, which would allow agencies to onboard to the LMR system prior to the contract term “Final System Acceptance.” Deputy Program Manger Roth explained that the MOU has been reviewed by Counsel and recommended by the Joint Tech and Ops Committees to the JPA Board. Deputy Program Manager Roth echoed Chief Edson’s comments from the Director’s Report explaining that once the Committees identify the pro and cons, and determine fiscal impact; the Committees’ intent is to present the Early Onboarding Policy and MOU along with a policy addressing fiscal impact for board consideration.

The second administrative item was the Information Technology and Security Program Policy, which would be the first in a batch of policies that together will constitute a Security Program ensuring that Authority IT Resources are protected against all forms of unauthorized access, use, disclosure and modification. Deputy Program Manager Roth explained that intent of the Committees is to gather a logical batch of the security policies together and then present to the Board for approval. Deputy Program Manager Roth stated that topics covered in the upcoming security policies would be Use of IT Resources, Antivirus, Cybersecurity Threat Response and Use of Electronic Communications. She went on to explain that the working groups have been hard at work drafting policies for the Security Program and expect to present a batch later this summer for Board consideration.

The third administrative item was the nomination and election of Lt. Tab Rhodes for the Operations Committee Vice-Chair position that was recently vacated. Deputy Program Manger Roth informed the Board that Lt. Rhodes has jumped into this new role and is quickly becoming immersed in all things Tech and Ops.

Deputy Program Manager Roth stated that outside of the administrative items discussed at the last Joint Committee Meeting, the SOP working group remains on task with weekly drafting sessions and expects to release the next section to the Ad Hoc committee shortly for review.

Transitioning the discussion to the upcoming schedule, Deputy Program Manger Roth stated that the next Joint Committee Meeting per the regular schedule is July 20, 2018. She explained that staff and Committee Chairs see these meetings as a great opportunity to address policy and procedure but also to inform and market to a captive audience. As a creative approach to leverage this time, she went on to state that staff is exploring the feasibility to take the Joint Committee Meetings on the road and ideally include tours of real LMR installations.

Executive Director Edson addressed the Board requesting that notification of Joint Operations and Technical meetings be forwarded to all parties who might be



interested not just member agencies. Executive Director Edson emphasized that we want the Los Angeles region to get involved and participate in Tech and Ops activities, as LA-RICS will benefit the entire region.

Board Member Donovan inquired on the status of County security policy and procedures that LA-RICS was initially considering to adopt. Deputy Program Manager Roth clarified that a separate working group is in fact developing LA-RICS security policies, which is separate from the Standard Operating Procedures (SOP) Manual. The first security policy, LA-RICS Information Technology Security Program, was second administrative item approved by the Joint Committees at the May meeting.

VII. DISCUSSION ITEMS (E-F)

E. Outreach Update

Executive Assistant Wendy Stallworth-Tait presented the Outreach Update, Agenda Item E and stated that she will highlight a few of the key outreach activities, which are displayed in your update.

Executive Assistant Stallworth-Tait stated members of the LA-RICS Outreach Team made a presentation to residents near LMR site Los Angeles County Fire Station 72 located in the unincorporated area of Malibu. Members of the LA-RICS Outreach Team made a presentation to stakeholders regarding LMR site Green Mountain (GRM), located on state park land as requested by State Parks and Recreation Management. Members of the LA-RICS Team attended the Rancho Palos Verdes Planning Commission Meeting to respond to questions/concerns regarding the LMR Rolling Hills Transmit (RHT) site. Executive Director Edson and Program Manager Odenthal met with representatives from Pasadena to continue ongoing discussions regarding a LMR site and to provide an update on the AT&T Asset Transfer Agreement for PSBN sites. Lastly, the LA-RICS Communication Team released Volume 3, Issue 10 of the LA-RICS Newsletter on June 5, 2018.

There was no further discussion.

F. PSBN Onboarding Update

Executive Assistant Stallworth-Tait presented Agenda Item F and stated this month's update focused on our transition of various sites to AT&T, which will continue to coordinate joint testing with agencies listed on the table. The transition of the PSBN sites to AT&T is ongoing. We are coordinating joint testing with the above-mentioned agencies to minimize any service impacts due to the transition. Device vendor evaluations are underway to help determine the router transition. All the questions



have been answered and everyone is onboard and ready for that to take place at the end of the month.

Executive Director Edson ask the Board to forward the the LA-RICS Newsletter upon receipt.

There was no further discussion.

VIII. ADMINISTRATIVE MATTERS (G-M)

G. ACCEPT BROADBAND TECHNOLOGY OPPORTUNITY PROGRAM GRANT FUNDS

Administrative Deputy Orellana-Curtiss presented Agenda Item G, and stated as Executive Director Edson reported we have received a verbal confirmation from the Federal grantor NTIA that we will be awarded for augmentation of grant funds for the build out of LTE. However, when we presented this item to your Board on May 17, 2018, the action item before your Board was for the acceptance of \$34.5 million in grant funds, as reflected in our PIP for Round 2. Since that date, our Federal Program Officer notified LA-RICS of its partial Round 2 PIP approval, including funding for Objective No 1, Coverage Augmentation and Objective No. 2, Rapid Response Vehicles only. Administrative Deputy Orellana-Curtiss stated it is our intention to return to your Board to address the remaining balance of BTOP grant funds as we plan to pursue a modification of Objective No. 3 for submittal to the grantor for approval/award. At this time, we are recommending your Board:

1. Accept \$31,969,477 in grant funds from the BTOP Grant; and
2. Delegate authority to the Executive Director to execute any grant-required documents resulting from BTOP grant augmentation.

Administrative Deputy Orellana-Curtiss stated once we receive written approval, we will move forward with any NTP's and amendments.

Board Member Donovan asked if the COLTS would remain in the region for use by LA-RICS and its members once the COWs are established and the transfer to AT&T is complete. Administrative Deputy Orellana-Curtiss stated the COLTs would remain property of the Authority; they will not be transferred.

Alternate Board Member Iwanaga asked about the expiration date of these grant funds. Administrative Deputy Orellana-Curtiss responded that the expiration date is September 30, 2020.



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

Ayes 8: Chidester, Donovan, Curley, Iwanaga, Bundesen, Gialamas, Perez and Leyn

MOTION APPROVED

H. APPROVE AMENDMENT NO. 3 TO THE LA-RICS FISCAL MANUAL

Administrative Deputy Orellana-Curtiss presented Agenda Item H and recommended that the Board approve adoption of an amendment to the Fiscal Manual, which we utilize to manage all Fiscal transactions and processes for the Authority. LA-RICS has established a separate interest bearing account to track those funds and we felt it was necessary for an amendment referencing policy on how to manage any interest earned and remittance process for funds earned back to the grantor.

Administrative Deputy Orellana-Curtiss asked the Board to turn to page 5 of the enclosure and note the section proposed to be amended:

4.1.1 Interest Earned on Advanced Grant Funds

Administrative Deputy Orellana-Curtiss went on to state the Authority will monitor all grant requirements with respect to the treatment of interest for all interest earned on advanced grant funding. If required by the grant, the Authority will remit interest earned to the grantor on advanced grant funds at least quarterly, or as required by the grant. Authority staff in conjunction with Authority Fiscal Agent will develop and implement procedures to ensure compliance.

Board Member Chidester asked at what interest does the grantor require the funds to be returned. Administrative Deputy Orellana-Curtiss stated the BTOP grant is the only grant that provides advance grant funds and thus is the only one that requires the interest to be returned.

Board Member Donovan motioned first, seconded by Alternate Board Member Bundesen.

Ayes 8: Chidester, Donovan, Curley, Iwanaga, Bundesen, Gialamas, Perez and Leyn

MOTION APPROVED



I. AMENDMENT NO. 13 FOR PROFESSIONAL BROADBAND ENGINEERING CONSULTING SERVICES

Contracts Manager Jeanette Arismendez presented Agenda Item I and recommended that your Board:

1. Approve Amendment No. 13, substantially similar in form to the enclosed amendment, which contemplates the following:
 - a. Increase the scope of work to allow Televate to assist the Authority in completing certain work contemplated in the PSBN Round 2 Project Implementation Plan (PIP), in particular assistance with PIP objectives for Coverage Augmentation and Rapid Response Vehicles as well as allow Televate to support the Authority with broadband-related activities relevant to the Authority's mission.
 - b. Extend the term of the Televate Agreement to December 31, 2020, to align with the completion of certain work contemplated in the PSBN Round 2 PIP, in particular PIP objectives for Coverage Augmentation and Rapid Response Vehicles, as well as allow Televate to support the Authority with broadband related activities relevant to the Authority's mission.
2. Approve an increase to the Maximum Contract Sum in the amount of \$1,010,190 from \$11,506,310 to \$12,516,500 to allow for increase in scope and the term extension. No work will be authorized until appropriate funds are secured.
3. Delegate authority to the Executive Director to execute Amendment No. 13, in substantially similar form to the enclosed amendment.

Director Gialamas motioned first, seconded by Alternate Board Member Bundesen.

Ayes 8: Chidester, Donovan, Curley, Iwanaga, Bundesen, Gialamas, Perez and Leyn

MOTION APPROVED

J. AMENDMENT NO. 27 TO THE PROJECT AND CONSTRUCTION MANAGEMENT SERVICES AGREEMENT

Contracts Manager Arismendez presented Agenda Item J and recommended that your Board:



1. Approve Amendment No. 27, substantially similar in form to the enclosed amendment, which contemplates a decrease in the scope of work to remove Application Interoperability from the PSBN Round 2 (PIP) from consideration resulting in a decrease to the Maximum Contract Sum in the amount of \$59,200.
2. Approve a decrease to the Maximum Contract Sum in the amount of \$59,200 from \$62,098,834 to \$62,039,634 when taking the revisions contemplated in Amendment No. 27 into consideration.
3. Delegate authority to the Executive Director to execute Amendment No. 27, in substantially similar form to the enclosed Amendment.

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

Ayes 8: Chidester, Donovan, Curley, Iwanaga, Bundesen, Gialamas, Perez and Leyn

MOTION APPROVED

K. APPROVE AMENDMENT NO. 1 TO THE BUSINESS AGREEMENT WITH AT&T CORP.

Contracts Manager Arismendez presented Agenda Item K and recommended that the Board:

1. Approve Amendment No. 1 to the Business Agreement between AT&T and the Authority, substantially similar in form to the enclosed amendment, to allow the Authority to accept an increased amount of routers, SIMS, and devices of the Authority's choosing from 3,300 to 4,300.
2. Delegate authority to the Executive Director to execute Amendment No. 1 to the Agreement, substantially similar in form to the enclosed amendment.
3. Delegate authority to the Executive Director to execute additional amendments to the Business Agreement to accept additional devices that may be needed by the Authority and its members to utilize the FirstNet NPSBN, with an estimated not to exceed collective value of \$800,000, which will be substantially similar in form to the enclosed amendment. The Executive Director will report back to your Board if any such amendments are executed.

Board Member Donovan requested Executive Director Edson to provide outreach to other agencies on best management practices recommendations on types of devices



to purchase as other cities transition to PSBN. Executive Director stated that he would proceed to do so.

Board Member Bundesen motioned first, seconded by Alternate Board Member Perez.

Ayes 8: Chidester, Donovan, Curley, Iwanaga, Bundesen, Gialamas, Perez and Leyn

MOTION APPROVED

L. APPROVE SITE ACCESS AGREEMENT WITH SADDLE PEAK COMMUNICATIONS FOR A LAND MOBILE RADIO SYSTEM SITE

Executive Assistant Stallworth-Tait presented Agenda Item L and recommended that the Board:

1. Find that (a) the approval and execution of the SAA for the Saddle Peak (SPN) site listed in Enclosure 1 to allow for all Land Mobile Radio (LMR) system work to occur at this site for the design, construction, implementation, operation, and maintenance of the LMR infrastructure at this site as covered by the SAA is within the scope of the Final Environmental Impact Report (EIR) prepared for the Los Angeles Regional Interoperability Communications System (LA-RICS) LMR System which was previously certified under the California Environmental Quality Act (CEQA) on March 29, 2016; (b) there are no changes to the project at this site or to the circumstances under which the project is undertaken that require revisions to the previous EIR due to new significant effects or a substantial increase in the severity of previously identified significant effects.
2. Authorize the Executive Director to finalize and execute, substantially similar in form to the enclosed, one SAA with the Saddle Peak Communications (The Owner).

Director Gialamas motioned first, seconded by Alternate Board Member Curley.

Ayes 8: Chidester, Donovan, Curley, Iwanaga, Bundesen, Gialamas, Perez and Leyn

MOTION APPROVED



M. APPROVE AMENDMENT, CONSENT, ASSIGNMENT AND ASSUMPTION OF COMMUNICATIONS SITE LICENSE AGREEMENTS (FOR CELL ON WHEELS) WITH SOUTHERN CALIFORNIA EDISON (SCE) AND AT&T NCW

Executive Assistant Stallworth-Tait presented Agenda Item L and recommended that the Board:

1. Find that approval and execution of the Assignment Agreement is not a project under Section 21065 of the California Public Resources Code and 15378 (b)(5) of the California Environmental Quality Act (CEQA).
2. Approve and delegate authority to the Executive Director to execute the Assignment Agreement, substantially similar in form to Enclosure 1, to allow AT&T NCW to access and absorb the nine (9) COW sites with SCE for the NPSBN.

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

Ayes 8: Chidester, Donovan, Curley, Iwanaga, Bundesen, Gialamas, Perez and Leyn

MOTION APPROVED

IX. MISCELLANEOUS – NONE

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

XI. CLOSED SESSION REPORT - NONE

XII. ADJOURNMENT and NEXT MEETING:

The Board meeting adjourned at 9:42 a.m., and the next meeting is on a date to be determined.