



BOARD OF DIRECTORS

MEETING MINUTES

**LOS ANGELES REGIONAL
INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY**

Thursday, October 4, 2018 • 9:00 a.m.
Los Angeles County Sheriff's Department
The Hertzberg Davis Forensic Science Center
Conference Room 223 through 227
1800 Paseo Rancho Castilla, Los Angeles, CA 90032

Board Members Present:

Cathy Chidester, Dir., EMS Agency, County of LADHS
Mark Alexander, City Manager, CA Contract Cities Assoc.
Chris Nunley, Chief of Police, City of Covina Police Dept.
John Curley, Chief of Police, City of Covina Police Dept.

Alternates For Board Members Present:

John Geiger, General Manager, 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.

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.
Chris Donovan, Fire Chief, City of El Segundo Fire Dept.



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

I. ~~CALL TO ORDER~~ APPROVED

Director Dean Gialamas called the Special Meeting of the Board to order at 9:12 a.m.

II. ANNOUNCE QUORUM – Roll Call

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

III. APPROVAL OF MINUTES (A)

A. September 13, 2018 – Special Meeting Minutes

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

Ayes 6: Chidester, Nunley, Geiger, Bundesen, Gialamas and Perez

Abstained: Alexander and Curley

MOTION APPROVED

IV. PUBLIC COMMENTS – (NONE)

V. CONSENT CALENDAR – (NONE)

VI. REPORTS (B-E)

B. Director's Report – Scott Edson

Executive Director Edson stated we have two construction projects moving forward again in parallel and both are very important to public safety. The Long Term Evolution (LTE) project will be an expansion of 26 more sites to complement the 76 we already built, to include public safety LTE FirstNet services in the mountains, Catalina and filling gaps in basin. Both construction projects have Grant deadlines. Given those stringent deadlines we made the decision to hire an outside Architectural and Engineering (A&E) firm to create the diagrams for most of those standalone LTE sites. We still plan to have Motorola design and install the LTE equipment on the co-location sites with LMR since they are doing the Land Mobile Radio (LMR) anyway.



Executive Director Edson stated in the last month we reviewed and scored the Request for Proposal (RFP) response for the design work on the standalone LTE sites and successfully concluded contract negotiations with the qualified vendor with that contract before you today for consideration and approval, as Agenda Item H. Executive Director Edson acknowledged and complemented the LA-RICS Team and Los Angeles County Department of Public Works for a thorough RFP, an aggressive timeline, and exceptional clear and concise negotiations making it possible to bring this agreement to you today. Upon your approval, we will have another great public safety partner working with us in the region and will be moving forward with two significant projects.

Executive Director Edson stated also during this month, we continued discussions with our partner Motorola on Public Safety Broadband Network (PSBN) Round 2 scope but need just a little more time to finalize; therefore, we are asking you to approve a 30-day extension on their existing contract; and that is before you as Agenda Item I.

With regards to LTE, last week we hosted a summit with AT&T to discuss their Incident Uplift Tool, or sometimes referred to as the Incident Management Portal. This is a very powerful tool that helps provide local control, but we believe needs some work. AT&T is very appreciative of that help. I want to explain it a bit and give you some examples.

Predominately, AT&T Incident Uplift Tool is designed to work with smartphones, which is the future, but LA-RICS is predominately router based and so are other agencies. The Incident Uplift Tool allows you to change the priority of the FirstNet user. An example of the overall picture, which consists of the public, is a level five on the AT&T service and public safety is a Three, two or one. You will prioritize your level based on your incident.

Board Member Cathy Chidester asked if that was the issue up North with the fire where Verizon was on the news and stated they need to upgrade their plan. Executive Director Edson stated he spoke with Verizon Executives and they stated for that particular incident they are calling it a customer service issue. Verizon put out a Press Release stating they automatically uplifted the West Coast and Hawaii to a higher priority than commercial users. Verizon has also asked to come and speak at the next Board meeting to talk about their product.

In addition, moving onto LMR, Justin will follow me with specific details about the LMR project in general; we had an excellent meeting with Motorola leadership yesterday and are very pleased with the attention being given to this project to ensure great progress and a viable schedule under the 20/20/20/20 plan. Executive Director Edson stated we plan to start subscriptions for our product in January 1, 2021. The Finance Committee will meet this month to go over some subscriptions models and after several meetings they will bring their recommendation to the Board.



Executive Director Edson went on to state; you will see some of that progress in the form of an amendment and notice to proceed, under Agenda Item J today.

APPROVED

Lastly, in Agenda Item K we ask for your approval of IT Security Program Policies.

This concludes the Director's Report.

Board Member Alexander asked about yesterday's test on the National Wireless Alert System. Is there a tie into the LA-RICS system routers and cell phone to receive that same data? Is that in our infrastructure? Executive Director Edson stated he knows AT&T FirstNet will include that capability once they are using all of our sites. Board Member Alexander asked would we have the same capability for our people and equipment. Executive Director Edson stated in Laguna Beach they have that capability to provide that service. Executive Director Edson stated he will be going to the International Association of Chiefs Police Conference in a few days and will explore that capability and will report back.

C. Project Manager's Report – Justin Delfino

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

LTE Round 2 Highlights October 2018:

- A&E vendor expected to start work October 2018.
- Team will be lead and manage production of 40+ site drawings and value engineering efforts.
- LA-RICS Team is collaborating with MSI and AT&T for site configurations and co-location opportunities.
- ROE and Site Access Agreements.
- Bill of Materials are being generated so that the LTE Architect knows what to specify and so that LA-RICS can utilize previously stored materials for future builds.
- NEPA and CEQA approvals are required to start construction. Sites are be analyzed for the possibility of a Categorical Exemption (CX) under CEQA. The initial NEPA submittal is expected in Mid-November.

LTER2-26 Site Track

Targeted Completions by June 1st 2019

- 13 sites – Majority of this grouping is comprised of Southern California Edison properties and locations.



Targeted Completions by June 1st 2020

- 13 sites - For a total of 26 completions.

APPROVED

UASI 16 LMR – Ph.2 Builds:

1. **AGH:** Plans advancing to 100% in MSI drawing summit.
2. **BKK:** Plans are advancing to 100% in drawing summit.
3. **CCT:** Drawings at plan review, work will be complete by end of year.
4. **CRN:** Plans are still in plan check review with LA County.
5. **POM:** Plan check comments are addressed for resubmittal to JCC.
6. **SGH:** Site started construction.
7. **UNIV:** Site at risk for currently planned location on rooftop.
8. **VPK:** Ph.4a scheduled to complete in November 2018.

23 sites in total will commence Ph.4 work.

- MSI reporting quality is higher
- Recovery Schedule will be delivered that reflects the compression resulting from the drawing summit and Acceptance and Test Plan analysis.
- MSI and PNS have committed additional staffing for the upcoming work.

Board Member Alexander stated concerning UNIV is that issue due to the community? Project Manager Delfino stated it is from the building owner. The project proposal made it to the President of Universal Studios for a final decision. Unfortunately, it was only now that we learned about Universal's intention on installing a natural gas energy system on the roof of the building, which is in the same area our proposal contemplated. This news, received last week, came, as a surprise because of the ongoing work with Universal had not previously revealed such an issue. The Team is currently working on how to manage this news from a technology standpoint as well as from a funding standpoint.

The next sites on the PowerPoint presentation were listed below:

- LAN – (microwave path alignment)
- SGH – (test preformed nuclear gage to test soil density and foundation was poured)
- LA-RICSHQ – LA-RICS Headquarters – (power is terminated, and the cable installation is neat. There was an existing weather head on the roof, which eliminates the risks associated with roof penetrations.)
- MLM – (installed an FAA light for local air operations.)
- MMC – (Phase 4 activity)



- VPK – (vault set complete, valley gutter installed, new paving and new shelter completed.)

APPROVED

The next sites on the PowerPoint presentation align with the LMR 20/20/20/20 Track:

Sites were targeted start Summer 2018, however reflect the following delayed starts:

1. UCLA – Planned start 11/21/18.
2. POM – Planned start 10/9/18.
3. LA-RICSHQ - Started CX.
4. SGH – Started CX.
5. LAN – Started CX.
6. UNIV – At risk.
7. CRN – Planned start 11/9/18.

Targeted start dates for the end of Year 2018:

1. DPW038 – Planned start 10/18/18.
2. CCT – Planned start 11/21/18.
3. MIR – Planned start 1/3/19.
4. OAT – Planned start 10/22/18.
5. AGH – Planned start 12/12/18.
6. LACFDEL – Planned start 12/26/18.
7. INDWT – Planned start 12/14/18.
8. BKK – Planned start 12/28/18.

This concludes the Project Manager's Report.

Board Member Alexander asked Counsel Truc Moore if we have an answer on CRN, if it is going to be an agreement with LA-RICS and the County, or LA-RICS and the City of La Canada Flintridge? Counsel Moore stated there is an approved agreement for that site. LA-RICS is working with the designated site person for La Canada Flintridge. Board Member Alexander asked if there is a conflict or not. Counsel Moore stated the agreement has been approved and there will not be any future agreements to bring to the Board.

**(AGENDA ITEM D & E WERE TAKEN OUT OF ORDER AND PRESENTED
AFTER AGENDA ITEM F & G)**



D. Joint Operations and Technical Committee Chairs Report – Tab Rhodes

APPROVED Operations Committee Vice-Chair Tab Rhodes provided an update to the Board and stated Agenda Item K, which is a recommendation for security policies will be presented by Deputy Program Manager Tanya Roth.

In regards to our standard operating procedures policy update, the last two remaining sections are six and seven, which are quite lengthy and technical (interoperability). We have been working extensively on Fleet Mapping; we need the Fleet Mapping component to be completed before policy six and seven can be completed. Operations Committee Vice-Chair Rhodes stated the drafts are complete up until that point and we will be providing our subject matter expert for review prior to submission to the Ad-Hoc Committee.

On August 30, 2018, we had our first Fleet Mapping meeting; I would like to acknowledge Sergeant Sven Crongeyer for bringing together 15 members of the regional radio system to attend an hour and half Fleet Mapping meeting that was very productive. There was an agreement for the need for formality and consistency for Fleet Mapping and naming the various talk groups. They came up with seven suggestions and have ongoing discussions about short-term interoperability purposes and suggestions for long-term events and emergencies with prior approval, for example Rose Parade, Halloween Parade, etc. Another suggestion is ongoing pursuit of agencies whom are not members of LA-RICS and dispatcher-to-dispatcher interoperability. Agencies who consistently interoperate with other agencies, for example Inland Empire to South Bay. Once those agencies are identified and talk group names established for interoperability purposes we may find they need to keep same name, so that agencies are familiar with one another.

E. Finance Committee Report – No Report

Director Gialamas announced Alternate Board Member Geiger would be scheduling a Finance Meeting for October 25, 2018, at 1:30 p.m., to start discussions of subscriptions member rates.

VII. DISCUSSION ITEMS (F-G)

F. Outreach Update

Executive Assistant Wendy Stallworth-Tait presented Agenda Item F and highlighted certain activities from the LA-RICS Outreach Update and stated Executive Director Edson met with the Fire Chief of Vernon, representatives from the Federal Bureau of



Investigations (FBI), held a follow-up meeting with representatives from MTA and stated Executive Director Edson attended the Los Angeles Police Chief's Strategic Planning Conference. Lastly, Volume 3, Issue 11 of the Newsletter was released on October 1st.
APPROVED

Board Member John Curly thanked Executive Director Edson and Project Manager Delfino for coming out to Temecula and providing a presentation at the Police Chief's Strategic Planning Conference.

There was no further discussion.

G. PSBN Onboarding Update

Executive Assistant Stallworth-Tait presented Agenda Item G and stated onboarding continues with the installation of 1,306 routers for the Los Angeles County Sheriff's Department and the installation of 693 routers for the Los Angeles County Fire Department. The transition of PSBN sites to AT&T continues along with joint testing with various agencies to minimize any service impacts due to the transition the equipment and infrastructure to LA-RICS Member agencies.

There was no further discussion.

VIII. ADMINISTRATIVE MATTERS (H-K)

H. APPROVE AN AGREEMENT FOR ENGINEERING DESIGN AND RELATED SERVICES

Contracts Manager Jeanette Arismendez presented Agenda Item H and echoed Executive Director Edson's comment that we were able to issue an RFP and successfully negotiate an Agreement with David Evans and Associates, Inc., which is being presented at this meeting for your Board's consideration. which the Los Angeles County Department of Public Works released on behalf of the Authority for engineering design and related services. Contracts Manager Arismendez recommended the Board approve the following:

1. Find the proposed actions are exempt from the California Environmental Quality Act (CEQA) for the reasons stated in the Board letter.
2. Approve the Engineering and Design Services Agreement with David Evans and Associates, Inc., substantially similar in form to the Enclosure attached to the Board letter, with a contract term that will commence upon execution of the Agreement and continue through final acceptance of all work for Round 2 of the



PSBN Project by the Authority, for a total not-to-exceed contract amount of \$2,600,400.

APPROVED

3. Delegate authority to the Executive Director as follows:
 - a. To execute the Agreement substantially similar in form to the attached Enclosure.
 - b. To approve and execute Amendments to the Agreement that do not impact the total not-to-exceed contract amount, the term, or any terms or conditions of the Agreement, provided any such Amendments are approved as to form by Counsel to the Authority.
 - c. To issue Notices to Proceed for work contemplated in the Agreement.

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

Ayes 8: Chidester, Alexander, Nunley, Curley, Geiger, Bundesen, Gialamas and Perez

MOTION APPROVED.

I. APPROVE AMENDMENT NO. 32 FOR AGREEMENT NO. LA-RICS 008 FOR LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM PUBLIC SAFETY BROADBAND NETWORK

Contracts Manager Jeanette Arismendez presented Agenda Item I informing the Board of staff's request to seek an extension to the term of the PSBN agreement until staff is ready to present an amendment for PSBN Round 2 work, recommending the Board approve the following:

1. Approve Amendment No. 32 to Agreement No. LA-RICS 008 for the PSBN with Motorola Solutions, Inc. , in substantially similar form to the enclosure to the Board letter, which extends the Term of the Agreement for an additional thirty (30) days from November 1, 2018, until November 30, 2018, unless sooner terminated or extended in whole or in part, at no cost.
2. Delegate Authority to the Executive Director to execute an amendment to extend the term for an additional thirty (30) days, at no cost, should the need exist, to allow for the finalization of scope for the PSBN Round 2 buildout, provided such amendment is approved as to form by Counsel to the Authority.



3. Delegate Authority to the Executive Director to execute Amendment No. 32, in substantially similar form to the enclosed Amendment to the Board letter.

APPROVED

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

Ayes 8: Chidester, Alexander, Nunley, Curley, Geiger, Bundesen, Gialamas and Perez

MOTION APPROVED.

J. APPROVE AMENDMENT NO. 35 TO AGREEMENT NO. LA-RICS 007 FOR LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM – LAND MOBILE RADIO SYSTEM

Contracts Manager Jeanette Arismendez presented Agenda Item J and stated that we are still in the process of finalizing the LMR build out and design and as a result, we continue to work to reconcile the agreement. In light of the continued reconciliation, it is recommended that the Board approve the following:

1. Make the following findings:
 - a. Find that the inclusion of one (1) LMR System Site (Winding Way [WWY]) into Phase 2 (Site Construction and Site Modification), Phase 3 (Supply LMR Components), Phase 4 (LMR System Implementation), and exercising of the Unilateral Options to align with the updated LMR System Design is within the scope of the design, construction, implementation, operation and maintenance activities for the LMR System previously authorized at this site, which your Board previously found statutorily exempt from review under CEQA pursuant to Public Resources Code Section 21080.25, the exemption adopted specifically for the Los Angeles Regional Interoperable Communications System (LA-RICS) project, and any leased circuit work that may occur outside of Site WWY, if needed to provide network connectivity to the LMR System, categorically exempt under CEQA pursuant to Guidelines section 15301 (existing facilities), 15303 (new construction or conversion of small structures) and 15304 (minor alterations to land).
2. Approve Amendment No. 35 (Enclosure) to Agreement No. LA-RICS 007 for a LMR System with Motorola Solutions, Inc. (Motorola), which revises the Agreement to reflect the following:



APPROVED

- a. Reconciliation to remove one (1) LMR System Site Olinda (OLI) to align with the updated LMR System Design for a cost decrease in the amount of \$701,234.
 - b. Inclusion of one (1) LMR System Site Winding Way (WWY) into the scope of Phase 2 (Site Construction and Site Modification), Phase 3 (Supply LMR Components), Phase 4 (LMR System Implementation), and exercising the Unilateral Options of the same, to align with the updated LMR System Design for a cost increase in the amount of \$1,064,388.
 - c. Make changes necessary to incorporate LMR Change Order Modifications related to LMR System Site San Dimas (SDW) for a cost increase in the amount of \$13,115.
 - d. Make changes necessary to reflect an administrative reconciliation, a reconciliation related to the removal of certain Authority equipment, in particular an Uninterruptible Power Supply (UPS), from the Los Angeles Police Department's Valley Dispatch Center (LAPDVDC) for a cost increase in the amount of \$601.
3. Authorize an increase to the Maximum Contract Sum in the amount \$376,870 from \$297,481,203 to \$297,858,073 when considering the cost decreases and increases.
 4. Allow for the issuance of one or more Notices to Proceed for the Work contemplated in Amendment No. 35.
 5. Delegate authority to the Executive Director to execute Amendment No. 35, in substantially similar form, to the enclosed Amendment (Enclosure).

Alternate Board Member Geiger asked if grant funds exist to cover the net increase to which Contracts Manager Arismendez responded yes.

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

Ayes 8: Chidester, Alexander, Nunley, Curley, Geiger, Bundesen, Gialamas and Perez

MOTION APPROVED.



K. APPROVE THE IMPLEMENTATION OF THE LA-RICS INFORMATION TECHNOLOGY AND SECURITY PROGRAM POLICES (POLICY NOS. 027-2018 AND 028-2018)
APPROVED

Deputy Program Manager Tanya Roth presented Agenda Item K and presented on behalf of the Joint Technical and Operations Committees (Joint Committees) two security polices for board consideration. At the last board meeting in September, recommendation from staff and committees to adopt a batch of 3 security policies was approved. Deputy Program Manager Roth explained that Policy No. 024-2018: LA-RICS Information Technology Security Program, set forth a security program to ensure that Authority IT Resources are protected against all forms of unauthorized access, use, disclosure and modification.

Deputy Program Manager Roth stated this policy was the first in a series of policies, where each subsequent policy would address a specific area of IT security. The second policy previously adopted 025-2018: Use of LA-RICS Information Technology Resources focuses on the use of IT resources, holding the User accountable for ethical and responsible use of Authority IT Resources. The third policy adopted 026-2018: LA-RICS Antivirus Security Policy, enables Authority designated staff to adopt and implement Antivirus security measures as appropriate.

After explaining the security policies that have been adopted to date, Deputy Program Manger Roth explained that the 2 policies before the Board currently are intended to be part of the overarching IT security program. The Joint Committees approved both on September 25, 2018, for recommendation to the Board for consideration and both have no fiscal impact.

The first policy No. 027-2018, LA-RICS Information Technology Physical Security Policy ensures that Authority IT Resources are protected against physical tampering, damage, theft and access.

The second policy No. 028-2018, LA-RICS Information Technology Risk Assessment and Audit Compliance Policy calls for periodic performance of IT risk assessments in order to identify threats and vulnerabilities, as well as initiates audits for compliance with all LA RICS policies and procedures.

Alternate Board Member Geiger stated from discussions at the Joint Committees the proposed polices are functions of deep study by stakeholders and reflect best practices in the public safety industry as we know it today. Deputy Program Manager Roth concurred and thanked Alternate Board Member Geiger for sharing that with the larger group. She went on to explain these polices were modeled after county polices but the working groups have been diligently modifying and consolidating them so that



they are relevant to current time and applicable for LA-RICS needs. Deputy Program Manager Roth also commented on the tricky balance to make sure the policies are **APPROVED** rigid enough to ensure security while also being flexible enough to account for threats and technologies that do not yet exist.

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

Ayes 8: Chidester, Alexander, Nunley, Curley, Geiger, Bundesen, Gialamas and Perez

MOTION APPROVED.

IX. MISCELLANEOUS

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

Board Member Alexander stated there was a discussion on the proceeds with the agreement with AT&T and how those proceeds will be appropriated and does not know if this Board has had those discussions yet. Executive Director Edson stated we announced to the Board during the presentation of the Agreement that we would receive \$6 million dollars at the initial transfer of assets (PSBN Round 1); with \$3 million additionally coming once we complete the next 13 sites and another \$3 million after the last 13 sites are built. In addition, we are starting the process of obtaining the \$2.5 million for services that we have included in the same Agreement for swapping of PSBN devices. A portion of the initial \$6 million has been identified for our non-grant funded / administrative cost, and is currently deposited in a specified account and controlled by the Los Angeles County Auditor-Controller. Board Member Alexander stated his concern is the debit to the county and insuring how we will address it and whether a portion of the AT&T Agreement revenue would be utilized to pay for a portion of that debt. Executive Director Edson stated this would be discussed at the next Finance Committee Meeting. Alternate Board Member Gialamas stated those discussions will then subsequently be brought to the Board by the Finance Committee Chair.

XI. CLOSED SESSION REPORT - NONE

XII. ADJOURNMENT and NEXT MEETING:



The Board meeting adjourned at 9:58 a.m., and the next meeting will be held on Thursday, November 1, 2018, 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.

APPROVED