



# Board of Directors MEETING MINUTES

## LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

October 3, 2013

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

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### Board Members Present:

**William "Bill" T Fujioka Chair**, CEO, County of Los Angeles  
**Brian Cummings**, Fire Chief, City of Los Angeles Fire Department  
**Gerry F. Miller**, Chief Legislative Analyst, City of Los Angeles  
**Daryl L. Osby**, Fire Chief, County of Los Angeles  
**Bill Walker**, Fire Chief, City of Beverly Hills, representing the Los Angeles Area Fire Chiefs Association  
**Mark R. Alexander**, City Manager, City of La Cañada Flintridge, representing the Contract Cities Association  
**LeRoy J. Jackson**, City Manager, City of Torrance, representing At Large Seat  
**Donald "Don" Pedersen**, Police Chief, City of Culver City, representing At Large Seat  
**Gregory "Greg" L. Simay**, Assistant General Manager, City of Burbank Water & Power, representing At Large Seat

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### Representatives For Board Members Present:

**David Betkey**, representing, Leroy "Lee" D. Baca, for the County of Los Angeles Sheriff Department  
**Cathy Chidester**, representing Dr. Mitchell H. Katz, for the County of Los Angeles Department of Health Services  
**Nancy L. Ramirez**, representing Steven K. "Steve" Zipperman, for the Los Angeles School Police Department  
**Derek Webster**, representing Kim Raney, City of Covina, At Large Seat

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### Officers Present:

**Pat Mallon**, LA-RICS Executive Director  
**Patricia Saucedo**, Board Secretary

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### Absent:

**Miguel Santana**, CAO, City of Los Angeles  
**Charles "Charlie" L. Beck**, Vice Chair, Police Chief, City of Los Angeles  
**Reginald "Reggie" Harrison**, Deputy City Manager, City of Long Beach  
**Scott Pickwith**, Police Chief, City of La Verne, representing the Los Angeles County Police Chiefs Association  
**Wendy L. Watanabe**, Auditor-Controller, County of Los Angeles  
**Mark J. Saladino**, Treasurer and Tax Collector, County of Los Angeles



**I. CALL TO ORDER**

**II. ANNOUNCE QUORUM – Roll Call**

Chair Fujioka began the meeting promptly at 9:00 a.m., and acknowledged that a quorum was present.

**III.**

**IV. APPROVAL OF MINUTES – (1)**

1. September 5, 2013 – Regular Meeting Minutes. **MOTION APPROVED.**

**V. CONSENT CALENDAR – (None)**

**VI. REPORTS – (2–5)**

2. Committee Reports

a. Finance Committee – Stephen Sotomayor

Stephen Sotomayor, Chair of Finance Committee, stated the Finance Committee held a regular meeting and a special meeting since the last JPA meeting and recommends that the JPA accept services to assist the Finance Committee in developing a Funding Plan. This item will be discussed at a later point during the meeting.

b. Legislative Committee – Daryl Osby

Daryl Osby, Chair of Legislative Committee, provided an update at the September 5th meeting and had no new information to report today. The next Legislative Committee meeting is scheduled for October 16, 2013.

c. Operations Committee – No Report

d. Technical Committee – No Report

3. Director's Report – Pat Mallon

Executive Director Pat Mallon provided an update on the LTE Project. Proposals are due today at 2:00 p.m. The due date was delayed one week due to the number of questions relative to the RFP. In the interest of providing a sufficient period for the proposers to respond the proposal response time was extended by a week. We have a full team of Evaluators and they will begin that process this coming Monday (October 7, 2013).

Regarding the LMR Project, a Notice to Proceed was issued to Motorola for the Land Mobile Radio System. Motorola is aggressively pursuing site visits to develop the Project Descriptions. These descriptions are a critical element in the development of the CEQA analysis. An additional Notice to Proceed was issued for the acquisition of equipment approved by the Board on August 15, 2013. It was issued pursuant to the approval of a Sub-recipient Agreement by the Los Angeles City Council on Friday, September 27, 2013. Delivery of those items will be completed by December 31, 2013, and we will fully expend the UASI '09 Grant allocation.

Site Access Agreements were sent to the City Managers of cities that have LMR and/or LTE sites with a request that they begin their review process. We've met with several City Managers and City Attorneys, and we anticipate being able to complete those meetings within the next few



weeks. The main question that has been asked is the cost of participation, and that will be discussed as part of the Funding Plan today.

We are also pursuing the assistance of an experienced firm to help develop a public outreach strategy for any public meetings that might be necessary as part of this site access process. That will be addressed as part of agenda Item 7.

Mr. Fujioka has selected three Board Members to serve on the Oversight Committee. They are Mr. Harrison from Long Beach; Mr. Miller from the City of Los Angeles; and, Mr. Fujioka. These members may appoint an alternate to ease the scheduling restrictions. I am hoping to be able to coordinate a meeting with that committee before the end of next week.

4. Project Manager's Report – Pat Mallon

Executive Director Pat Mallon stated that the Jacobs report is included for your review.

Next month we will be including a status report from the LMR Contractor that will cover a progress update of the prior month.

Chairman Fujioka requested a response on a question raised by Chief Walker for a copy of the updated Site Maps for LMR and LTE towers. Pat Mallon stated that there are 232 LTE sites and we will provide a list to all Board Members by the end of the day. As part of the LTE process, in the initial one to two months, whoever the vendor is for that system will actually be going out and looking at each site and determining where on each site the best location is for that antenna. We do have to take into consideration the proximity on the location so that, as an example, if the site has open fields next to it, that could create a biological condition. We need to make sure that the contractor stays away from that. Chairman Fujioka stated, we've had a number of meetings with Cities within our County, if you can give us an update on how those meetings are going and how we're progressing. Pat Mallon stated, so far we've met with almost 20 City Managers and their staff and as mentioned earlier. Their interest is in what the cost is and what their level of commitment will be. More specifically they want to know if they move forward with a site access agreement, are they buying into a huge financial commitment, and what is the timeline for the Site Access Agreements. I have informed them that, as part of the site access agreement approval process, each City has to have some form of a CEQA finding and that there may need to be coordination with the Authority re this finding.

On the LMR System, it's a little more complicated because of the CEQA process, so we very well might end up having separate site access agreements for the LTE and the LMR sites. The other issue that comes up repeatedly is participation and we'll be addressing this during the funding plan. The question is also asked if they have to be a member of the Authority. And if they are a member of the Authority, do they have to participate in both systems, as opposed to one. So as we move through the funding plan process, we anticipate there will be a number of additional meetings with City Managers and/or their representatives. We will be submitting a questionnaire to each of the Authority Members asking for input into what metrics they feel should be included with the funding plan.



Chairman Fujioka stated it's apparent that we don't have consistent and standard information available to our member cities. Because of issues that have been raised that really aren't issues, it's based on either the lack of information or just flat out misinformation. So what I've asked Pat to do, is to share with all of our members of this Authority a Fact Sheet that has questions and answers of basic facts associated with the project, so that all of our cities in L.A. County are operating on the same page. So we'll be getting that together over the next few weeks. We'll get it out to all Authority Members, just so we can get it out there. We know that a lot of you represent different agencies, but when we walk into one city, the biggest question is, how are we going to pay for this? And they have to understand that, where we are right now is different than what they remember four years ago and it's not going to cost what we previously expected. So we have to address it, and the best way to do so is with very solid information that we'll share with everyone.

Board Member Jackson asked for an update on questions that the City of Torrance provided on specific language of the agreement. Pat Mallon stated we met with the City of Torrance, and we have received a red-lined copy of the draft agreement. Rather than start with a blank piece of paper, and then try to negotiate forty or fifty different agreements, we put out a template. We've received some very good input from the City of Torrance. There were a couple of others Cities that provided feedback and we'll be getting back in contact with your City staff, to get some kind of agreement on those.

Board Member Jackson asked a question regarding the CEQA procedure. Truc Moore, Counsel of the Authority, addressed this matter stating, as we move forward in finalizing various site access agreements we will work with the cities to help them facilitate the process through CEQA.

Board Member Simay asked a question that the JPA Counsel will need to look into. When the JPA was established we were just thinking LMR with a very modest data component. Then the opportunity came for a starter system on the LTE. Would an option to separate membership require change to the JPA? And, would that change require approval by the various City Councils that approved the original agreement? It is a question of what would be required if that is the direction they want to go. What mechanics would be involved. Chairman Fujioka requested a report back.

Amanda Drukker, Counsel of the Authority, stated, we are looking at that and will report back. Board Member Simay added, "I think it would be helpful if the cities had some idea of what the initial system would be capable of doing for them, and how this could be a topic for the funding plan.

Board Member Jackson stated, a question keeps coming up as to how the system itself will interface with the LTE system? Pat Mallon stated, in the initial roll out, it would be similar to what you currently use today for your data stream to your police and fire units. They typically have an air card that is connected in the trunk of their car that allows them to hook to the dispatch system. This would provide as a replacement of that. Instead of subscribing through Verizon or AT&T or one of the commercial networks, you could subscribe through the LA-RICS System and get the same level of service. As the system and devices continue to be rolled out, it could expand to where your police and fire units use a single radio with both critical voice and data. Board Member Jackson stated, "And, as we go forward, we'll have a comparison of our current provider



verses this provider, as to its reliability and capability?" Pat Mallon stated, "we are also looking at some roaming agreements as part of this system so that, if we move outside of an area where we've got robust LA-RICS coverage, users could roam into a commercial network to make up the lost coverage."

5. Grant Status Report – Pat Mallon

Executive Director Pat Mallon stated agenda Item 5 is the Grant Status Report. The City Council from Los Angeles approved the '09 Sub-recipient Agreement for UASI Funds. We have issued a NTP to Motorola to fully use those funds. Also, as reported at your last meeting, the LA City Grants Administrator advised that FEMA is not supportive of an extension of the UASI '10 funds and it is now set to expire on March 31, 2014. We have developed options that should fully expend these funds before that date and we will be bringing that back to your Board for action at your November meeting.

Board Member Jackson asked, if the Federal closure has any impact on the Grant Funds? Pat Mallon stated, "No, we can continue moving forward with our activities without any interruption. What could result, if there is protracted delay in Washington DC, would be the delay in the reimbursement process. But, we don't anticipate any significant invoices to be delivered with the next 60 to 90 days."

**VII. DISCUSSION ITEMS (None)**

**VIII. ADMINISTRATIVE MATTERS (6–9)**

6. Acceptance of Service Contributed by the County of Los Angeles – Funding Plan

- a. It is recommended that your Board accept the contribution from the County of Los Angeles of the service of PMC, an independent consultant, for development of the LA-RICS funding plan.

Executive Director Pat Mallon stated that agenda Item 6 is the acceptance of services contributed by the County of Los Angeles for the development of a funding plan. The County provided the names of contractors some of which the Finance Committee interviewed. The Finance Committee approved the development of a scope statement in September 2013, which is attachment A to Item 6. This firm will help develop a project based research, that will include consideration of stake holders' decision making processes, development of a fair share cost allocation, a financing plan, and attendance to some meetings, as I previously reported. The County will be contributing a not to exceed budget of \$409,560 for this effort.

A motion was made by Member Simay, seconded by Member Jackson, hearing no objections.

**MOTION APPROVED.**



7. Jacobs' Amendment #7 – Pat Mallon

Authorize the Executive Director to execute a contract amendment with Jacobs, substantially similar to the attached form, to:

- a. Separate the Scope of Work into two separate projects, defined as the Land Mobile Radio (LMR) System project and the Long Term Evolution (LTE) System project; and,
- b. Increase the maximum contract sum of by \$4,889,427, to include new scope of work.

Executive Director Mallon stated agenda Item 7 is to amend the Jacob's Project Management contract. As you might recall, the Jacob's team was brought on board in March 2012. Since that time, there have been a number of changes that have occurred due to the impact of H.R. 3630. With the cancellation of our second procurement we've pulled some hours forward from future phases into Phase 0. An example of this is the frequency study completed to analyze if we could build entirely on the 700 and 800 MHz spectrum. Amendment number 3 was approved by the Board for the development of the third RFP for the LMR System. Since that time, we now have the contract in place with Motorola. There is an extension of time of about 18 months. We are also including an allowance for environmental services because before construction at each site we have to do a site inspection so that we're not impacting any biological issues. And there is also an allocation for the development of a public outreach program. The maximum contract increase will be \$4,889,427. Chairman Fujioka asked "What time period is the amendment for?" Pat Mallon stated, this will be for a total of 17 months. The original contract was for four years, we've lost a year and a half. Board Member Jackson asked if we have the funding available for this. Pat Mallon stated, this would be through the SHSGP and UASI funds. Board Member Jackson asked, and how much of our grant funds is consumed then, for this purpose as compared to the actual build out? Pat Mallon stated, their total contract value would be \$27,307,585, for both projects. The LMR system total contract is \$280 million. And we don't know what the proposal prices are for the LTE system yet. Board Member Jackson asked, how will you split the contract, in essence? Pat Mallon stated, it's pretty close to 50/50, although there is a significant level of effort on the LTE system because we're building 232 sites within the next 20 months. . After August 15, 2015, it will be entirely for the LMR system. Some of the funds for the Project Management are covered under the BTOP Grant, and some of them are covered under the UASI and SHSGP for the LMR side.

**MOTION APPROVED.**

8. Election of At-Large Members – Pat Mallon

It is recommended that your Board either:

- a. Temporarily suspend Section 3.01 of the Authority's Bylaws and extend the term of the current At-Large Director and Alternate Director seats to June 5, 2014 to allow for continued consistency in the make-up of the Authority's Board to address and complete the LTE procurement and related issues for a Funding Plan;

OR,



- b. Announce that the Board meeting to be held on April 3, 2014 as date on which the mail-in ballot election of the At-Large Director and Alternate Director seats shall be conducted.

Executive Director Pat Mallon stated agenda Item 8 is regarding election of the At-Large Board Members. The last action by this Board was to look into an election at the April 3, 2014 meeting. In order to meet the six-month notice requirement, we need to begin that process today. Or, in the interest of having consistency of Board Members through the execution of the LTE contract, an alternative would be to extend the elections for an additional three months to allow the existing Board, who has been through the procurement process, to remain in place until we have the LTE contract executed.

Chairman Fujioka stated, I think given where we're at and the need for consistency, that we have that minor extension. Having the same people with us through the last couple of years, who understand what we are trying to do would be important. And, so the extension would be for how many months? Pat Mallon stated, three more months.

Board Member Alexander stated, for clarification, I'm wondering if recommendation 8a is necessary. My recollection was that at one point this Board had adopted a motion and it basically said that the membership would continue until replacements were selected. So do we need to suspend the Bylaws, if that's already in place? Amanda Drukker stated, at one point this Board adopted a motion. But, we've taken interim steps to suspend the Bylaws to a specific date since that motion. But the Board could adopt a motion today that suspended the Bylaws until replacements were selected, if that is what the Board wanted to do.

Board Member Alexander stated, I think it is probably reasonable to have a date so that we are always looking at this issue, but maybe three months isn't long enough. Maybe we ought to be looking at something a little further down the line. Chairman stated, I will entertain an amended motion if you would like.

Board Member Simay stated, from the point of view from the Project Management when would we be through some of the most critical phases so that if there was a significant transition, you wouldn't be putting the newbies right in the middle of a lot of decisions that would require a lot of familiarity. Operationally when would, assuming the schedule continues as planned? Pat Mallon stated, we feel that by June 2013, we should have an executed contract for the LTE System. That seems to be the critical nature where bringing some new board members up to speed would create some lack of consistency. That's why we selected the June date. But it's clearly, your Board's discretion. We do need to set the election date six months ahead of time. So, as Mr. Alexander was suggesting, we could just bring this item back in December. Board Member Alexander stated, inevitably there are delays, and after implementation hopefully by June there may be some residual issues that need to be dealt with by experienced Board Members, may I suggest maybe a year instead of June? Pat Mallon stated, we would be bringing this item back to you a year from today, to establish an election for April 2015.

Chairman Fujioka stated, so extend a contract (the Bylaws) through October 2014. Amanda Drukker stated, I think Mr. Alexander is suggesting through April 2015. Pat Mallon stated whenever your Board meeting is in April 2015. Chairman Fujioka stated, okay, April 2015. Pat Mallon stated, we would be bringing the matter back to you on October 2014, for action of establishment for Election in April 2015. Chairman Fujioka stated, okay, well make your motion and we will have a discussion or we'll move it. Board Member Alexander stated, I move that we temporarily suspend Section 3.01 of the Authority's Bylaws and extend the term of the current At-Large Directors and Alternate Director's seats to this Board's regular meeting in April 2015, to allow for continued consistency in the make-up of the Authority's Board to address and complete the LTE procurement and related issues for a funding plan. Chairman Fujioka stated, okay, we



have an amended motion on the table. Is there a second? The motion was seconded by Daryl Osby. Board Members Simay Jackson abstained from this motion.

Temporarily suspend Section 3.01 of the Authority's Bylaws and extend the term of the current At-Large Director and Alternate Director seats to this Board's regular meeting in April 2015 to allow for continued consistency in the make-up of the Authority's Board to address and complete the LTE procurement and related issues for a Funding Plan.

**MOTION APPROVED AS AMENDED.**

9. California Joint Powers Insurance Authority – Pat Mallon  
It is recommended that your Board:

Designate a Board Member to serve as the appointee to represent the Authority on the California Joint Powers Insurance Authority (CJPIA) and the Executive Director to serve as the alternate appointee, all in accordance with the provisions of Article 7 of the CJPIA.

Executive Director Pat Mallon stated, the Joint Powers Insurance Authority in complying with their requirements for participation, the CJPIA is asking this Board to identify a member of the Board to sit as representative on the CJPIA for the LA-RICS Authority, as well as to identify an Alternate appointee staff suggested that I be the alternate appointee. We are requesting your designation of an Authority member to sit as a LA-RICS Representative for the CJPIA. Chairman Fujioka asked the Board Members, if there any volunteers who would like to assume this responsibility? Board Member Alexander stated, Mr. Chair, if there is no one else interested, I have an established relationship with the same CJPIA, and would be happy to represent the Board in that capacity. Chairman Fujioka stated, okay. We have a motion, designating Mark Alexander to be our representative.

**MOTION APPROVED**

- IX. CLOSED SESSION REPORT – (None)**
- X. MISCELLANEOUS – (None)**
- XI. PUBLIC COMMENTS**
- XII. ITEMS FOR FUTURE DISCUSSION AND/OR ACTION BY THE BOARD**
  - 10. Project Funding
  - 11. Project Risk Controls
- XIII. ADJOURNMENT**

Chair Fujioka stated our next meeting is scheduled for November 7, 2013, at 9:00 a.m. at this facility.

Board Member Pedersen asked, Mr. Chair, one thing, if I could just verify. I think I heard that the Fact Sheet would take about two to three weeks? Is that right? Pat Mallon stated, we will be using, with the approval of agenda Item 7, a public outreach firm. The Fact Sheet will be there first task. Board Member Pedersen stated, on behalf of the independent cities, not only is there a lack of information, but the misinformation that the Chair alluded to is rampant. And we need to get on that as soon as possible, I believe. Chairman Fujioka stated we are going to get a draft prepared this week, by mid next week, I



want the draft sent out to all the Board Members to make sure we are comfortable with it, once we have your approval were going to get it out to all the Cities. And I'll sent it out to the City Managers, and then to our Police and Fire Associations and ask you to send it out the Head of those Associations and to the Fire and Police Chiefs in the County. So we take the administrative side by sending it through their peers. I am sensitive to that, because I have heard a couple of things and I'll go to an event and someone will walk up to me, a peer and will say Bill I've heard this. I respond, no that's not true. So it begs for more consistent information.

Board Member Jackson stated, I would really like also to have a discussion on how the cell system of the data system will work for the users, the end users. Just what comes out of the system for the end users, and what they have to do in order to interface with that. You have mentioned the cards, and other things. I'd like to see more explanation particularly in emergency situations of how it will work? Pat Mallon stated, certainly, we will have our Consultant, Televate, come to the next meeting to make a presentation to you to give you a class in LTE 101. Chairman Fujioka stated, ideally, what I think we should do at this juncture, because we have a major milestone getting the contract into place. We'll have the first Fact Sheet, but subsequently, we should agree on a timeline to send regular reports out, that should include our progress, where we're at, what we're doing in DC or locally. And we send it out again, to the three entities, the City Managers, the Police Chiefs, the Fire Chiefs. So they are used to seeing something on a regularly scheduled basis. And we can talk about how frequent that would be. Its labor intensive and it may involve in the need for additional resources to do that. But communication, at this point, is paramount. So we deal with the labor requirements, but we will get the information out. I think it would be extremely important and very, very well received.

Chair Fujioka stated, if there is nothing else, this meeting is adjourned.