REGULAR JOINT COMMITTEE MEETING
OPERATIONS & TECHNICAL MINUTES

LOS ANGELES REGIONAL
INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

August 25, 2015
LA-RICS – Large Conference Room
2525 Corporate Place, Suite 200, Monterey Park, CA 91754

Operations Committee Members Present:

Mehrdad Larijaniha, City of Los Angeles, CAO
Kevin Nida, City of Los Angeles, Fire Department
Sean Fox, City of Los Angeles, Police Department
Ted Pao, County of Los Angeles, CEO
Chris Bundesen, County of Los Angeles, Fire Department
Scott Edson, County of Los Angeles, Sheriff's Department
Cathy Chidester, County of Los Angeles DHS/EMS
Chris Donovan, Los Angeles Area Fire Chiefs Association
Paul Cooper, Los Angeles County Police Chiefs Association
Darrell George, California Contract Cities Association
Paul Villalobos, At Large #4/City of Monterey Park, Police Department

Operations Committee Alternate Members Present:

Martin Enriquez, City of Los Angeles, Fire Department
Cheryl Banares, City of Los Angeles, Chief Legislative Analyst Office
George Sandoval, Los Angeles School Police Department

Technical Committee Members Present:

Mehrdad Larijaniha, City of Los Angeles, CAO
Kevin Nida, City of Los Angeles, Fire Department
Tri Nguyen, City of Los Angeles, Police Department
Ted Pao, County of Los Angeles, CEO
Scott England, County of Los Angeles, Fire Department
Alex Radovic, County of Los Angeles, Sheriff's Department
Jose Betance, County of Los Angeles DHS/EMS
Steven Page, Los Angeles Area Fire Chiefs Association
Steve Hronek, Los Angeles County Police Chiefs Association
Elliot Kase, At Large #4/City of Alhambra, Police Department

Technical Committee Alternate Members Present:

Martin Enriquez, City of Los Angeles, Fire Department
Cheryl Banares, City of Los Angeles, Chief Legislative Analyst Office
George Sandoval, Los Angeles School Police Department

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Absent:

Matias Farfan, City of Los Angeles, Chief Legislative Analyst Office
Jose Santome, Los Angeles School Police Department
Phil Wagner, California Contract Cities Association

Officers Present:

Patrick Mallon, LA-RICS Executive Director
Susy Orellana-Curtiss, LA-RICS Project Team

I.   CALL TO ORDER

Operations Committee Chairman Scott Edson called the meeting to order.

II.   ANNOUNCE QUORUM – Roll Call

Commander Scott Edson and Technical Committee Chairman Kevin Nida took roll call for each Committee with both having reached quorum.

III.   APPROVAL OF MINUTES (A)

A.   January 13, 2015 – Special Meeting Minutes

Committee Member Mehrdad Larijaniha called the first, Committee Member Steve Hronek called the 2nd.

MOTION APPROVED.

IV.   REPORTS (B)

B.   Director's Report – Pat Mallon

Director Mallon reported that a few more member cities opted-out since the last committee meeting. The Board of Directors has requested a review of the funding plan options and asked to have a recommended alternative funding plan. There is an Ad Hoc Finance Committee which is comprised of representatives from the city, county and independent cities. The hope is to be able to provide the Board with a draft document for review at the September meeting, with final approval in October. This will then give member cities at least 45 days to review.

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In regards to the LTE Project, Executive Director Mallon stated that the deadline for the BTOP grant of September 30, 2015, is fast approaching. As of this date, there are 41 sites completed; 21 under construction and 2 more sites to start construction. LAPD Pacific Station is back into the mix as it had been previously removed. Approval was needed from NTIA and a letter was sent to NTIA providing them with a status report of the site. This site is 40 percent complete right now, that will give us a total of 79 sites; 78 of which are LTE sites, including 15 Cell on Wheels (COW). With the Corrective Action Plan that was submitted and approved around May 1st, the deployment includes 15 COWs. Deployment of those 15 COW sites includes 3 at County sites: one at Sheriff's STARS Center in Whittier and the other two are located in Antelope Valley. There are 2 CHP sites and 10 Southern California Edison sites located throughout the region. The aforementioned sites should be completed by the end of September.

In regards to the LMR Project Director Mallon reported that the final designs are on hold. The City of LA requested to review the coverage with some alternatives to be proposed by Motorola. The City received the recommendation a couple of weeks ago and we hope to have an answer back from them within the next week.

The Environmental Impact Report (EIR) is pending completion and will be ready to release for comments as well as some documentations that need to be submitted to FEMA in compliance with the National Environmental Policy Act (NEPA). We are hopeful that FEMA will issue a Problematic Environmental Assessment Report which allows construction on those sites. There has been an exchange of information with some consultants on this issue and will be submitting it to FEMA.

In regards to the Grant Status, the BTOP grant expires on September 30, 2015. Due to the reduction in the number of sites, NTIA reduced the grant funds from $154.6M to $117M, which is creating a challenge in getting the project closed-out within the adjusted grant amount.

In-kind and cash matches are reduced from almost 29 percent to 15.05 percent.

For the LMR grants, there are still funds remaining under UASI 2011, 2012 and 2013. UASI 2014 and 2015 funds are pending action by the UASI Authority.

V. **NEW BUSINESS (C-F)** – Rick Burke, Televate

For details of his presentation, please refer to the attached document. (Attachment 1)

C. PSBN Status

Please refer to attached document presented by Rick Burke.

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D.   Security Planning

Mr. Burke stated that a security policy is necessary to ensure secured flow of information between all member-users of the PSBN and to establish a governance structure.

Mr. Burke stated that LA-RICS and the PSBN have to comply with NPSTC defined security requirements. A comprehensive statement of requirements was developed over the years regarding security of the network and LA-RICS has to comply with it.

He recommended that the Operations & Technical Committees consider nominating an Acting Security Officer to lead a one month effort to propose a governance structure and draft security policies for committee consideration. The goal is to complete the proposed security program plan and policies by September 30, 2015 and present it to the committees at their next meeting.

He also recommended the development of a Public Key Infrastructure (PKI) approach and vendor relationship. Mr. Burke stated that PKI is the common practice within the information technology environment to protect the security of the data. This certificate is assigned to various applications and communications and authenticated through a Certificate Administrator. There are three options they were proposed;

➢ Deploy a PKI and have LA-RICS become its own certification of authorization. This option is expensive and takes a great deal of time.

➢ Contract with a certified Certificate Administrator for hosted PKI services, which is also costly to maintain.

➢ Partner with the LA County Sheriff's Department and leverage their vendor contract. The complexity of procurement is low and the price is more economical than the other two options.

E.   Another particular component of the PKI required from Motorola is an OMA-DM certificate due to the pending provisioning of devices needed now. Operational / Training Planning

Mr. Burke stated that a comprehensive training program was established through the contract with Motorola. It will give users, executives and potential users within the organizations the ability to operate the network. There is a one year warranty/maintenance period with Motorola that can be extended annually

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beyond that for the next 5 years. LA-RICS does have the option to take over operations of the network.

F.   Agency Onboarding Planning

Onboarding and device management approach is a shared responsibility between LA-RICS and its member agencies regarding how devices will be activated and maintained locally and supported by LA-RICS and through the Motorola contract.

Procurement of devices through the RFSQ process will provide us the ability to purchase devices.

Communication with member agencies regarding the type of devices they need is necessary. LA-RICS will provide assistance via a 24/7/365 service desk support. In order to establish a line of communication, we should identify IT contact of all member agencies to get them onboard to the network.

A question was raised by Committee Member (CM) Larijaniha regarding who would be considered for the Network Security Officer and Rick Burke responded by stating that a Network Security Officer or a CIO who would lead the committee in developing the governance program, should be chosen, preferably from within the member organization.

Rick Burke recommended to have a member of the committee work side by side with them and come back to the Operations and Technical Committees with plans for each item; training, PKI and security.

Chair Edson asked Rick Burke on the PKI options for LA-RICS, what is the substantial lift between Option 2 and 3 as it relates to LASD resources.

Rick Burke responded it does not use much of the County resources. The County vendor allows LA-RICS to "piggy back" on the County's existing contract and will reduce the costs to LA-RICS and its members. He added that it is a viable approach.

Chair Edson commented that nominating LASD Data Security in conjunction with working with County CIO Data Security to resolve Item C & D and move forward with exploring Option 3 for the PKI's would also cover C & D. In reference to item F, LASD CJIS/CLETS teams can work with this committee and identify IT contacts, so that it would solve C, D & E but of course contingent upon talking to data security staff and making sure that it is not a larger overhead than we all think it is. That would be my motion to go ahead and move forward with that.

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CM Mehrdad Larijaniha added that it is a good idea to have a work group with key members of County and LA City CIO to make sure that there are no discrepancies between the policies and procedures as we go forward.

Chair Edson agreed with CM Mehrdad Larijaniha's suggestion and asked him to provide contacts.

CM Mehrdard Larijaniha asked Jim Hardimon if there would be proprietary functionality, he responded no.

Chair Edson said he is concerned about provisioning. He said he wants to make sure that all devices in the network belong to public safety users only and their profile would not be given out to any third party users. Rick Burke agreed.

Chair Nida stated it would be a good idea to go with the working group. It would also be a good idea to go on consensus or we can make a motion. We will then push out a document to staff members, specifically on what we need for Items C,D & F and then solicit volunteers for the deadline and that way we will get the opportunity to take the information back to our respective agencies to see what kind of participation is available and report back to the members. That way, it's transparent and we will have as many people as needed to bring the information back to each member agency.

Rick Burke responded to Chair Edson's question on the timeline of completion, and stated two weeks will be good in order to meet the grants requirement.

VI.   ACTION ITEM (G)

G.   **REVIEW THE DRAFT MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN ICIS AND LA-RICS AND MAKE RECOMMENDATIONS TO THE BOARD.**

Discussion of Agenda Item G - Enclosure 2 – Draft MOU between LA-RICS and ICIS

Paragraph #1 - Chair Edson moved the option to accept as edited and Committee Member Larijaniha as seconded.

Paragraph #2 - The Committees agreed to table this section for now. Chris Odenthal commented that they had a meeting with Jim Hardimon and his team, who is the contractor for both LA-RICS and ICIS. They discussed what would be the appropriate manner to interconnect both systems. He said that there are a variety of different options, but the Inter-Subsystem Interface (ISSI) was the

appropriate path to interconnect the two systems together. It also meets the requirements and goals of LA-RICS. (See Attachment 2)

CM Chris Donovan commented that the MOU provides the framework for a working relationship between LA-RICS and ICIS. He added it provides both organizations the opportunity to develop a system of systems.

CM Alex Radovic asked Chris Donovan if an MOU is necessary or just a document which outlines an integration plan. He responded that based on the feedback he gathered an MOU would be the best.

Ray Edey commented that the sole purpose of this MOU is to establish the working group for the Technical Committee. He added that the MOU has something to do with the freezing of UASI 2014 and 2015 funds for interoperable communications. He said Judge Bonner recommended that we proceed with the MOU.

CM Steve Hronek said that the MOU is the policy piece between the two organizations to iron out all the technical and voting issues.

Vice Chair Paul Cooper said that this is the framework for both entities to play in the same sandbox together. We should not be bogged down with all the technicalities of what the two organizations can do. He said the working group would just extend out that amount of time and would hold the funding which would support LA-RICS and ICIS.

Chair Nida reiterated that a Technical Working Group would be established to work out all these issues. He said the Operations and Technical Committees are advisory and if we don't come to a consensus today this document will still go to the Board and they will make a decision on it.

Paragraph #3 was accepted by the Committee. No comments were made.

Paragraph #4 was accepted by the Committee. No comments were made.

Paragraph #5 - Chair Edson said this section will be tabled at this time.

Paragraph #6 was accepted by the Committees. No comments were made.

Paragraph #7 – Chair Edson said that this section will be tabled at this time.

In regards to Paragraph 7, Ted Pao said that this is purely an MOU to interconnect the two systems. He did not see any value having the statement included in the MOU.

Chair Edson asked what the "system of like systems." CM Steve Hronek responded that it's a bunch of cities having individual systems and linking them together to the master system that are of like technology.

Paragraph #8 The Committee has deferred this section to the Legal Team for their review. Susy Orellana-Curtiss stated that some comments arose when this item was presented to the Legislative Committee. It was stated that any correlation between this MOU dictating or guiding how funding would occur was not really the purpose of the MOU. This should not a vehicle to dictate how funding will be distributed.

Paragraph #9 – The Committee has agreed that this section will be tabled at this time.

Sgt. Al Ortega said that it is the same as Paragraph #2. The Committees agreed.

Ted Pao said we have already procured the ISSI connection. We have already committed to connecting to ICIS, and it is already in the contract.

Chair Nida said if we look at paragraph 8. Is this the key to the whole thing? How the funding will be decided by the UASI Board. They want us to develop the MOU so we can work together and have something on paper moving forward.

Paragraph #10 The Committee has agreed that this section be tabled at this time.

Chair Edson asked who added Paragraph 10 to the MOU? Ray Edey responded they did. He stated the feedback inserted here from ICIS came out as the product after it had gone to the lawyers and Board Members. There was a concern expressed about the difference in loading capacity between LA-RICS and ICIS and the desire that it can actually come after the fact as the product of the joint task force. It was a concern of operating on each other's systems and a matter of routine.

Chair Edson asked if that statement will help or hurt other items that were tabled regarding loading, like sections 2 and 9.

Paragraph #11a. The Committee has agreed that this section will be tabled at this time. Steve Hronek said this section possibly conflicts with other paragraphs in the MOU.

Paragraph #11b. The Committee has agreed that this section will be tabled at this time. Ted Pao preferred the staff review and do minor edits.

Paragraph #11c. The Committee has agreed to defer this section to the Legal Team for their review.

Paragraph #11d. The Committee has agreed to put this section to the table at this time. John Lenihan stated that this paragraph needs operational input.

Chair Edson stated based on John Lenihan's comment, maybe we double the number of representatives, so we can have 50/50 Technical and Operational, and we refer to Legal on the last point about the committee being advisory to UASI.

Ray Edey asked if it is necessary to double the number of representatives.

Chair Edson changed the number of representatives to 2 for Technical and 2 for Operational.

Paragraph #11e. The Committee has agreed to defer this section to the Legal Team for their review.

Paragraph #11f. The Committee has agreed to defer this section to the Legal Team for their review.

Paragraph #11g. The Committee has agreed to defer this section to the Legal Team for their review. Chair Edson said that sections 11e to 11g are contingent upon each other. We can't really call out Judge Bonner or make those approvals without legal discussions. He suggested the Legal Team figure out who approves what and the aspect that it is.

CM George Sandoval made a point that the last sentence of section 11b should be deferred for legal review. Chair Edson agreed.

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Chair Edson asked for a motion to accept that all items that were discussed. Mehrdad Larijaniha called the first motion and Sean Fox made the second.

VII.   ADMINISTRATIVE MATTERS – (None)

VIII.   MISCELLANEOUS – (None)

IX.   PUBLIC COMMENTS – (None)

X.   ITEMS FOR FUTURE DISCUSSION AND/OR ACTION BY THE BOARD – (None)

XI.   ADJOURNMENT AND NEXT MEETING.

Motion to adjourn was called by Chair Edson. MOTION WAS APPROVED.

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