



BOARD OF DIRECTORS REGULAR MEETING MINUTES

LOS ANGELES REGIONAL
INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

Thursday, December 1, 2022 • 9:00 a.m.
Conducted via Microsoft Teams Meeting

BOARD MEMBERS PRESENT

Richard Tadeo, Director, EMS Agency, County of Los Angeles Department of Health Services

Mark R. Alexander, City Manager, California Contract Cities Association

David Povero, Police Chief, City of Covina Police Department

Mark Fronterotta, Police Chief, City of Inglewood Police Department

ALTERNATES FOR BOARD MEMBERS PRESENT

Leslie Luke, Director, Office of Emergency Management, County of Los Angeles Chief Executive Office

Eleni Pappas, Alternate Vice-Chair, Deputy Fire Chief, County of Los Angeles Fire Department

Brian Yanagi, Alternate Chair, Chief, County of Los Angeles Sheriff's Department

Tom Jacobs, Lieutenant, Los Angeles County Police Chief's Association

OFFICERS PRESENT

Scott Edson, LA-RICS Executive Director

Susy Orellana-Curtiss, LA-RICS Administrative Deputy

BOARD MEMBERS ABSENT / VACANT

Phil Ambrose, Battalion Chief, Los Angeles Area Fire Chiefs Association

Vacant, City of Signal Hill Police Department



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

I. CALL TO ORDER

Alternate Board Chair Brian Yanagi called the Regular and Special meetings of the Board to order at 9:00 a.m.

II. ANNOUNCE QUORUM – ROLL CALL

Administrative Deputy Susy Orellana-Curtiss took the roll and acknowledged a quorum was present for both meetings.

Alternate Board Chair Yanagi, on behalf of the Board, welcomed the new Board Member representing the Chief Executive Office (CEO), Leslie Luke, and stated he looked forward to working with him. Alternate Board Chair Yanagi went on to thank John Geiger for his service as an LA-RICS Board Member

III. APPROVAL OF MINUTES (A)

A. November 3, 2022 – Regular and Special Minutes

Agenda Item A

Alternate Board Chair Yanagi asked the Board if there were any corrections or comments to the attached Regular and Special meeting minutes. There were no corrections or comments, therefore, he asked for a motion to approve.

Board Member David Povero motioned first, seconded by Board Member Richard Tadeo.

Ayes 6: Pappas, Yanagi, Tadeo, Jacobs, Alexander, and Povero.

Board Member Leslie Luke abstained since he was not present at the last meeting. Board Member Fronterotta arrived after Agenda Item A.

MOTION APPROVED.

IV. PUBLIC COMMENTS – NONE

There was no public comment.



V. CONSENT CALENDAR (B)

B. FINDINGS TO CONTINUE TELECONFERENCE MEETINGS UNDER AB 361 AND RELATED ACTIONS

Alternate Board Chair Yanagi asked for a motion to approve Consent Calendar Agenda Item B.

Board Member Mark Alexander motioned first, seconded by Board Member Povero.

Board Member Mark Fronterotta joined the meeting and provided his vote of approval for the Consent Calendar Agenda Item B.

Ayes 8: Luke, Pappas, Yanagi, Tadeo, Jacobs, Alexander, Povero, and Fronterotta.

MOTION APPROVED.

VI. REPORTS (C - F)

C. Director's Report – Scott Edson

Executive Director Scott Edson greeted the Board and public, and went on to welcome Deputy Director Leslie Luke to the Board, who replaced John Geiger as the CEO Board Seat Alternate. Mr. Luke is the Deputy Director of the County of Los Angeles (County) Office of Emergency Management (OEM), and has been with the County since 2013. Executive Director Edson shared the OEM has the responsibility of comprehensively planning for, responding to and recovering from large-scale emergencies and disasters that impact the County. Executive Director Edson explained the OEM's work is accomplished in partnership and collaboration with first response agencies, as well as non-profit, private sector, and government partners.

Executive Director Edson further explained that CEO made the change because the Authority is finishing the build, and moving into operations, maintenance and sustainment. Executive Director Edson stated that Deputy Director Luke and the OEM are more of an operational organization that work around and with first responders, as well as directing OEM reports to the CEO.

Executive Director Edson shared that Deputy Director Luke replaced John Geiger, who has been with the LA-RICS Project longer than anyone else as far as he can recall. Executive Director Edson briefly touched on some of Mr. Geiger's work and assignments, such as working for the Office of the County Counsel and assigned to the County Internal Services Department (ISD). Executive Director Edson stated



the Mr. Geiger was instrumental in writing the LA-RICS contract awarded to Motorola Solutions, Inc. (MSI). Executive Director Edson went on to say the Mr. Geiger has been involved in this program for over thirteen (13) years and for many of the last few years, as the Chairperson of the Finance Committee. Executive Director Edson mentioned that Mr. Geiger has never hesitated to bring opinions, recommendations or direction to him and/or to the team, as a Board Members or as Chair of the Finance Committee, all of which have benefitted the system and future users. Executive Director Edson expressed the Authority is truly sorry to see him go and certainly wish him the best. Executive Director Edson said that Mr. Geiger should not be surprised to hear from Executive Director Edson on occasion because he will not hesitate to reach out to him seeking his counsel, as he has so much history on the project. Executive Director Edson thanked John Geiger, and welcomed Deputy Director Leslie Luke.

Executive Director Edson reported that as for the Land Mobile Radio (LMR) project, it is known that all construction has been completed, as well as testing and optimization continues. Executive Director Edson disclosed the Authority is in final review and discussion with MSI on accepting their latest Integrated Master Schedule (IMS) submission, which still does not conform to the contract, however, the Authority believes a final system acceptance date will be formalized, meaning the Authority will remain in really good shape.

Executive Director Edson reported the Narrowband Mobile Data Network-1 (NMDN-1) would have been the first subsystem to be deployed, accepted, and go-live, but because of the MSI microwave link issues, it continues to be postponed. Executive Director Edson said the Authority is hopeful the issues will be resolved later this month, but on a brighter note, MSI's delays do not yet impact the October of 2023 final acceptance date.

Executive Director Edson said that immediately following his Director's Report, Acting LMR Project Manager Steve Page would provide further details on the LMR program when presenting Agenda Item D.

Executive Director Edson stated there would be no reports from the Joint Operations and Technical Committees, or from the Finance Committee. Executive Director Edson reported the Authority is still awaiting the State funding, and believes that to be imminent since the Authority recently completed some paperwork and are in regular discussions.

Executive Director Edson went on to say that regarding the other agenda items before the Board today, Spectrum issues would be presented by Technical Lead Ted Pao under Agenda Item G and the Outreach Update would be presented by Operations Lead Lt. Robert Weber under Agenda Item H.

Executive Director Edson mentioned that as for Administrative Matters, there would be a schedule of future meetings before the Board as Agenda Item I which



incorporates the Board's discussion from the November 3, 2022, meeting; a Change Order relating to a temporary outage of our roll up generator with a small increase in the contract sum with MSI, funded by Urban Area Security Initiative (UASI), which the Authority recommends the Board should approve to be presented as Agenda Item J; and an amendment to his SD Edson contract in Agenda Item K.

Executive Director Edson reminded the Board the last planned Special Board meeting, required to comply with AB361, will be on Tuesday, December 13, 2022, at 9:00 a.m., that will be via teleconference.

This concluded the report on Agenda Item C by Executive Director Edson. There was no further discussion.

D. Project Manager's Report – Steve Page

Acting Project Manager Steve Page greeted the Board and presented Agenda Item D.

November Successes

Acting Project Manager Page stated that although the first slide of his report continued to reflect the view of the MCI tower and has been the same one used for the past few months, its relevancy still serves the purpose for the current Agenda Item discussion.

Acting Project Manager Page said that in November, MSI continued with the optimization of the MCI site in Malibu, which progressed into the West Cell coming up on the air, which he would continue to discuss further into the report.

November Challenges

Acting Project Manager Page reported the move towards permanent power at the Green Mountain (GRM) site continues, with the Authority working with the City of Los Angeles Department of Water and Power (LADWP) and State Parks for an easement. Acting Project Manager Page reported that late in October, the relevant Project Description (PD) documents were transmitted to State Parks for review and were followed-up weekly. Acting Project Manager Page further reported the Authority just started with a new PD for State Parks (with their guidance) to run the power underground, in order to mitigate the visual impact of the poles. Acting Project Manager Page said this was an ongoing effort, therefore, the Authority would have more of an update in January 2023.

Acting Project Manager Page went on to discuss the next portion of the Closeout Book program, which includes the requirement of the System Documentation binders for each site to be approved. Acting Project Manager Page stated that MSI provided fifty-eight (58) books in September for review by staff, and the review is



still in process with MSI providing corrections on a regular basis to try to provide a complete and accurate set of documents. Acting Project Manager Page said that at this point, all of the Closeout books for the Narrowband Mobile Data Network (NMDN-1) part of the Program have been approved.

Key Program Metrics

Acting Project Manager Page mentioned that for several months, the Authority has had MCI in process as the Prime Site of the West Cell, which the Authority is pleased to announce that MSI is to the point in their optimization as the West Cell is on the air (for MSI use only at this time) for further testing in preparation for their Coverage Acceptance Testing. Acting Project Manager Page expressed this marks quite the milestone.

Consolidation of Phase 2 Substantially Complete; Phase 4 Installed; Sites Optimized; and Sites On-air

Acting Project Manager Page expressed that for several months, the Authority has been watching the uptick in numbers of sites going on the air, and went on to share a slide indicating where the Authority stands. Acting Project Manager Page went to say there were a few slides (Phase 2 Substantially Complete, Phase 4 Installed, Sites Optimized, and Sites On-air) that would be consolidated into one.

Sites On-Air

Acting Project Manager Page stated the Sites On-air slide would also be consolidated into one starting next month. Acting Project Manager Page said that now that construction is done, the hardware has been installed, and that radios have been powered up, the Authority is marching towards bringing Digital Trunked Voice Radio Subsystem (DTVRS) up next March 2023. Acting Project Manager Page expressed this has been a long time coming, and the Authority is pleased to be able to report this completion this month.

Change Management

Acting Project Manager Page shared the topic of the month for discussion is about what is involved in keeping the system up and running properly, which leads the Authority directly into 'best practices', which for many who have been doing this for several years, have seen a sea change in the way the Authority manages the Authority's specific systems. Acting Project Manager Page reflected back when things were circuit-based a lot less complicated, based on what currently is available.

Acting Project Manager Page explained that when Internet Protocol (IP)-based systems is mentioned, the phrase 'Internet Protocol' might indicate that it is connected to the internet and available for anyone to access. Acting Project



Manager Page defined that what is really meant is that industry standard protocols and technologies are used on the Authority's locked-down system, but more than that, it means that today's technology is more aligned with Information Technology (IT)-based networks than ever before, therefore, there is an opportunity to avoid reinventing the wheel when it comes to best practices, and are able to look at what is there and apply some standards. Acting Project Manager Page said this would mean that ITIL would be the start.

Information Technology Infrastructure Library (ITIL)

Acting Project Manager Page believes that ITIL is the Information Technology Infrastructure Library and is a great framework for managing what the Authority has in place.

What Acting Project Manager Page means with not having to reinvent the wheel, there is an opportunity to use a series of processes that was originally developed for IT networks, but not even here in the United States. Acting Project Manager Page provided a brief history and went on to say that it was developed in England back in the 1980s, ITIL has grown to be a very useful framework for managing Information Technology system and processes.

IP-Based Networks

Acting Project Manager Page explained the reason ITIL works so well for the Authority is the Authority essentially is an IT network, with just counting infrastructure elements, almost 25,000 IP or network connected devices. Acting Project Manager Page further explained that it does not consider subscriber units (walkie-talkies and mobile radios), which can theoretically add another 64,000 devices to the IP-based system.

Acting Project Manager Page stated that ITIL is not just about accounting for devices, it is an overall program that helps with best management practices, processes, documentation and control, and change management.

Acting Project Manager Page shared that what will be looked at is the change management portion of ITIL as it is the most important, even above service delivery and lifecycle management, as without the controls of change management, there really is no way to track anything in the system with any form of reliability.

Making Changes

Acting Project Manager Page said that within the LA-RICS Standard Operating Procedures, there is a specific section on how to make changes, and every week, the Change Management Control Team meets to discuss any submitted changes, examine the potential impacts, and issue direction to the System Manager. Acting Project Manager Page mentioned that these changes impact everything to do with



the system, from adding radios and TalkGroups, to adjusting site access profiles and controlling roaming throughout the network, and as the Authority moves into the next part of the program, any changes to the network in terms of upgrades or equipment changes will need to go through this group.

Why Do We Do This?

Acting Project Manager Page asked why this is done, to which the answer to that is pretty simple, as it all comes down to communications. Acting Project Manager Page stated that on both the operations and technical teams, there have been instances where the 'left hand did not talk to the right' and someone was planning on doing some maintenance at one site while someone else was managing an outage at another site, and the end result was that someone out in the field lost communications. Acting Project Manager Page expressed that although it sounds simple, and should not happen, but it does. Acting Project Manager Page shared the advantage of having the processes in place has already shown that logical collisions have been avoided, and while there can only be speculation as to the overall impact of these activities happening at the same time without notice, the Authority knows that something would have happened, and fortunate enough to have it together to the point where it is realized, in the words of Gordon Graham, 'if it is predictable, it is preventable'.

December Focus Items

Acting Project Manager Page stated that this month, the team would be focusing on the finalization of optimization at MCI site and West Cell, with staff being on site almost each day to keep that work on track.

Acting Project Manager Page concluded by saying the Authority will also be keeping a close eye on the NMDN-1 cutover to make sure the subsystem comes online without issues.

This concluded the presentation and report on Agenda Item D by Acting Project Manager Page. There was no further discussion.

E. Joint Operations and Technical Chair's Report – None

F. Finance Committee Chair's Report – None

VII. DISCUSSION ITEMS (G – H)

G. Spectrum and Licensing Issues Impacting Land Mobile Radio Deployment – Ted Pao

Technical Lead Ted Pao provided an update on the Federal Communications Commission (FCC), to which he stated the Authority continues to wait for the two



(2) Tejon Peak (TPK) licenses to be granted by the FCC. Technical Lead Pao said that one is for the Narrowband Mobile Data Network (NMDN) and the other is for the Analog Conventional Voice Radio System (ACVRS). Technical Lead Pao stated there was no further update from County on the timeline for the approval of the two (2) licenses.

Technical Lead Pao said that in respect to interference issues, as reported to the Board last month, the Authority received the interference reports from MSI for the Criminal Court Building (CCT), Mount Disappointment (MDI), and Signal Hill (SGH). Technical Lead Pao went on to say that staff reviewed the reports and submitted comments and questions back to MSI, and just waiting for responses from MSI.

Technical Lead Pao also took the opportunity to thank Mr. Geiger for his tireless efforts on many FCC licensing and interference issues for LA-RICS.

This concluded the update on Agenda Item G. There was no further discussion.

H. Outreach Update – Lieutenant Robert Weber

Operations Lead Lieutenant (Lt.) Robert Weber greeted Board members and referenced the detailed Outreach Summary document for the month of November included in the Agenda Packet for review and information.

Operations Lead Lt. Weber reported that Authority staff and personnel from the County of Los Angeles (County) Sheriff's Department (LASD) Communications and Fleet Management Bureau (CFMB) conducted LA-RICS system testing in San Dimas and Walnut Sheriff's Stations reporting districts. Operations Lead Lt. Weber further reported that testing was grid based and evaluated several different radios currently used by the LASD. Operations Lead Lt. Weber went on to say that system metrics from the testing would be shared with the LASD's CFMB staff. Operations Lead Lt. Weber expressed that although LA-RICS staff is still evaluating the metrics from the test, the system performed very well, and the information obtained will be used as the LASD moves forward with full station testing in the near future.

Operations Lead Lt. Weber reported that on November 5, 2022, Authority staff traveled to Catalina Island to meet with Sacha Field the Director of Property Management for the Catalina Island Conservancy and members of the Conservancy Board. Operations Lead Lt. Weber mentioned the team went to the Blackjack Mountain (BJM) site where they gave an overview presentation. Operations Lead Lt. Weber said that Director Field and the Board Members were very happy with the presentation and thanked the entire LA-RICS team for an extremely well-run project. Operations Lead Lt. Weber shared that on behalf of the LASD and the Chief of Technology and Support Division, Operations Lead Lt. Weber presented Director Field with the LASDs Star Scroll Award recognizing her outstanding contributions to the LASD through her aid in expanding the Los Angeles Regional Interoperable Communications System (LA-RICS) to



Catalina Island, thereby growing the public safety communications radio network to a greater portion of the County.

Operations Lead Lt. Weber ended his report by saying that Authority staff members continue close contact with State and Federal partners to ensure interoperability during events and to further collaborate on regional public safety communication.

This concluded the update on Agenda Item H. Operations Lead Lt. Weber asked if there were any questions. There was no further discussion.

VIII. ADMINISTRATIVE MATTERS (I – K)

I. 2023 SCHEDULE OF LA-RICS BOARD MEETINGS

Administrative Deputy Orellana-Curtiss presented Agenda Item I.

Administrative Deputy Orellana-Curtiss asked the Board to note that Agenda Item I captured the discussion that was held at the November 3, 2022, Board meeting which considered the Authority's in-person regular Board Meetings commencing in March 2023, with January and February Board meetings continuing to be scheduled via teleconference.

Administrative Deputy Orellana-Curtiss stated that with the occurrence of the Special Board Meeting on Tuesday, December 13, 2022, the Board will be able to continue to teleconference in January and February 2023, in accordance with AB 361, as well as with the anticipated California Governor's action, the Authority will resume in-person in compliance with the requirements of the Brown Act in March 2023.

Administrative Deputy Orellana-Curtiss concluded by saying that this was an action item before the Board for the calendaring of the meetings for the 2023 calendar year.

Alternate Board Chair Yanagi asked if anyone had any questions, comments, or concerns with Agenda Item I, if not, he then asked for a motion to approve.

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

Ayes 8: Luke, Pappas, Yanagi, Tadeo, Jacobs, Alexander, Povero, and Fronterotta.

MOTION APPROVED.



J.

**APPROVE AMENDMENT NO. 108 TO AGREEMENT NO. LA-RICS 007
LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM
LAND MOBILE RADIO**

Contracts Manager Jeanette Arismendez presented Agenda Item J to the Board, which is Amendment No. 108 to the LMR Agreement. Contracts Manager Arismendez requested the Board to approve Amendment No. 108, which would revise the agreement to include a Change Order to compensate MSI for costs incurred related to a generator outage located at the Burnt Peak 1 (BUR1) site, which would result in an increase to the Maximum Contract Sum in the amount of \$3,263, and if approved by the Board, would be reimbursed by the UASI Grant.

Contracts Manager Arismendez reminded the Board that there is a roll-up generator located at the BUR1 site due to the lack of permanent power currently at that site. The Change Order would be to compensate MSI for the costs incurred as a result of the outage that took place recently.

Contracts Manager Arismendez went on to request the Board delegate authority to the Executive Director to execute Amendment No. 108, in substantially similar form to the enclosed amendment in the Agenda Packet.

This concluded on the presentation of Agenda Item J. Contracts Manager Arismendez asked if there were any questions, no questions were asked.

Board Member Alexander motioned first, seconded by Alternate Board Member Luke.

Ayes 8: Luke, Pappas, Yanagi, Tadeo, Jacobs, Alexander, Povero, and Fronterotta.

MOTION APPROVED.

**K. APPROVE AMENDMENT NO. 3 TO AGREEMENT NO. LA-RICS 012 WITH SD
EDSON, INC. FOR PROFESSIONAL SERVICES**

Truc L. Moore, Counsel to the Authority, presented the Board with Agenda Item K.

Counsel Moore stated that Executive Director Edson's contract currently expires on March 25, 2023, which is in a few months from now. Counsel Moore informed the Board that before them was Amendment No. 3 to his contract for Professional Services which adds an additional two-year term taking his contract out to March 25, 2025, and also adds a one-year renewal option to be exercised the Board is its sole discretion. Counsel Moore went on to say that Amendment No. 3 also grants a Cost of Living Adjustment (COLA) rate at 5.5%, which will increase his hourly rate from \$111.30 to \$117.42, which will ultimately increase his yearly Maximum Contract Sum from \$231,504 to \$244,237. Counsel Moore went on to



say that all other terms and conditions of his contract remain the same including his requirements to procure insurance, as well as the Board still retains the capability to terminate for convenience or default at any time. Counsel Moore further stated that his contract is currently funded by the Member Funded Contributions and/or State Budget Act.

This concluded the update on Agenda Item K. Counsel Moore asked if there were any questions.

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

Ayes 8: Luke, Pappas, Yanagi, Tadeo, Jacobs, Alexander, Povero, and Fronterotta.

Counsel Moore added for the record the Board approved a two (2) year plus one-year extension to Executive Director Edson's contract, to serve as the Executive Director to the LA-RICS Board. His new not-to-exceed yearly Maximum Contract Sum has been increased from \$231,504 to \$244,237.

MOTION APPROVED.

IX. MISCELLANEOUS – NONE

X. ITEMS FOR FUTURE DISCUSSION AND/OR ACTION BY THE BOARD – NONE

XI. CLOSED SESSION REPORT – NONE

The Board did not enter closed session, and closed session was not held.

XII. ADJOURNMENT OF THE REGULAR MEETING AND NEXT REGULAR MEETING

Alternate Board Chair Yanagi called for a motion to adjourn the Regular Meeting. Board Member Tadeo motioned.

Alternate Board Chair Yanagi adjourned the Regular Board Meeting at 9:28 a.m., and stated the next Special Board Meeting will be held on Tuesday, December 13, 2022, at 9:00 a.m., via Microsoft Teams / Teleconference Meeting.