



**INTEROPERABILITY NETWORK OF THE SOUTH
BAY
JOINT POWERS AUTHORITY**

**MINUTES OF THE GOVERNANCE BOARD
MEETING OF
FEBRUARY 17, 2026**

1. CALL TO ORDER

The meeting was called to order by Chair Blayne Baker at 10:06 AM.

2. ROLL CALL

- El Segundo - Present
- Gardena - Present
- Hawthorne - Present
- Hermosa Beach - Present
- Manhattan Beach - Present
- Redondo Beach - Present
- Torrance – Present

3. REPORT OF POSTING

Secretary Maria Calvento confirmed that the agenda was posted by the City of Hawthorne and City of Torrance City Clerk's Offices on February 12 and February 11, 2026, respectively.

4. ORAL COMMUNICATIONS

None

5. REPORTS

a. Finance Committee

- No report

b. Technical Committee

- No report

EA Gallo informed the board that the committee has been preparing for various big future events and LARICS activities.

- Chair Baker asked if the Technical Committee discussed pushing out the TICP every year.
 - Chief Phillips acknowledged that this has been previously discussed with the Operations Committee and agreed on the importance of getting other agencies' participation in regular discussion on emergency plans such as TICP.

c. Operations Committee

- No report

d. Executive Director

- **Site Signage**
 - Signage installed at shared sites to clarify INSB ownership and contact information.
 - Exception: Palos Verdes Estates site (limited signage per owner preference).

- **Site Safety Audit**

- Recent audits have been completed for **El Segundo, Torrance, and Palos Verdes Estates**. Findings will be provided to each hosting agency, with the goal of coordinating minor corrective actions such as exterior lighting improvements, signage, and updates to safety documents and equipment.

- **Prime Site Asset Inventory**

- Staff also reported progress on the prime site asset inventory. He informed the board that since Torrance was the recipient of the grant the built the prime site and South Bay Regional was the recipient of the grant the built the 6 other radio sites, those assets continue to carry their respective agencies' asset stickers. This therefore creates discrepancies with INSB insurance and asset inventory records.

- Torrance has agreed to replace their tags while he is still coordinating with South Bay Regionals on how to handle replacing the labels in their sites.
 - Staff stressed the significance of replacing these stickers as this will build comprehensive and accurate INSB asset inventory for insurance and planning purposes for replacement timeline and costs.

- **Treasurer Bonding**

- ED Gallo reported that after enrolling as a member of the California Special Districts Association, he learned through one of the trainings that INSB's Treasurer should be bonded, a requirement that had been previously overlooked. The bonding process for the organization's Treasurer is now underway.

6. CONSENT CALENDAR

a. Approval of the minutes of the October 21, 2025 Governance Board Meeting

Motion to approve made by: Torrance

Second by: Hermosa Beach

- El Segundo – Absent
- Gardena – Aye
- Hawthorne – Aye
- Hermosa Beach – Aye
- Manhattan Beach – Aye
- Redondo Beach – Aye
- Torrance – Aye

In favor – 6, Absent – 1

1. ACTION ITEMS

a. Approve the FY 2026-2027 budget package recommended by the Finance Committee to include assessment, operating and capital project amounts.

ED Gallo informed the panel that the assessment amount for each city remain unchanged from previous projections. He explained that the budget format has been updated to reflect a one-year budget instead of the previously displayed two-year layout; this change is visual only and does not affect financial figures.

- On the operating budget (page 2), two line items are updated:
 - \$50,000 was added to Special Materials to fund two small project:
 - \$30,000 to add radio site monitoring systems at all six (6) INSB locations.
 - 4 of 6 are operated by SBRCA and we expect that they will share costs.
 - \$20,000 allocated to replace two overdue network firewalls.
 - JPA Insurance cost decreased by about \$7,000 (roughly 16%) due to the discontinuation of Excess policy coverage for public safety "broadcasters."

- On the account balances and capital budget projects (page 3), the open project list is mostly the same. There are a few projects to highlight:
 - The projected \$75,000 battery replacement project was completed successfully for only \$49,000.
 - The previously anticipated \$400,000 grant to fund the microwave replacement is unlikely to be awarded; larger JPAs appear to be receiving the available funds. The equipment will instead be replaced using existing reserves to avoid further delays.
 - The Manhattan Beach microwave site relocation will return to the water tank site. City staff have been receptive and provided conceptual approval. This approach significantly reduces costs, simplifies the scope of work, avoids disruption, and working concurrently with water meter reader group would minimize the complaints from the citizens around the area.
- Chair Blake requested for few clarification on interpreting the budget lines before proceeding with approval, focusing on total expenses.
 - ED Gallo explained that the actual operating expenses are represented by the totals of Materials & Supplies, Professional & Contract Services, Insurance Liabilities, Travel, and ICI Membership and Subscriber Fess. Based on these categories, the actual expense figure was only approximately \$549,000.00.

Motion to approve made by: Torrance

Second by: Hawthorne

- El Segundo – Absent
- Gardena – Aye
- Hawthorne – Aye
- Hermosa Beach – Aye
- Manhattan Beach – Aye
- Redondo Beach – Aye
- Torrance – Aye

In favor – 6, Absent – 1

- b. Discuss and provide direction regarding the hiring of a part-time Secretary in place of appointing a member's employee.

ED Gallo reported that, based on consultation with legal counsel, the secretary position would not pass the ABC test under Labor Code 2775 and therefore cannot be hired as an independent contractor or part time. He noted that hiring a secretary would require creating a full-time employee position with full benefits, which he does not consider practical at this time. Historically, agencies have provided secretarial support on a voluntary, rotating basis, though no formal rotation has ever been established. Staffing constraints have made it increasingly difficult for agencies to supply personnel.

- Chief Phillips provided a brief history on secretary appointment. He proposed for the Board to consider an informal one-year rotation among member agencies to appoint someone from their organization to step into the role. The rotation would help distribute responsibilities and provide continued support to ED Gallo.
 - The Board discussed whether contracting with a temp agency might be feasible, since the agency, not INSB, would employ the worker. The Executive Director will seek legal clarification from counsel on whether using such an agency would satisfy employment-law requirements for the secretary and report back at the next regular meeting.
- c. The Staff informed the Board that the next ICI System trip to Washington DC is on May 11-14. He said that this trip involves visiting legislators alongside ICI staff to express appreciation for past support and to request assistance with current and future grant opportunities, including pending INSB-related grants. A budget of \$5,000 has been allocated to cover expenses.

Members are asked to check their availability so a representative can be confirmed as soon as possible.

d. Discuss status of Manhattan Beach radio site project.

As discussed on earlier part of the meeting, ED Gallo informed the Board that the overall progress is strong, with a more detailed update expected soon. When asked about an estimated completion timeframe, staff expressed reluctance to provide projections due to previous timeline setbacks. The next major need is for Manhattan Beach to provide scope-of-work documents so that a design plan can be developed and submitted through the City's municipal approval and permitting process. More accurate timelines and cost estimates will be available after the design is complete and the project can be bid. The design package is expected to be prepared, likely between board meetings and within staff authority, to avoid delays unless board review is specifically required.

2. BOARD MEMBER COMMENTS

None

3. STAFF COMMENTS

ED Gallo reminded the Board about the Written Notice Waiver, a Brown Act requirement, that needs their signature. He also informed the panel that appointment letters are being updated.

4. ADJOURNMENT: The meeting was adjourned at 10:49 AM

NEXT MEETING:
April 21, 2026
Hawthorne PD Community Room
12501 Hawthorne Blvd, Hawthorne, CA 90250