

**INTEROPERABILITY NETWORK OF THE SOUTH BAY JOINT POWERS
AUTHORITY MEETING OF THE OPERATIONS COMMITTEE**

1. CALL MEETING TO ORDER

The Operations Committee of the Interoperability Network of the South Bay (INSB) Joint Powers Authority convened at 09:35 AM on Tuesday, February 4, 2020, in the City of Hawthorne – Police Department Community Room, 12501 Hawthorne Blvd, Hawthorne, CA 90250.

2. ROLL CALL BY CHAIR

Present: Lt. Landon Phillips, Hermosa Beach PD
Lt. Vincente Osorio, Gardena PD
Sgt. Chris Wiley, Hawthorne PD
CSO Mike Sweeney, Manhattan Beach PD
Capt. Ben Bellante, Redondo Beach FD

Also Present: Ernest Gallo, City of Torrance
Jerry Edwards, City of Torrance
Dennis Faro, City of Torrance
John Krok, SBRPCA
Shannon Kauffman, SBRPCA
Sandra Farley, SBRPCA
Jeff Fukasawa, Commline
Victor Bowers, Commline
Eduardo Lara, Commline
Thomas Luce

3. REPORT OF THE POSTING OF THE AGENDA

Sgt. Wiley confirmed the proper posting of the agenda at the City of Hawthorne and City of Torrance.

4. ORAL COMMUNICATION

Manhattan Beach resident Thomas Luce requested INSB PD agencies remain operating in the clear and not to encrypt communications for the scanner enthusiasts

5. REPORTS

A. Technical Committee Update

Mr. Edwards reported that the Technical Committee is still working with LA-RICS on the possibility of using a SOW during the Manhattan Beach water tower project. The Manhattan Beach water tower project is still in progress and the construction designs should be done soon. The City of Manhattan

Beach is waiting on a quote from Motorola for the relocation of the radio equipment which is currently on the water tower.

The Operations Committee discussed the need to track field level complaints. Mr. Krok reported that SBRPCA and Josh Armstrong from Hawthorne PD are finalizing an internal ticketing system and mobile application which they will be testing today. When complete, the forms and App will be made available for all INSB agencies. Each reported issue will require specific questions to be answered by the person creating the ticket and it will auto generate a work order to resolve the issue.

6. CONSENT CALENDAR

Member Osorio made a motion to approve the minutes from the January 7, 2020 meeting which was seconded by Member Bellante and passed by unanimous voice vote.

7. ACTION ITEMS

- A.** The Operations Committee discussed making Inglewood PD an affiliate member of INSB. Lt. Phillips contacted IPD Sgt. LaGreek and learned that IPD has all the INSB talk groups and encryption keys. The Operations Committee was not sure how IPD obtained all the talk groups and encryption keys. Mr. Edwards will follow up with Mr. Arnold from ICI to determine who provided the programming to IPD. IPD is still using their analog radio system but when they switch to digital, they will have the capability to be interoperable with INSB.
- B.** The Operations Committee reviewed the proposed procedures for the INSB Red channel. Lt. Phillips reported that there is a follow up meeting with representatives from SBRPCA and Commline immediately after the Operations Committee meeting to discuss some technical and operations concerns. Lt. Phillips will report back with some recommendations at the next meeting.
- C.** The Operations Committee continued the discussion of what to do after an affiliate has been approved by the Governance Board. The group discussed who will determine which talk groups are given to each affiliate, who will determine which encryption keys are shared, who will be responsible for programming the radios for affiliates and who will pay for the programming costs. The group agreed that Commline would manage the radio ID scheme for all affiliates. Since the City of Torrance and the City of Redondo Beach are not set up to do contract work for private organizations, and because no other private radio shops have the INSB programming, it was also agreed that all affiliates would be directed to Commline for radio programming. Each affiliate will need to work with Commline on the cost to program their radios. Mr. Bowers stated that Commline would be able to complete the needed work for any approved affiliates. The group and Commline agreed that they would not complete any work or provide any encryption keys without the approval of the Governance Board.

The next step will be for a representative from INSB to contact each affiliate to discuss the programming of their radios. An INSB representative from Torrance or Redondo Beach will need to contact McCormick Ambulance. Mr. Gallo will contact SCIMO. An INSB representative from El Segundo will need to contact Chevron and the US Air Force. El Camino College PD currently has the necessary radio ID's and INSB Mutual Aid talk groups only. El Camino College PD does not have INSB talk groups on their dispatch consoles. Additional follow up is needed for each affiliate.

- D.** Mr. Sweeney reported that Manhattan Beach still has coverage issues at their station and small spots throughout the city. Mr. Sweeney stated that the complaints are down and that some of the

complaints are repeated areas which are known to have no coverage. Mr. Sweeney reported that the City of Manhattan Beach is trying to get the Manhattan Beach Mall to install a booster as part of their ongoing construction.

Mr. Gallo stated that LA-RICS is working on a tower test plan which may improve coverage without the Manhattan Beach water tower. Mr. Gallo expressed concern about INSB expending significant funds to make a marginal increase in coverage.

- E. The Operations Committee reviewed the draft budget for FY '20-'21. Mr. Gallo requested input from the committee on any costs for ongoing maintenance. The group discussed the Diagnostics X program to monitor the health of all mobile and portable radios. It is unknown if the cost for Diagnostics X should be paid by INSB or shared by each agency.
- F. Mr. Phillips relayed information from Torrance PD who turned off the Automatic Gain Control (AGC). TPD reported that AGC improved the volume fluctuation issues. The settings were provided to each member to use at their agency if they decide to turn off the AGC feature. The decision to turn off AGC must be made by each agency.

8. STAFF COMMENTS

- Lt. Phillips reported a recent issue where officers were not able to communicate with the dispatcher. It was determined that the outage was an ICI issue that there were no issues with the INSB network or equipment. During this time Torrance PD switched to site trunking. The Hermosa Beach dispatcher properly switched units to the Access channel but had them switch back before the ICI issue was resolved. SBRPCA has already applied the lessons learned.

9. ADJOURNMENT

The meeting was adjourned at approximately 10:30 AM.