

UMATILLA MORROW RADIO & DATA DISTRICT

Boardman City Hall

September 4th, 2012 – 1:30PM

Present: Marc Rogelstad, Director Ken Matlack, Director
 Kathy Lieuallen, Director Mike Roxbury, Director
 Keith Kennedy, Director

Guests: Marlon Johnson, Day Wireless Ron Spencer, Motorola
 Roger Norris, Day Wireless Rick Stokoe, Boardman Police

Staff: Shawn Halsey, Rosanna Brown

I. Call to Order and Recognition of Guest(s): Director Roxbury called the meeting to order at 1:31pm

II. Roll Call: Directors Rogelstad, Matlack, and Roxbury were present when the meeting was called to order. Director Kennedy arrived at 1:35pm. Director Lieuallen arrived at 1:44pm.

III. Minutes of the Meeting from August 7th, 2012

Director Matlack made the following correction to VI. New Business B.US Forest Service: The Forest Service may hire up to 5 new law enforcement officers for the district.

A motion to approve the minutes, with correction, from the August meeting was made by Director Rogelstad and seconded by Director Matlack.

Director Rogelstad: Aye

Director Matlack: Aye

Director Roxbury: Aye

IV. Changes/Additions to the Agenda: None

V. Old Business

A. District Administrator Contract Renewal

The District Administrator contract was distributed to the directors for review. Director Roxbury noted that the only change was the addition of long term disability under C.Benefits. The policy is \$264 per year.

A motion to approve the contract renewal and for the Chairman to handle any additional negotiations was made by Director Rogelstad and seconded by Director Matlack.

Director Rogelstad: Aye

Director Matlack: Aye

Director Roxbury: Aye

B. Boardman Bombing Range User Agreement

Shawn used the Tribal agreement as a base for the Boardman Bombing Range agreement. Most items are the same but the fees and charges are very different.

(Director Kennedy arrived at 1:35pm)

Director Roxbury asked Director Rogelstad for more information about his struggles with payment and Director Rogelstad explained that FEMA is responsible for the bill and have not paid for fire services.

After discussion it was decided that the Navy will be charged an annual rate for service and an annual per radio rate up front. Reimbursing the Navy for any unused service (less radios) will be easier and timelier than waiting for monthly payments.

Shawn has forwarded the agreement to the Navy but has not gotten a response. He will update the agreement, adding the annual fee requirement, and send it to them for review. This item will be tabled until a response is received.

C. Firearm Policy Review

Shawn spoke with Special Districts regarding the Firearm Policy. The response included two issues that they have with the policy. The first is that there is a site in Washington. This is a concern because there isn't a tort limit in Washington. The second issue is the use of the phrase "deadly force." The underwriters did not like the policy as written. The SDAO has been getting more requests for weapons policies from fire and irrigation agencies so they plan to write their own policy.

Shawn noted that the policy is much more restrictive than the requirements for a legal permit. Director Rogelstad felt that if Shawn is permitted to carry a firearm by law then he is legal to carry it while on duty and that the board should review the SDAO policy when it is released.

Director Roxbury agreed that that is the best option right now and that having a policy will not prevent a lawsuit against Shawn and the district if the firearm is used during an altercation. The SDAO representative told Shawn that the district is better off without a policy at this time.

(Director Lieuallen arrived at 1:44pm)

Director Roxbury asked Shawn to find out what the coverage is if the firearm is used. Director Matlack asked if any employee of the district will be allowed to carry a firearm and if the policy will be the same. That decision will be made if another employee wants to carry a firearm and if there is a policy in place at that time.

VI. New Business

A. System Administrator's Report

1. Unit Tracking Sheet

Shawn issued a mobile to the Hermiston Police Department last month and has two desktop units ready to go to East Umatilla and Medic 400. He is still looking for two more for Helix Fire. HPD currently has 9 mobiles installed and one to be installed. Their newest radio is for a new vehicle and the old radio is an MCS2000 so it will not be reused at the Hermiston Police Department.

2. District Expenditures and Income Review

Three of the larger expenses were site leases. Director Matlack asked when the Tahoe will be paid for in full and Shawn said he plans to pay it off next month.

A motion to approve the Expenditures and Income Review was made by Director Matlack and seconded by Director Rogelstad.

Director Rogelstad: Aye

Director Matlack: Aye

Director Roxbury: Aye

Director Kennedy: Aye

Director Lieuallen: Aye

Director Rogelstad asked for clarification on the IRS expenditure and it was explained that the 08/02/12 payment was for July and the 08/31/12 was for August.

Director Kennedy asked Shawn if there is a fuel card for the Tahoe and Shawn replied that he contacted a local distributor but their minimum number of gallons per month was too high.

Director Roxbury asked Shawn to find out how the district can buy the truck, instead of continuing to lease it. Director Rogelstad agreed that the truck should be purchased outright.

B. Whitmore Road Microwave Link Site Power Issue

Shawn presented one solution for the power issues at Exit 198. He proposed adding 3 additional sets of batteries for a total of 4 and increasing the time from 5 to 20 hours. Shawn reported that Benton County has batteries that are a couple of years old and may be given to the District. Shawn is unsure why they are getting rid of them. Roger Norris reported that the batteries have a trickle charge, are lead acid gel, cost about \$300 each, and last about 20 years. They do not have the same charge problem as car batteries and they are all about the same age.

Director Roxbury noted that this will not address the issue of contacting Shawn in an emergency, but it will give 15 additional hours of power.

Director Rogelstad asked Shawn to find out more information about using a small generator on site.

No action will be needed until Shawn has all of the options available to present.

C. Oregon APCO/NENA Annual Training/Conference

Shawn brought the conference flyer to the board to see if any directors were interested in attending. Director Lieuallen plans to attend and the other directors declined.

Shawn was interested in the vendor show and possibly the Tech trainings but the topics have not been announced yet.

Director Lieuallen plans to watch for that announcement too and will forward that information to Shawn. Director Matlack asked if the state proposed plans will be discussed and Director Lieuallen confirmed that there will be an OEM update but many of those conversations are happening outside the conference.

If Shawn goes, it will be for one night only and the funding will come from the training budget line.

VII. Open Discussion & Business from Guests

Rosanna will be at a Motorola training in Schaumburg the first week of October so she will not be available to take minutes at the regularly scheduled board meeting on October 2. The board agreed to move the meeting to October 9. Director Rogelstad may not be available either date.

Shawn expects to have District credit cards for Rosanna and Director Kennedy soon. They will be kept in the UMRDD office with the other cards.

Shawn reported that, after Barnett and Moro did a review of the District books, it was decided to do a full audit. It will cost more and take more time, but it will be beneficial to find all of the errors now and correct them before they continue. Shawn is still working on the bonding for the District. He has run into problems with the underwriters because the District should have a zero balance at the end of the budget year and they don't like that. Director Rogelstad suggested asking SDAO for advice.

Ron Spencer, Motorola: Ron has proposed a meeting and agenda to discuss the console project. He will coordinate with Shawn about the date and would like to include Director Lieuallen, Steve Myren, and Denise Williams. Everyone else is also invited to attend.

Director Roxbury would like the Hermiston Dispatch center to be a part of the discussion. He would like to find out if there is a workable solution regarding RMS/CAD and what the cost difference would be between the transitions to consolidation or 3 new console positions. He knows that Jason Edmiston is not opposed to rolling the dispatch centers into one but records management is an issue holding him back.

Ron will provide any requested information and noted that it would not be accurate to quote a price per radio because the overhead and installation costs would not be included, however adding many additional radios could bring the cost per radio down.

Shawn will talk to Jason if that is the desire of the board.

Director Lieuallen noted that there will be many conversations taking place with a new sheriff and new police chief. Interfaces are being built all the time to link up systems so it can be done and there are incentive funds available now. Shawn will talk to someone about linking systems while at the conference.

Director Rogelstad asked Shawn for an update on the radio check in Riverside High School and Shawn reported that it has not been done. Director Rogelstad noted that he was in the building last week and could not communicate. He also wondered if the district should have a code requirement for new concrete buildings to install an internal antenna type system. The District can adopt an ordinance (not policy) and it would apply to new construction but would not solve the existing problems. Director Rogelstad will send the national fire code to Shawn. Director Roxbury asked how the ordinance will be enforced.

VIII. Adjourn

A motion to adjourn the meeting at 2:17pm was made by Director Matlack and seconded by Director Kennedy.

Director Rogelstad: Aye

Director Matlack: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Lieuallen: Aye

Next meeting is scheduled for October 9th, 1:30 p.m. at Hermiston Fire Station #3.