

# UMATILLA MORROW RADIO & DATA DISTRICT USER & SUBSCRIBER UNIT ISSUE POLICY

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## **Background**

The Umatilla Morrow Radio & Data District was formed with the purpose of providing public safety grade communications support to local law enforcement, fire protection, and emergency medical response agencies located within the District's boundaries.

## **Objectives**

- To ensure that District resources are used efficiently.
- To see that all public safety radio system users within the District have a supply of subscriber units that meets their needs.
- To maintain interoperability with agencies which are outside of the District's area of responsibility - either geographically, another level of government, or non-public safety agencies within the District - where interoperability would benefit District agencies and the public.
- To offer local governmental entities system access for a fee.

## **Subscriber Units**

Subscriber Units are defined as any electronic device that uses Radio Frequency (RF) to transmit to or receive – or both – information from or to radio system infrastructure.

Subscriber units are:

- Two-way radios including mobiles, portables, and desk sets.
- Receive only pagers, either tone/voice or alpha numeric.

## **Subscriber Unit Issue Guidelines**

The following guidelines will be observed by the Board when considering the issue of a subscriber unit or units.

- Budgetary constraints will be the first consideration when issuing subscriber units.
- Local public safety agencies will be issued subscriber units according to demonstrated need. Agencies may present their requests to the Board in person, in writing, or both.
- Outside agencies may be issued a necessary number of subscriber units to allow interoperability between the agency and District agencies.
- Local public works agencies may be issued a necessary number of subscriber units to allow interoperability between the agency and District agencies.
- Subscriber units may be issued with appropriate accessories (speaker/microphones, batteries, chargers, etc.) in order to allow for functionality of the device.
- Contracted agencies will receive subscriber units in accordance with their contracts.

### **Local Governmental Entity Access**

The following guidelines will be observed by the Board when considering contracting with a local governmental entity for system access.

- Local governmental entities may pay a standard set fee to use the system for their own purposes. The District will maintain a standard schedule of fees for local governmental entities to be reviewed and updated annually.
- The entity can either supply their own subscriber unit or units, or pay an additional fee for issue of District subscriber unit or units. The annual fee will be based upon the purchase cost of the subscriber unit and maintenance agreements specified in the contract. The entities will insure issued subscriber units against damage or loss.
- The District will program the entities subscriber units once after purchase/issue. Additional programming changes will be subject to a fee. The District may program user entities subscriber units at any time in order to ensure system operability.
- Contracts between entities and the District will be for a minimum of one year.
- Access to the system will be granted on a case by case basis, and will be subject to the District Administrator's assessment of overall system impact. Prospective users will not be granted access if it is reasonably determined that their expected usage could negatively impact the overall usability of the system.
- The District may limit the access of non-public safety subscriber units if necessary. Public safety use will maintain top priority.

BEFORE THE DISTRICT BOARD OF DIRECTORS OF UMATILLA MORROW  
RADIO & DATA DISTRICT

13-04-02-02

A RESOLUTION ADOPTING USER & SUBSCRIBER UNIT ISSUE POLICY  
FOR THE DISTRICT

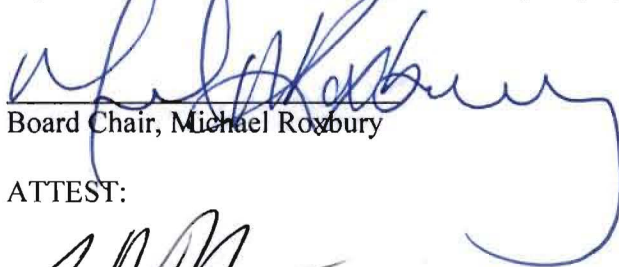
WHEREAS, it is in the best interests of the citizens of the Umatilla Morrow Radio & Data District and the employees of the District that certain policies relating to user and subscriber unit issue be clearly set forth; and

WHEREAS, the Board of Directors has reviewed this user and subscriber unit issue policy; and

WHEREAS, the adoption of this policy appears to be in the best interest of the District;

NOW, BE IT RESOLVED that the Board of Directors of the Umatilla Morrow Radio & Data District resolves that the policy attached hereto are approved and adopted as the USER & SUBSCRIBER UNIT ISSUE POLICY for the District and shall be made a part of the Policy and Procedure manual of the District.

Signed in authentication of the Board's majority approval this 2nd Day of April, 2013.



Board Chair, Michael Roxbury

ATTEST:



District Administrator, Shawn Halsey