

## UMATILLA/MORROW RADIO & DATA DISTRICT

August 2<sup>nd</sup>, 2011

Present: Mike Roxbury  
Marc Rogelstad  
Ken Matlack

Kathy Lieuallen  
Dan Coulombe

Guests: Ron Spencer, Motorola  
Marlon Johnson, Day Wireless  
John Conley, State Radio Project  
John Wilson, OEM  
Chris Brown, OEM  
Fred Simpson, Motorola

Dave Kraal, Day Wireless  
Rich Bumgarner, State Radio Project  
Alan Michaels, Motorola  
Kay Dallman, OEM  
Thomas Skinner, US Fish & Wildlife

Staff: Shawn Halsey, Rosanna Brown

### I. Call to Order and Recognition of Guest(s)

Meeting called to order at 1:30pm

### II. Minutes of the Meetings from July 5<sup>th</sup>, 2011.

*A motion to approve the minutes from the July 5, 2011 meeting was made by Director Lieuallen and seconded by Director Coulombe.*

*Aye: Director Roxbury, Director Rogelstad, Director Matlack, Director Lieuallen, Director Coulombe Nay: None*

### III. Changes/Additions to the Agenda:

Under Old Business: add F. National Weather Service radios

## Old Business

### A. System Administrator's Report by Shawn Halsey

#### 1. Portable Subscriber Unit Accessories Purchase

Shawn reported that the XTS2500 portables received last spring use different batteries than the older MTS2000s that they are replacing. The new batteries will work with old chargers. However, the new chargers allow more efficient operation with the new batteries. Not all of the new portables came with new chargers. Shawn will retrofit those. There are 210 new portables. He had enough batteries of this type on hand to put out spares, but the spares are gone and need to be replenished. There has been a request from one agency for two multiple charger units and other agencies will also get one.

Director Rogelstad asked if this money will be coming out of the district budget and Shawn responded that this will be paid for with CSEPP funds.

*A motion to approve Motorola quote for \$25,534.80 was made by Director Coulombe and seconded by Director Rogelstad.*

*Aye: Director Roxbury, Director Rogelstad, Director Matlack, Director Lieuallen, Director Coulombe Nay: None*

#### 2. Subscriber Unit Purchase

Items covered in the Motorola quote of \$202,923.25 include; 67 portables and 14 mobiles. FEMA gave permission to spend any money left over from SmartX on subscriber units. Since the cutover to SmartX is on the 23<sup>rd</sup> of August, Shawn does not anticipate any additional expenses for that project. There will still need to be final approval from FEMA after the board approves the purchase. Director Rogelstad commented that he has field tested an APX7000 and was impressed with them and the noise canceling feature. He suggested including some of those in the purchase.

Shawn clarified that the APX7000s are \$5466 each, about twice the cost of the portables and asked the board for direction.

The board agreed to change the number of portables to include APX7000s but had a discussion about how many to replace and what the new cost would be. Director Coulombe did not believe a motion should be made without an updated quote with the exact amounts included.

Motorola agreed to rewrite their quote to include 55 portables and 6 APX7000s.

*A motion to approve the purchase of 55 portables (instead of the 67 listed in the quote) and 6 APX7000s with a total cost not to exceed \$202,923.25 was made by Director Matlack and seconded by Director Lieuallen.*

*Aye: Director Roxbury, Director Rogelstad, Director Matlack, Director Lieuallen, Director Coulombe Nay: None*

### B. Controller Upgrade Project – Motorola by Fred Simpson

Fred Simpson reported that the controllers and console upgrade was successful and completed on July 19 and in Heppner on July 21. There were a few bugs but those were worked through. The next item coming up is the Raven install and it is scheduled for August 8. The RF cutover for this project is August 23. The Weston site is installed and being used to test and optimize the SmartX master site and Weston site itself. The project is going very well.

The Weston site is currently in a holding pattern until further notice or a notice to proceed.

The Raven install will not affect the dispatch centers; it only provides notification of failure.

### C. Weston Mt. Update – Mission Critical Partners

Dave Adams was not present at the meeting so Shawn presented his report.

#### Sillusi Butte Move

- MCP will be on site Aug 8-10 and will pursue sharing agreement with Benton County per Shawn's request.
- FEMA has funded this effort.
- Currently in BCES hands (Doug DeGroft doesn't see any problems with it.)

#### FCC License Amendments

- Requested by Shawn Halsey and funded by FEMA
- Data to be gathered on Aug 8-10 trip
- FCC license modifications/amendments to be filed by 12 Aug

#### Smart X Oversight and Support

- Cutover on July 19 and 21 completed
- RF cutover scheduled for 23 Aug – MCP to be on site

(Director Rogelstad asked if the cable issue was addressed and Shawn reported that it was resolved.)

#### CTUIR Support

- BIA frequency
- Needs Analysis
- Interoperability and VHF radio
- UCEM Console
- DOJ Support
- Technical consulting and support

#### State CSEPP Office

- Contract support
- FEMA representative, updates, and guidance
- Interface with OEM
- Interface with Region

#### Weston Mountain

Chris Brown reported that several other radio sites have had similar issues with the same tribe so they are working methodically to ensure that permission here does not affect other sites in the region. He feels confident that the stop work order will be released very soon and the September 15 deadline is still viable without overtime or double shifting.

- Stop work order issued by State Radio Project 15 July
- MCP supported State Radio Project through negotiations with FCC, state agencies, and Fallon Piate Shoshone Tribe in Fallon, NV
- Letter of concurrence received 29 July
- State is reviewing and gaining concurrence with estimated return to work Thursday
- Schedule concerns addressed by State in form or double shifts during work week and weekend work
- State still pushing for on time completion of construction
- Based on delays MCP would put best guess at 15 September completion rather than 1 September
- Funding concerns have been addressed by FEMA and MCP continues to work on County/Board's behalf to keep FEMA updated on schedule
- August 1 Construction Deadline: **WORK STOPPED**
- August 12 Alcatel Deadline: **Has maintained schedule**
- August 15 Motorola Installation Complete: **maintained schedule, working in crane yard on shelter**
- September 15 Best guess on completion
  - MCP will have new schedules Wed
  - MCP to provide updated schedule to project team by end of week

#### Risk and Mitigation Activities

- Weekly Conference calls led by MCP: Participants include; State Radio Project, General Dynamics, Motorola, Alcatel, Shawn Halsey, John Wilson
- Anticipated risks: Construction delays, continued weekly project calls, daily conversations and email updates from State  
The microwave equipment has arrived in the warehouse so everything is present and ready to be put in.

### D. Sillusi Butte Site Move Update by Shawn Halsey

Shawn reported that Val left Benton County so he is talking with her boss about the agreements. Shawn gave Val's boss the documents regarding what has been discussed.

Director Coulombe reported that the City of Umatilla contacted him regarding the contract with Benton County.

The date of the move is planned for September. The licensing work is being done and the equipment is being moved from one tower to the other. The FCC requires narrowbanding and it will be done before the move.

Shawn clarified for the board that no fire tone-out radios are narrowbanded yet but there is money budgeted for it. Director Rogelstad questioned who would be a part of that move and it was noted that Shawn will do most of the work with Dave Adams. John Wilson will be supportive as far as the underbuild goes and the microwave to Hermiston.

## **E. Narrowbanding Update**

### **1. Infrastructure Narrowbanding Work – Day Wireless Quote by Shawn Halsey**

Shawn is currently working on the narrowbanding in the smaller agencies and will be through September. As soon as the radios are all programmed with narrowbanding software they will be ready to move forward with the change. The packet included the proposal from Day Wireless for the infrastructure of narrowbanding. It will take one to two days and the quote is \$3500

*A motion to accept the quote for Infrastructure Narrow Banding, in the amount of \$3500, was made by Director Rogelstad and seconded by Director Lieuallen.*

*Aye: Director Roxbury, Director Rogelstad, Director Matlack, Director Lieuallen, Director Coulombe Nay: None*

## **F. National Weather Service radios by Shawn Halsey**

The NWS currently has three radios. They are at Sillusi, Wilkinson, and Carney Butte and the utilities cost \$25 per month per radio. The board is not paying utilities at Carney Butte currently, but may become responsible in the future.

The party that becomes responsible for Sillusi will have to deal with a very large footprint (2x2).

Director Roxbury asked Shawn to clarify what the NWS is requesting. Shawn responded that they would like to use the building for free and not pay the utilities because they don't have funding for maintenance.

Director Coulombe asked Shawn to put something in writing on what the impact and cost would be for the district. Director Roxbury would also like Shawn's opinion on the issue as it has nothing to do with the district.

Chris Brown noted that the county's perspective is that it is a small cost for the opportunity.

Director Coulombe questioned the NWS having access to the district's equipment and Shawn assured him that they have had access for years and it has not been an issue. Chris suggested designing an agreement that would provide notification or support for maintenance.

Director Roxbury asked for clarification regarding what will be left in Sillusi and Shawn answered there will not be any district equipment there. He also would prefer that the State take the NWS.

## **New Business**

### **A. US Fish and Wildlife Fire Communications Capability Tom Skinner**

Director Rogelstad invited Tom Skinner to the board meeting after discussion at a Fire Defense Board meeting. Four portables were purchased by Fish and Wildlife and Director Rogelstad asked Tom to address the process and tell the board what is working and what their needs are.

Tom reported that his staff uses the VHF radio system to monitor activity (pages) and transmit into the 450 and talk to others occasionally. The 4 radios they have are assigned to vehicles that respond to wild fire. They do not have any major issues resulting from their periodic use of the radios. Controllers in Denver have required them to have a cooperative agreement with the owners of the frequency.

Shawn discussed the frequency licensing and confirmed that F&W can use the frequency with permission inside of its range.

Director Rogelstad asked Shawn about distributing old mobiles and Shawn replied that once the old mobiles have been replaced, they will be available. His plan is to have spares to cover irreplaceable parts but some can be reissued.

Director Roxbury confirmed he will sign an MOU.

Director Matlack asked Tom about their law enforcement coverage and Tom replied that there are 3 assigned to his complex, with 1 in Oregon and 2 in Washington.

### **B. Next Meeting Location – Port of Morrow by Shawn Halsey**

#### **1. Costs**

Hermiston Fire Station #3 has been reserved for the date of the next board meeting. There has been discussion in the past about the board meeting in Morrow County so Shawn thought this would be a good opportunity to do so.

The fee to use the Well Springs room at the Port of Morrow is \$40 for use of that room with coffee provided for an additional \$15.

Director Rogelstad feels he may be able to have the cost of the room reduced and will check into that and let Shawn know.

## **IV. Open Discussion & V. Business from Guests**

### **CSEPP-End of Operation by Chris Brown Chris**

It is very likely that October will be the end of CSEPP's operational period and there are plans that must be made before the cutover letter is issued. There will not be any maintenance or tech support funding when that letter is issued. Chris suggested that the board think about that and keep working with State Radio Project to insure a seamless transition of sites. He is currently working with ODOT to keep John Wilson and Kevin Dallman and that plan is looking positive. They should continue to be here but their tasks will be closeout related exclusively. A decision needs to be made, before end of operations, with regard to maintenance. Will there be an agreement with the State or will the board hire someone? Shawn would like to continue an agreement with the State and will look at a quote for the cost.

John Wilson reported that the 10 year term lease for PGG is due 31 October so it is likely that the board will be responsible for that immediately. (\$3600 plus 5% twice over a 10 year period)

The Wilkinson lease is due 4 April, and East Pendleton is due 30 June. These leases are paid on an annual basis.

Shawn has budgeted \$50,000 to cover leases and expects that to be enough.

Kay Dallman suggested having all transfer letters completed to have a smooth transfer between the state and district.

Chris would like Director Roxbury and Shawn Halsey at the Closeout and Bi-State tech meetings on 24 August. Shawn plans to be there unless there are issues on the 23<sup>rd</sup>.

Director Rogelstad requested clarification on the cameras and fiber system. Director Coulombe confirmed that Hermiston will maintain 4 of their cameras.

Chris Brown feels that Casey Beard has a handle on what's going and what's staying and is firm on what he'd like to keep.

Director Rogelstad asked what has been said to the Board with regard to the costs associated with fiber and Chris feels the system should be reconfigured for what is needed.

## **VI. Adjourn**

*A motion to adjourn was made by Director Coulombe and seconded by Director Roxbury..*

*Aye: Director Roxbury, Director Rogelstad, Director Matlack, Director Lieuallen, Director Coulombe Nay: None*

**Next meeting is scheduled for September 6<sup>th</sup>, 1:30 p.m. at the Well Springs Room, Port of Morrow.**