

UMATILLA MORROW RADIO & DATA DISTRICT

Hermiston Station #3

August 13, 2013 – 1:30PM

Present:	Director Marc Rogelstad Director Keith Kennedy	Director Ken Matlack
Absent:	Director Lieuallen	Director Roxbury
Guests:	Steve Myren, Morrow County Ron Spencer, Motorola John Wilson, ODOT	Marlon Johnson, Day Wireless Joe Mann, Motorola
Staff:	Shawn Halsey, Rosanna Brown	

I. Call to Order Recognition of Guest(s): Director Rogelstad called the meeting to order at 1:30pm.

II. Roll Call: Directors Rogelstad, Kennedy, and Matlack were present. Directors Lieuallen and Roxbury were absent.

III. Minutes of the Meeting from July 2, 2013

A motion to approve the minutes from the July 2 meeting was made by Director Kennedy and seconded by Director Matlack.

Director Rogelstad: Aye

Director Matlack: Aye

Director Kennedy: Aye

IV. Changes/Additions to the Agenda: VII F. Possible Milton-Freewater Agreement

V. Business from Guests:

Steve Myren formally requested a 700 radio to put in the Command Vehicle, for interoperability with Gilliam County. Shawn had spoken with Gilliam County and received a negative response. Steve has since spoken with them and they have agreed to allow access to their system.

VI. Old Business

A. Riverside High School BDA Project

During the week following the last meeting, Shawn and Chief Stokoe set up the fill-in tower system and equipment in the parking lot at Riverside High School and tested coverage. They found that the signal was very good. Shawn recommended putting equipment inside the school and included the Day Wireless quote in the packet. The two quotes totaled \$6363.63. The downside to the solution is that it will be conventional and emergency buttons will not be effective. Additionally, the District does not have licensed frequencies for talk around. Shawn and Chief Stokoe used UCall for testing, but it would not be appropriate to use all of the time because others use it. Anyone else using it could activate the patch if it was attached to UCall. Shawn has requested licenses for 3 talk around channels.

Director Rogelstad, after discussion with Chief Stokoe, and Steve Myren suggested using a TAC channel. The Boardman PD talkgroup isn't used very much. Shawn agreed and noted that changes would need to be made to the radio programming.

A motion to approve the quotes from Motorola and Day Wireless, for Riverside High School, totaling \$6363.63, was made by Director Matlack and seconded by Director Kennedy.

Director Rogelstad: Aye

Director Matlack: Aye

Director Kennedy: Aye

B. Boardman Substation Update

C. MCC 7500 Console Project

It was announced that the Hermiston City Council voted to consolidate the Hermiston Dispatch Center with the Umatilla County Dispatch Center. Shawn included logging recorder payback agreements from Umatilla and Morrow County in the packet. Steve Myren asked for clarification that Morrow County had as much time as needed to repay the loan and was told by the board that that was accurate and went for Umatilla County also. Shawn spoke with Sheriff Rowan and found that he was also in agreement with using the NICE system.

The new system is primarily IT based so moving consoles, adding stations, and subtracting stations will be much easier than it has been in the past. Much of the "back room" equipment will be removed.

A motion to approve the Console Project with Motorola and NICE, in the amount of \$1,473,027 was made by Director Kennedy and seconded by Director Matlack.

Director Rogelstad: Aye

Director Matlack: Aye

Director Kennedy: Aye

D. District Administrator Contract Renewal

Shawn's employment contract needed to be updated to include his newly raised salary. (Section 3A.Compensation)

After Director Rogelstad and Shawn discussed the contract, it was decided to change the section to read that the salary is set annually by the District Board, rather than including a hard number.

A motion to approve the District Administrator's Contract Renewal was made by Director Matlack and seconded by Director Kennedy.

Director Rogelstad: Aye

Director Matlack: Aye

Director Kennedy: Aye

VII. New Business

A. System Administrator's Report

1. Unit Tracking Sheet

The unit tracking sheet included a portable to UCSO, a portable to the Fire Marshal and portables ready for the Depot and OSP. Shawn noted that his inventory of MTS2000 is getting very low. Steve reported that the portable that was dropped in the river was recovered and is functional.

2. District Income Review: There is still money coming in from the last year's property taxes and a US Cellular lease payment was received.

3. District Expenditures Review

The expenses in July were typical. August will be much higher when including the \$250,000 down payment for the console lease. Employment Taxes and PERS payments continue to fluctuate between months. Shawn files a PERS report electronically once a month.

Director Rogelstad pointed out that the Workers Comp line is over 100% and directed Shawn to check into it. It is an annual payment and is never the same. The line will need to be increased for the next budget.

4. District Bank Statement/Checks Review

The Directors reviewed the bank statement and checks. Director Rogelstad directed Shawn to look into transferring funds to and from an account that earns interest.

B. Morrow County Election Certification

A motion to accept the Morrow County Election results for the May 2013 election was made by Director Matlack and seconded by Director Kennedy.

Director Rogelstad: Aye

Director Matlack: Aye

Director Kennedy: Aye

C. Wheeler's Service Agreement

The service agreement with Wheeler's, to take care of Hermiston Dispatch and Tribal Dispatch, expired so a new agreement was needed. The fee is \$700 each month, for both locations. Next July, it will be updated again, because Hermiston Dispatch will have consolidated and will decrease to \$300.

The agreement was included in the packet and was the same as it has been.

A motion to approve the Wheeler's Service Agreement was made by Director Kennedy and seconded by Director Matlack.

Director Rogelstad: Aye

Director Matlack: Aye

Director Kennedy: Aye

D. VHF Pager Requests

Shawn has been receiving requests for VHF pagers (Pendleton and Echo Fire) and does not have enough left to satisfy them. The pagers were originally provided for the narrowbanding process and Shawn asked for direction from the board about the continued support, supply, and repair of the pagers. His recommendation was to discontinue the support, as VHF pagers are not a purpose of the District.

Steve Myren noted that he also thought it was a bad idea to continue support, and that it could create a responsibility for the District for things that should not be a District obligation.

Director Rogelstad noted that the new system will have smart phone capabilities and that is the future of communications.

Pagers are old technology. Directors Kennedy and Matlack agreed.

If agencies would like more pagers, it is now their responsibility.

E. Resolution 13-08-13-01 Budget Transfer (Elections)

Resolution 13-08-13-01: A Resolution Adopting Changes to the 2013-2014 Budget was read, in title only. The transfer was made necessary when election costs were much higher than anticipated and budgeted for.

A motion to approve Resolution 13-08-13-01 was made by Director Matlack and seconded by Director Kennedy.

Director Rogelstad: Aye

Director Matlack: Aye

Director Kennedy: Aye

F. Possible Milton-Freewater Agreement

Shawn was approached by the Umatilla County Emergency Manager regarding a possible earthquake in Milton-Freewater, the ramifications on their radios communications, and the District's position on support. Shawn explained that the towers are rooted very well in the ground and probably would not shake loose during an earthquake and John Wilson concurred. He asked the Board to give him direction on a response to Milton-Freewater in case of incident.

The board agreed that help should be given to Milton-Freewater in the event of an earthquake and that a formal agreement was not necessary.

Shawn noted that he could provide Milton-Freewater with UHF radios and set up a cross band repeater where the tower was standing. It would be a simple fix. He has a cache of radios that can be loaned. There may or may not be a cost associated. It would be worked out post-incident.

There is a fee structure in place for outside agencies to use the system.

In response to a question from Ron Spencer, Shawn reported that the system has 100% of coverage in Walla Walla and probably about half of Milton-Freewater has coverage. He is unsure about access indoors.

VIII. Open Discussion

Shawn reported that, based on testing done, the District will not oppose the installation by the Electric Cooperative. He plans to do a reading before construction, then again after to check the noise level difference. The noise level is already bad. He notified the Boardman City Manager of the decision.

Shawn has approached Walla Walla Dispatch about installing a trunked mobile radio in their center to allow access for UCSO communication. There is good system coverage there and often shared traffic between the states. Shawn also proposed having a radio for the District to listen to WW communication. The patch would be between two radios, not through Umatilla County Dispatch, as Shawn would not expect them to monitor traffic from Walla Walla. Both solutions are inexpensive, about the same as the Riverside High School solution.

Steve noted that he approached the board with a similar request to communicate with Gilliam County and that request was denied. Director Roxbury objected at the time. Steve felt it would be beneficial to set up communication with all peripheral entities.

Director Kennedy noted that, even if the patch was put in, it is more likely that cell phones would be utilized in those situations.

Director Rogelstad asked Shawn to get more information and put it on the next meeting agenda so thoughts from Directors Roxbury and Lieuallen could be considered in the discussion.

IX. Adjourn

Director Rogelstad adjourned the meeting at 2:15pm.

Next meeting is scheduled for September 3, 1:30 p.m. at Boardman City Hall.