

## UMATILLA MORROW RADIO & DATA DISTRICT

### Boardman City Hall

January 8, 2013 – 1:30PM

Present: Kathy Lieuallen, Director      Marc Rogelstad, Director      Mike Roxbury, Director  
Absent: Keith Kennedy, Director      Ken Matlack, Director  
Guests: Ron Spencer, Motorola      Dave Kraal, Day Wireless      Marlon Johnson, Day Wireless  
Roger Norris, Day Wireless      Rick Stokoe, Boardman PD      Steve Myren, Morrow County SO  
Staff: Shawn Halsey, Rosanna Brown

**I. Call to Order and Recognition of Guest(s):** Director Roxbury called the meeting to order at 1:29pm.

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

### **III. Minutes of the Meeting from December 10<sup>th</sup>, 2012**

*A motion to approve the minutes from the December 10<sup>th</sup> meeting was made by Director Rogelstad and seconded by Director Lieuallen.*

*Director Lieuallen: Aye*

*Director Rogelstad: Aye*

*Director Roxbury: Aye*

### **IV. Changes/Additions to the Agenda**

Strike V.C. Rental Agreement – Doug Paine was unable to attend and asked that the item be postponed.

Add VI.D. Gilliam County System Change review – Director Rogelstad asked to discuss news that Gilliam County will change to a 700 system.

### **V. Old Business**

#### **A. Riverside High School (Boardman) In Building Coverage**

Shawn provided for review, a quote and request for more information from Day Wireless. Shawn will work with the Boardman chief to schedule a time to test from inside the high school. Running the antenna will cost about \$5000, while new equipment, design, and installation will be closer to \$50,000.

#### **B. Narrowbanding Update**

The narrowbanding is almost finished. There wasn't time to put in the temporary solution Shawn had for Echo Fire before the new repeater was delivered. It will be installed 01/09/13.

Additionally, there were issues with 601A while replacing all of 601 at Umatilla County Dispatch. Shawn was informed 01/08/13 that those problems have been resolved.

All of the infrastructure narrowbanding will be done by 01/10/13. Shawn's next task will be to narrowband the radios in the field. Director Roxbury asked if the district will be in compliance without the field units being done and Shawn said the FCC is most concerned with the infrastructure. Director Rogelstad asked if the licensing has been taken care of and Shawn reported that they are all current.

Steve Myren asked if the hospitals have also been taken care of. Shawn reported that Pioneer completed HEAR and that it is up to the hospitals individually. He is responsible for subscriber units. Shawn noted that the hospitals should still be able to talk to ambulances if one is narrowbanded and the other isn't and that they are also able to use UHF radios. Director Roxbury reported that cell phones are being utilized more.

Steve's opinion was that many agencies are reliant on 450 and, if there is a failure, Plan B must be functioning.

### **VI. New Business**

## **A. System Administrator's Report**

### **1. Unit Tracking Sheet**

Shawn delivered radios to UCSO S&R and Umatilla County Emergency Management. On 1/07/13 he issued 3 MCS2000 mobiles to the US Forest Service. He doesn't know when they will be installed and the USFS may use Day Wireless. Shawn noted that 1086 units meet the minimum requirement of 100 per channel.

### **2. District Expenditures and Income Review**

Directors Rogelstad and Roxbury expressed concern about the fuel purchases being made as needed with the district credit card. Shawn will contact PacPride and Heller and Sons to find out information on getting an account set up. He will also find out about the diesel tax exemption.

Director Rogelstad uses CFN and PacPride. He did not think there is a minimum for government agencies.

Director Roxbury asked Shawn about the items in the Budget to Actual account page that are over 50% and Shawn reported many of those lines will not be used again this fiscal year; the purchases have been made.

Director Rogelstad asked Shawn to find out more about the payroll taxes and why they fluctuate so much from month to month

Shawn also pointed out PERS appears to draw every other month, but it is actually twice every other month, once at the beginning for that month and once at the end for the next month. Also, the month with a higher amount was due to overtime paid to Rosanna.

Shawn does not know the percentage of revenue collected but he will find out. Director Rogelstad reported that Morrow County has collected 88%.

*A motion to approve the District Expenditures for December was made by Director Rogelstad and seconded by Director Lieuallen.*

*Director Lieuallen: Aye*

*Director Rogelstad: Aye*

*Director Roxbury: Aye*

## **B. SDAO Conference (Portland 02/07/13 – 02/11/13)**

Director Roxbury will attend the conference Thursday through Saturday and will room with Shawn. Director Lieuallen will also attend and room with Rosanna. The hotel reservations have been made for Wednesday through Sunday. Shawn is unsure if Director Kennedy plans to attend.

## **C. 2013 Election**

Shawn received a letter from Morrow County last week requesting information about director terms and which positions were up for reelection this year. He reminded the board that Directors Roxbury, Lieuallen, Matlack, and Kennedy are up for reelection and must file to run. They must have 25 signatures or \$10 to file and need to contact Umatilla County.

Director Rogelstad told Shawn that the district must put out a notice of election for the open seats.

## **D. Gilliam County System Change Review**

Director Rogelstad heard that Gilliam County is going to a 700 system.

Steve Myren explained that they moved a few weeks ago and included are Wheeler, Gilliam, and Sherman Counties. Crook County Dispatch is also included but he was not sure if they are on 700. They will continue to

use VHF for a few months for paging. OSP will have no means of communicating with them on parts of I84. Steve asked Shawn about putting an interop channel in at Jordan Butte. He understood that a RIC box would

work to allow the radios talk to each other and cross band between agencies. That would work until they lose service from this district in their area. This will be an issue to bordering agencies that depend on interoperability

with the district. Steve's personal opinion was that being able to communicate with other agencies is a necessity and command staff may need dual band capable radios to achieve this. However, outside agencies should be

responsible for having the ability to talk in this area.

Ron Spencer noted that this situation should be part of the strategies discussion when moving from analog to digital.

Steve has not heard anything about the State going to 700 and thinks the project has been abandoned.

## **VII. Open Discussion & Business from Guests**

Ron Spencer thanked the board for approving the console project timeline at the last meeting and noted that Motorola will proceed accordingly.

After the bus wreck hotwash, Shawn decided that it would be appropriate to put radios in the Walla Walla emergency room and their dispatch center. The district has very good coverage in Walla Walla and it would make sense to have communication with them if units are sent there. Shawn plans to approach them to discuss. Director Roxbury listened to the event on his radio and has become convinced that the problems the users are having are not with the system but with their lack of knowledge about how the system works and how to use it most effectively. The issues related to coordinating the agencies from different counties could have been relieved by utilizing other channels and talk groups.

Steve Myren noted that, in every disaster he has attended, this is a failure as users do not think globally. There were complaints about getting a signal in the hole and there were ways that Steve and others could have created a work around but no one knew to ask. Additionally, Shawn noted that there was not a lot of cross communication with ODOT and OSP on scene and the communication that was used was mostly face-to-face. Director Rogelstad suggested an annual refresher course on the radios and the system and a handout operational guide. Additionally, he would like to see the zones cleaned up and slimmed down.

Director Rogelstad asked Shawn for an update on the Milton-Freewater radio request and Shawn reported that he has not been able to reach Bill Howard. Additionally, Director Lieuallen mentioned that she has not heard that anything has been done.

## **VIII. Adjourn**

*A motion to adjourn the meeting at 2:05pm was made by Director Lieuallen and seconded by Director Rogelstad.*

*Director Lieuallen: Aye*

*Director Rogelstad: Aye*

*Director Roxbury: Aye*

**Next meeting is scheduled for February 5, 1:30 p.m. at Hermiston Station #3.**