

**UMATILLA MORROW RADIO & DATA DISTRICT**  
**Boardman City Hall**  
January 7, 2014 – 1:30PM

Present:	Director Mike Roxbury Director Marc Rogelstad	Director Matlack Director Keith Kennedy
Absent:	Director Kathy Lieuallen	
Guests:	Marlon Johnson, Day Wireless Rick Stokoe, Boardman Police John Wilson, ODOT	Pat Lund, Day Wireless Fred Simpson, Motorola
Staff:	Shawn Halsey, Rosanna Brown	

**I. Call to Order Recognition of Guest(s):** Director Rogelstad called the meeting to order at 1:47pm.

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

**III. Minutes of the Meeting from November 5, 2013**

*A motion to approve the minutes from the November 5 meeting was made by Director Matlack and seconded by Director Kennedy.*

*Director Roxbury: Aye*

*Director Rogelstad: Aye*

*Director Matlack: Aye*

*Director Kennedy: Aye*

**IV. Changes/Additions to the Agenda:** None

**V. Business from Guests:** Marlon Johnson introduced the new service manager at Day Wireless, Pat Lund.

**VI. Old Business**

**A. Riverside High School Project Report**

Shawn reported that the rack and equipment were in place in the upper story of the high school. The last time the equipment was tested it was a little noisy so Shawn purchased another antenna. The new antenna will be installed and tested on Wednesday, January 8. If the new antenna does not fix the issues, the equipment may have to be moved from the current room and that will add work and expense. Shawn also bought a battery that will provide 8-10 hours of power.

Director Rogelstad asked Shawn when the equipment will be operational and Shawn replied that the FCC licenses are not official yet. The frequencies are programmed into the unit, but he does not want to program the subscriber units until final approval by the FCC. He expects the project to be complete in a month or so. Marlon Johnson also noted that, once the reference copy was issued, the chance of the frequencies changing became very slim. Shawn will report to the board at final project completion.

**B. MCC 7500 Console Project Report**

Fred Simpson reported that Motorola is staging at the EOC in Pendleton and that the project is on track for an end of March completion. The only issue that could change that would be the possible move of the Umatilla County Dispatch center into the EOC from their current location. If they move right away, the staging equipment will be in the same room and the transition would be easy. If they wait, it may hold the project up. Director Kennedy noted that the Umatilla County Sheriff should be notified that, if the move happens after the project completion, the Sheriff's Office will be financially responsible for the move. Fred also noted that the engineer is looking at different ways to set everything temporarily to make moving easier when the furniture arrives. They can do that or time out the project until the Dispatch Center is complete. Marlon pointed out that new furniture can take 30-90 days to arrive and the staging and training will be ready in 6-8 weeks.

**C. CAD Project Report**

Director Lieuallen has been giving the CAD report and she was excused from the meeting. Shawn's only note was that the District had not been billed for the second phase, software. Shawn will discuss it with Chief Stokoe.

**D. Boardman Bombing Range User Agreement**

A representative from the Navy contacted Shawn again in late November to discuss using the District's system, with their own radios. Shawn sent them the agreement and has not heard back from them yet. He expects it to come back with changes from their legal department. Director Rogelstad and Director Roxbury agreed that the Navy will have to accept the agreement as written if they want to use the system; they are not in favor of using the Navy's version of the agreement. Shawn hopes to have information to report at the next meeting.

## **VII. New Business**

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

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

Pendleton Fire received a dual head mobile for a new command rig. There is one pending request from Helix for a dual head. Subscriber units are moving out slowly which Shawn felt was a good thing. Motorola will stop making the XTS2500s soon and any money put into new units will be lost when the District moves to 700. Radios purchased now will only be used for about half of their life span of 10 years.

#### **2. District Income Review**

Most of the tax payments have come in. Director Rogelstad asked Shawn to bring information to the next meeting about how much has been collected versus how much was anticipated.

#### **3. District Expenditures Review**

November was a pretty typical month for expenses. December was high due to quarterly payments coming due and the annual insurance premium. There was a \$53,000 cost for the Motorola change order that added one console position. In response to Director Matlack's question, Shawn reported that the annual insurance from SDAO came within \$150 of what was budgeted.

#### **4. District Bank Statement/Checks Review/LGIP**

The board reviewed the statements. Shawn reported that he recently transferred \$500,000 into the LGIP account, bringing the balance up to a little over \$600,000.

### **B. Audit Report**

The packet included the auditor's letter to the Board. Director Rogelstad asked Shawn to send the full report to the directors to review before the next meeting. The report was positive. Any issues would have been listed in the "Compliance" portion on the letter. Shawn noted that all of the suggestions that the auditor made last year were implemented.

### **C. Grant County (WA) Visit**

Director Roxbury, Shawn, and Rosanna traveled to Grant County to visit Dean Hane and discuss MACC 911. Dean was the project manager for ADCOMM when the District system was put in. He was also a project manager for Motorola and now works for Grant County. MACC 911 has a Tate trunked system. The visit included a tour of the dispatch center and main site, discussion on why Dean chose the system that he did, and review of subscriber units. They did not meet with any users. Director Roxbury commented that he had no opinion of the equipment but he would rely on his personal opinion of Dean and would take his suggestion to get bids from other brands when building the system out and switching to 700. Director Rogelstad agreed that the District should look at multiple vendors. Director Roxbury stated that Motorola has been good to the District but the board must find the best value for the money. Shawn suggested watching the MACC system in the coming years, learn more about it, and talk to its users.

### **D. Oregon SIEC Technical Sub-committee Meeting Report**

#### **1. Inter Subsystem Interface (ISSI)**

Shawn attended the SIEC meeting in Salem on November 12 where the subcommittee listened to proposals from Harris and Motorola about an ISSI, which is a switch to connect different system cores together. An ISSI is the way the state is looking to address statewide interoperability.

John Wilson reported that it is the proposed way to marry up the state system with cities like Eugene, Portland, and Bend so they are able to share calls. Shawn pointed out that the only way it will work is if everyone has radios that function on the same frequencies as where they are traveling to. The District would have the capability with Eugene while on UHF, but more of the state is on 700. Going to 700 would make the District system more valuable to the state. Based on the presentation alone, Shawn felt that Motorola had the better product.

### **E. SDAO Conference**

The SDAO Conference is scheduled for February 6-8, 2014 in Seaside. Shawn asked if any of the other directors were interested in attending. Director Rogelstad had already signed up to attend for his District and noted that there is a great advantage to directors attending, as this is one of the more valuable conferences and there is a savings on insurance when members attend. In addition to the presentations, there will be information on legislative issues and the opportunity to network with people from other districts, such as ports, water, sewer, and fire. Also available are SDAO staff members and legal advisors to answer special district specific questions.

Shawn and Rosanna are registered and have hotel accommodations for the entire conference, including the pre-conference day. Director Lieuallen will not attend. Director Roxbury asked Shawn to register him and they plan to share a room. Director Matlack planned to check his Jury Duty obligation before committing to attend.

## **VIII. Open Discussion: None**

**IX. Adjourn:** Director Rogelstad adjourned the meeting at 2:21pm.

**Next meeting is scheduled for February 4, 1:30 p.m. at Hermiston Station #3.**