

# UMATILLA MORROW RADIO & DATA DISTRICT

## Boardman City Hall

November 4, 2014 – 1:30PM

Present: Director Rogelstad                      Director Lieuallen                      Director Roxbury  
          Director Kennedy                         Director Matlack

Absent:            None

Guests:          Pat Lund, Day Wireless              Ron Spencer, Motorola  
                     Fred Simpson, Motorola

Staff:             Shawn Halsey, Rosanna Brown

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

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

### III. Minutes of the Meeting from September 2, 2014

*A motion to approve the minutes from the September 2 meeting was made by Director Kennedy and seconded by Director Roxbury.*

*Director Lieuallen: Aye*

*Director Roxbury: Aye*

*Director Matlack: Aye*

*Director Kennedy: Aye*

*Director Rogelstad: Aye*

IV. Changes/Additions to the Agenda: Shawn removed VII. New Business F. He made arrangements with the State to borrow equipment until next year.

V. Business from Guests: None

### V. Old Business

#### A. MCC 7500 Console Project Update

Shawn reported that progress on the console project has been made since the last meeting. The Morrow County radio issue was taken care of and the radio that controls 517, 518, 519 has been moved to Gleason Butte and has been working well from there. There are still intermittent issues with lost audio at Umatilla County. Motorola is addressing that and it has been a couple of weeks since the last time it happened.

Fred Simpson provided a status update sheet to the Board. He said Motorola is focusing on upgrading and reprogramming all of the system components and that having the newest version of all software will help troubleshooting and fixing problems.

A Motorola ST has been working in the Umatilla County and Morrow County Dispatch Centers. All issues are being addressed and taken care of, whether or not they are related to the console project. Motorola's goal is to have everything completed and sign off by the end of November.

Shawn reported that the controller was broken during the SmartX box troubleshooting. Fortunately, the District had a spare box that was already programmed so the problem was cleared quickly. He and the ST will continue to work on it.

Ron noted that the consoles have a one year warranty guarantee for 24/7 service and that Motorola shared Shawn's concern about the audio loss issues. These issues were found at Umatilla County Dispatch only and it was determined that it was not dispatcher error. Traffic was being logged but not showing up on the IRR. It was a difficult problem to diagnose because there was no consistency. Ron would like the District to look ahead at the next 3-5 years and work on strategies to keep the system in good health. The District does not currently have a maintenance contract. Shawn reported that the most recent Motorola proposal for maintenance was about \$200,000 per year.

Director Rogelstad was concerned with one point in the status report. It noted that there has been an abnormal amount of failed equipment. Fred responded that it seemed to have been a coincidence of problems all coming together at once.

#### B. ODOT Agreements

Shawn brought the Cabbage Hill agreement with ODOT to the Board for review. The agreement stated that the District will buy and install the tower and the State will buy and install the building. The District would then have use of the site free of charge, minus maintenance, forever.

Shawn recommended approval of the agreement. The budget will be adjusted later as the money will not be spent until spring. Director Lieuallen noted that there is not a conflict with the Lieuallen landowner and her personally.

*A motion to approve the Cabbage Hill agreement with ODOT, was made by Director Roxbury and seconded by Director Matlack.*

*Director Lieuallen: Aye*

*Director Roxbury: Aye*

*Director Matlack: Aye*

*Director Kennedy: Aye*

*Director Rogelstad: Aye*

Shawn reported that he has worked on an agreement for labor reciprocity with the State. Each service will be charged and the State and District will bill each other quarterly. Services that the District might provide include work on subscriber units, microwave equipment, and back up to the State employees during projects. The State can provide backup help to the District and work on our microwave system. Shawn felt that the District has the opportunity to earn more money for our services to the State. He will bring the agreement to the next Board meeting.

## **VII. New Business**

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

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

Shawn issued two portables to Echo Fire and one to the Umatilla County Sheriff's Office for a new detective. He also took back the portables from Umatilla County Public Works. They still have a third portable that they will return when they find it. Boardman Fire returned mobiles and VHF radios. Shawn reported that the Umatilla County Sheriff's Office inherited the radios from Weston PD. St. Anthony Hospital was removed from the user list. Shawn recovered the radios that they had in their old building.

2. **District Income Review:** The District received about \$5000 from Umatilla County and expects more soon. Director Rogelstad reported that Morrow County had increased by about \$90 million and its current value is about \$2 billion. He also noted that there will be revenue from Amazon.

3. **District Expenditures Review:** Shawn has transferred money from the LGIP account as needed, to cover expenses until tax money comes in. There were no unusual expenditures during the month.

4. **District Bank Statement/Checks Review/LGIP:** The Board reviewed the checks and statements.

### **B. UMRDD FY13-14 Audit**

The audit report was very good. Shawn enacted the recommendations the auditor made, including using Purchase Orders when making online payments. The auditor requested approval by the Board before the report is sent to the State. Director Kennedy's term will be up for reelection next year. Director Rogelstad announced that he does not plan to seek reelection to the Board. He asked that the other Board members start reaching out to prospects for his position. Shawn will bring a final audit to the next meeting for final approval by the Board and signature.

### **C. Budget Change Resolution**

*A motion to approve Resolution 14-11-04-01: Changes to the FY14-15 Budget, was made by Director Kennedy and seconded by Director Roxbury.*

*Director Lieuallen: Aye*

*Director Roxbury: Aye*

*Director Matlack: Aye*

*Director Kennedy: Aye*

*Director Rogelstad: Aye*

### **D. CTUIR IRR Equipment Purchase**

The IRR and installation quotes that Shawn provided were to fill a gap of service to the Tribe. Their contract includes the support of their equipment and the IRR was needed as part of the console upgrade project. This was an unknown expense at the time of the initial console purchase.

*A motion to approve the expenses of \$6156.20 and \$815.00 to Day Wireless for the equipment and IRR installation at CTUIR was made by Director Matlack and seconded by Director Lieuallen.*

*Director Lieuallen: Aye*

*Director Roxbury: Aye*

*Director Matlack: Aye*

*Director Kennedy: Aye*

*Director Rogelstad: Aye*

### **E. Coverage Testing Software Purchase**

Shawn has been researching coverage testing software over the last few months. He has found many application for this type of software including system diagnostics and coverage testing by site. He would like to purchase this type of software in the future and use it to find good locations for additional sites. There are 3 companies that offer the software and it ranges from \$5,000-10,000 and some have maintenance contracts up to \$2,000 per year. He plans to continue his research and demo their software. He planned to bring quotes to the December meeting for the Board to review.

**VIII. Open Discussion:** None

**IX. Adjourn:** Director Rogelstad adjourned the meeting at 2:27p.m.

**Next meeting is scheduled for December 2, 1:30 p.m. at Hermiston Station #3.**