

**UMATILLA MORROW RADIO & DATA DISTRICT**

**Boardman City Hall**

January 6, 2015 – 1:30PM

Present: Director Rogelstad Director Lieuallen  
Director Kennedy Director Matlack

Absent: Director Roxbury

Guests: Fred Simpson, Motorola Ron Spencer, Motorola  
Randy Covert, Motorola Pat Lund, Day Wireless  
Jennine Weber, Harris Corporation Marty Broadbent, Boardman Fire  
John Shafer, Umatilla County Dispatch

Staff: Shawn Halsey, Rosanna Brown, Brett Mueller

**I. Call to Order Recognition of Guest(s):** The board welcomed Randy Covert, Jennine Weber, and John Shafer.

**II. Roll Call:** Directors Lieuallen, Rogelstad, and Matlack were present when the meeting was called to order. Director Kennedy arrived at 1:34pm. Director Roxbury was absent.

**III. Minutes of Meeting from December 2, 2014**

*A motion to approve the minutes from the December 2 meeting was made by Director Lieuallen and seconded by Director Matlack.*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Rogelstad: Aye*

**IV. Changes/Additions to the Agenda:** Director Rogelstad added an item before adjournment. He tendered his resignation from the Board and passed the gavel to Director Lieuallen, the vice-chair.

*Director Kennedy arrived at 1:34pm.*

**V. Business from Guests:** None

**VI. Old Business**

**A. MCC 7500 Console Project Report**

The system continued to have issues over the last month. They were identified and a few were fixed. The problem with diagnostics continued to be the errors happening at random times and at random consoles. These problems have been isolated to Umatilla County and had not come up in Morrow County or at the Tribe.

Brett has spent a lot of time trying to find the sources and reasons for alarms. He felt that many of the issues were due to loose ends not taken care of during installation and those issues also showed up in Morrow County. There was also an issue with passwords locking dispatchers out and necessitating an administrator to unlock the system and that has since been fixed. An issue with the VPM resetting was resolved when the correct operating system was installed. Shawn and Brett also discovered an Ethernet cable plugged into the wrong port of a server. They have spent many hours going over trouble reports from dispatcher and found some radio problems and some user problems. Director Rogelstad felt that Brett and Randy still had work to do to figure out all of the problems and he also said that it sounded like many details had been overlooked by Motorola. John Shafer described one particular instance of missing audio that was random and the issue couldn't be attributed to a particular cause.

Fred provided an update on the project and discussed final documents for the system manual and CAD drawings. The next step is final acceptance. Shawn will be given a full list of passwords. Motorola will continue to maintain Wire Shark to collect data and Motorola engineers are still monitoring the data. He recommended working to set up a service and maintenance agreement.

**B. System Optimization Update**

The optimization was completed and Shawn received the report. It listed a couple of things to look at, including some interference at Gleason on Channel 7. There was also an issue at Coombs Canyon to address.

**C. ODOT Agreements**

**1. Personnel Services**

*A motion to accept the Personnel Services agreement with the Oregon Department of Transportation was made by Director Matlack and seconded by Director Lieuallen.*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Rogelstad: Aye*

*Director Kennedy: Aye*

#### **D. District Vehicle Lighting**

Shawn conducted more research regarding the vehicle lighting and found that it will take a lot of work to obtain an emergency vehicle designation. He included information in the packet. Director Matlack suggested that Shawn talk to Steve Myren about facilitating. The Board continued to support the idea of having the vehicle lighted but asked Shawn to talk to the insurance company about liability, coverage, and rates and bring it back to the Board for further discussion.

#### **VII. New Business**

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

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

There were no changes in the tracking sheet when the packet was printed. Since then, Shawn issued radios to Umatilla County that have been absorbed from Athena Police Department.

He has not reissued the radios from Boardman Fire Department yet and they are not included in the tracking sheet.

In response to Director Matlack's question, Shawn reported that he had not heard anything from Pilot Rock.

**2. District Income Review:** Shawn planned to move money into the LGIP account.

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

There were several large expenses in the last month, including the IRR at the tribe, the Motorola optimization, and new tires for the Ford truck. Additionally, there will be a tow expense for the Tahoe, from when it was stuck at the 601C site.

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

##### **B. VHF Radio Support**

Shawn periodically receives requests for VHF service and equipment. Most recently, it was a VHF antenna at Pendleton Fire. He asked the Board for direction in supporting VHF equipment.

Director Rogelstad pointed out that the Board's opinion has always been not to support VHF. If Shawn has the equipment in storage, he may use it but should not buy new equipment. Shawn noted that some VHF equipment was purchased in the past, but only during narrowbanding for infrastructure to maintain the current level of service.

##### **C. All-Terrain Vehicle**

Shawn discussed the need for an all-terrain vehicle to reach sites during winter weather. The Board supported the idea of acquiring a vehicle. After discussion, it was decided that Shawn will research possible donations to the District (AT&T), grants and surplus sales.

#### **VIII. Open Discussion**

Director Rogelstad thanked the board that he had served with for a long time. He also thanked Motorola, Day Wireless, and the staff for all of their hard work over the years. He suggested appointing someone to take his position at the next meeting. Marty Broadbent brought a letter of interest. It was decided that the District would run a small ad in the paper, accepting letters of interest.

Director Lieuallen thanked Director Rogelstad for his years of service and the knowledge that he passed on to the Board. The District wished him well.

#### **IX. Adjourn**

*A motion to adjourn the meeting was made by Director Matlack at 2:31pm and seconded by Director Kennedy.*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Rogelstad: Aye*

*Director Kennedy: Aye*

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