

**UMATILLA MORROW RADIO & DATA DISTRICT**

Umatilla County Fire District #1

August 1, 2017 1:30PM

Present: Director Matlack                      Director Pratt  
          Director Kennedy                     Director Lieuallen

Absent: Director Roxbury

Guests: Marlon Johnson, Day Wireless                      Kristen Bowles, Morrow County Sheriff's Office  
          Rick Stokoe, Boardman Police Department            John Bowles, Morrow County Sheriff's Office  
          Greg Goodwin, Microwave Networks                Roy Kyser, Motorola

Staff: Shawn Halsey, Rosanna Brown

I. Call to Order and Recognition of Guest(s): The meeting was called to order at 1:31pm.

II. Minutes of the Meeting from July 11, 2017

*A motion to accept the minutes from the meeting on July 11, 2017 was made by Director Kennedy and seconded by Director Matlack.*

*Director Pratt: Aye*

*Director Matlack: Aye*

*Director Kennedy: Aye*

*Director Lieuallen: Aye*

III. Changes/Additions to the Agenda: None

IV. Business from Guest(s): Roy Kyser, new account manager from Motorola for UMRDD, introduced himself.

V. Old Business

A. New Systems RFP

The RFI was still out for responses. Shawn received a few questions and expected to be able to discuss the results at the next meeting. The microwave RFI had not been issued because Shawn wanted to have a discussion with AT&T first, about sharing the microwave system and other resources to build out their coverage in rural Oregon for the FirstNet project. Shawn reported that AT&T is interested that the state of Oregon will be opting into the FirstNet program.

B. Subscriber Subcommittee

The subcommittee has not met yet, but expect to be able to as the summer activities come to a close.

C. Grant Assistance

Shawn provided an updated proposal from Andrew Seybold. The packet included consultant introductions and more information about the services. Shawn noted that this group has a lot of experience at the national level and Seybold was the driving force behind FirstNet and brought it to congressional attention. In response to Director Pratt's question, Shawn noted that the proposal was not a potential agreement so the term of the contract was not outlines, but he expected it to be less than a year. The timing of a contract would be critical during the grant process. Seybold's group supported the idea of agreements with AT&T and included that information in the packet.

Shawn planned to also look at other grant assistant options.

VI. New Business

A. System Administrator's Report

1. Unit Tracking Sheet

Mobiles were issued for a new tender at Echo Fire and one of the UCSO's boats. Shawn received a request from Pendleton Police Department for a radio for the chief's new vehicle.

2. District Income Review: The Board reviewed the Income Report.

3. District Expenditure Review: The Board reviewed the Expenditure Report.

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

5. LGIP: The Board reviewed the LGIP Report.

Shawn planned to transfer some funds to the checking account, to cover expenses. LGIP recently changed the way they managed the process, so Shawn was completing the paperwork for the update.

#### 6. Safety Committee Review

Shawn reported that there were no safety related incidents during July. He visited the Idaho National Lab in Idaho Falls, to participate in a federal exercise. There were no exposures.

Shawn reported that the Eclipse event in Morrow County in August included some safety related concerns, because he and Brett would be spending time there monitoring communications. Safety concerns included fire, sun exposure, sufficient water and shelter. Shawn reported that arrangements have been made for shelter and power, and fire extinguishers, fire retardant tarps, and water will be purchased. Shawn was unsure of the quality of cell phone coverage during the event, but assured the Board that there would be full and complete radio coverage.

Director Lieuallen asked Shawn to provide both dispatch centers with information and directions for a response.

#### B. Solar Powered Repeater System Proposal

Shawn had been looking for a way to ensure radio system operations during an extended power outage for some time. He felt that it would be too difficult to get fuel to the sites during a mass outage and that complying with the rules for increasing the tank sizes at the sites would create a large expense to the District.

He found a DHS grant that was specifically for projects to prepare for the Cascadia earthquake event and proposed that the District apply for the grant and use the funds to install solar powered repeaters at existing District sites, after the new voice system is installed. The repeaters would operate on the same band as the trunked system so users could use the same equipment that they currently use and there was not a difference in price when choosing one band over the other. Solar powered repeaters could also serve as a back-up system to the trunked system. Shawn expected the cost to be about \$50,000 per site and asked for Board feedback. He noted that the price of equipment would be affected by the power level. The final grant number would determine how many sites could be done. Director Lieuallen felt that solar panels were a good idea and noted that the panels at McIntyre were working well.

In response to Director Pratt's question, Shawn explained that running the trunked system heats the equipment and HVAC is needed to keep it cool. HVAC cannot be run with solar energy so moving from the trunked system to a conventional system made the most sense, during an outage. Director Pratt also asked if this grant could be applied toward funding the new system, but Shawn said the grant is very specific about the funding being only for Cascadia earthquake preparation.

In response to Director Matlack's question regarding damage during the earthquake, Shawn said the state expected I5 to be completely out of use. Many part of I84 would also be affected by rock slides, though the bridges should remain intact. All Coast Guard facilities are located in the tsunami zone. Director Matlack asked why the state was not taking care of the infrastructure issues that are being presented and Shawn responded that he is working at the state level with planners but felt that they didn't have a full understanding of the impact.

Director Matlack and Lieuallen supported pursuing the grant. The grant was 100% funding, no matching funds necessary. Director Kennedy suggested applying for the grant after the band was decided. Director Matlack asked about the cost of maintenance to the District and Shawn thought it would be very low. There would not be an annual maintenance expense, but the panels and batteries would have to be replaced after 15-20 years. He also felt that other grants could be won for those replacements. Director Kennedy supported the grant application, as long as there was no cost to the District and no funding was being taken away from the new voice system project and Director Pratt agreed.

#### C. Eclipse Support Plan

Shawn and Brett will be supporting Morrow and Umatilla Counties during the eclipse event. Brett will be handling 395, during daytime hours and Shawn will be camped at 207 for few days. Brett may stay over the night of August 20. The District will be using NEON and South Umatilla County UTAC repeater. A Forest Service employee will also be at the tower, near Shawn.

#### D. Resolution 17-08-01-01: Changes to Budget

The Workers Compensation insurance policy cost came in significantly higher than last year. Shawn recommended moving \$926.12 from the Contingency line to the WC line. He felt that the increase was based on a claim from 2 years ago.

Shawn read the resolution.

In response to Director Matlack's question, Shawn explained that these resolutions are not necessary for budgeting laws or the auditor and that he used them to keep the District's budget and expense forms accurate, so an updated document did not need to be provided.

*A motion to adopt Resolution 17-08-01-01: Changes to the Budget, as read by the District Administrator, was made by Director Pratt as presented, second by Director Matlack.*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Pratt: Aye*

*Director Kennedy: Aye*

#### E. New District Vehicle

Shawn provided quotes from 2 vendors that deal with state wide contract pricing. He pointed out that the quotes were very close, less than \$1000 difference. Brett will be the primary operator of the new vehicle. He and Shawn researched both vehicles and recommended

the Dodge from Withnell in Salem. The Dodge included an upgraded transmission, a better turning radius, and a higher rear differential which would give better mileage on the highway. The upgraded transmission was not an option on the Chevy. Hubbard Chevrolet offered delivery for \$400 and there was no offer of delivery from Withnell Dodge. The Chevy also offered a split bench seat that would be convenient for equipment in the back and the Dodge did not have that. Shawn noted that the District received \$65,000 from Umatilla County, for the Ford.

*A motion to approve the purchase of a 1 ton truck from Withnell Dodge in the amount of \$40,905.00, upon the recommendation of the District Administrator, and based on his research, was made by Director Matlack and seconded by Director Kennedy.*

*Director Matlack: Aye*

*Director Pratt: Aye*

*Director Lieuallen: Aye*

*Director Kennedy: Aye*

#### VII. Open Discussion

Shawn reminded the Board that the next meeting will be the day after the Labor Day holiday.

He also noted that he sent an informational email out regarding the JamX at Idaho National Labs. He reported that significant negative information regarding dual band radios came out of that exercise.

#### VIII. Adjourn

*A motion to adjourn the meeting at 2:25pm was made by Director Kennedy and seconded by Director Pratt.*

*Director Pratt: Aye*

*Director Matlack: Aye*

*Director Kennedy: Aye*

*Director Lieuallen: Aye*

#### **Next Meeting**

September 5, 2017

Boardman City Hall