

UMATILLA MORROW RADIO & DATA DISTRICT

Boardman City Hall
May 5, 2015 – 1:30PM

Present: Director Broadbent, Director Matlack, Director Lieuallen

Absent: Director Roxbury, Director Kennedy

Guests: Marlon Johnson and Pat Lund, Day Wireless

Staff: Shawn Halsey, Rosanna Brown

I. Call to Order Recognition of Guest(s)

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

III. Minutes of Meeting from April 7, 2015

A motion to approve the minutes from the April 7 meeting was made by Director Matlack seconded by Director Broadbent.

Director Matlack: Aye

Director Broadbent: Aye

Director Lieuallen: Aye

IV. Changes/Additions to the Agenda: Add F. Site Battery Purchase to New Business

V. Business from Guests: None

VI. Old Business

A. Vehicle Lighting Discussion

Shawn has been working on the packet for the ODOT emergency designation and has sent letters to the local police and fire chiefs within the District. He received letters from the City of Hermiston and the Umatilla County Sheriff's office in support of the designation. He had not received letters from any other agencies. He assumed that no letter meant no support. Based on a conversation he had with Stuart Roberts (PPD), Shawn planned to have a meeting to discuss the subject with all of the agencies that did not respond or responded with questions. The Board suggested Shawn asked to be added to the next LEA meeting agenda. Shawn explained that, if an agency does not support the designation, it only means that he cannot utilize the designation in their jurisdiction, it does not mean that ODOT will deny the request. Shawn also reported that the ODOT representative told him about a new procedure where someone requesting the designation could put forward their policy for operation of the vehicle and that would be a way around obtaining the letters of recommendation. This designation would not allow for blue lights. This may or may not be based on requests by private businesses.

B. Salary Scale

Shawn provided a pay scale for the positions of Communications Technician and Administrative/Technical Assistant. The scale provided a 2.5% increase in salary at every step, plus COLA (1.7% for 2015) and a COLA increase each year after the 5th step is reached. Currently, Brett is at step 1 and Rosanna is at step 3.

A modified schedule of 32 hours was requested by Rosanna and discussed at the last meeting. She was not interested in working 4/10s. Director Matlack did not support the idea of making a position fit for a particular employee and wondered what the District would do for a new employee in that position. The directors present agreed to wait until the entire Board was in attendance to make a decision about the reduced hour schedule.

A motion to approve the UMRDD employee pay scale, as presented, was made by Director Matlack and seconded by Director Broadbent.

Director Matlack: Aye

Director Broadbent: Aye

Director Lieuallen: Aye

VII. New Business

A. System Administrator's Report

1. Unit Tracking Sheet

Shawn reported that another portable was issued to UCSO for a reserve deputy. Currently, the UCSO has floating reserve radios. The number of reserve radios that each agency has is based on their original requests. Shawn explained that each agency's reserves have

their own portables except the UCSO. Shawn also reported that the UCSO is getting new vehicles but he felt that they will not need additional radios, as they will be swapped from the older vehicles.

2. District Income Review: Board reviewed. Morrow County has collected over 100% of projected revenue.
3. District Expenditures Review: Board reviewed. The overage in the Field Equipment line was on the agenda.
4. District Bank Statement/Checks Review/LGIP: Board reviewed. In response to Director Matlack's question, Shawn noted that employee salaries are paid once per month.

B. FirstNet Stakeholders Conference – June 3-5

FirstNet is a national public safety data system that has been in process for about 5 years. They have bandwidth and funding from the FCC. Recently, they have come out with an example RFP for the initial construction and are taking comments for 90 days. Shawn attended the meeting they held in Oregon last fall. They are looking for partnership for microwave back haul and the District could take advantage of that when it's time to upgrade our system and cost share. Shawn planned to attend the Stakeholders Conference in San Diego June 3-5 to get more information and stay involved in the discussion. He will leave for San Diego directly from the next Board meeting.

C. Tahoe Interoperability Package

Regardless of emergency designation, Shawn planned to install radios in the District Tahoe, including conventional UHF, trunked UHF, convention VHF, and trunked 700/800. He planned to have it programmed by TriCounty to use for interoperable events such as fires in Gillam County. He will also talk with Washington.

Director Matlack asked about communication with Washington and was directed to use the VHF LEARN channel that is programmed in his radios. Benton County has a patch from 700/800 to LEARN.

D. Region 35 700Mhz RPC Website Support

Shawn recently became the secretary of the Region 35 group that will coordinate the assignment of 700/800 frequencies in Oregon. He has attended meetings in the past, but became a full member when the Board decided to go 700. The group has an outdated website that Shawn felt that the District could help them update. The group liked the look of our site. Shawn estimated about 2 days of work from the District employees to create the new site. He asked the Board for permission to allow the time to be spent on the project. Shawn felt that building the site for the group would be good PR for the District state-wide and help with frequency designation and recognition down the road. The District would only build and support the site. Brett would be in charge of security and software updates. Any content updates will be done by Shawn, as the secretary of the group.

A motion to approve 24 hours of staff time to assist Region 35's updating of their website was made by Director Matlack and seconded by Director Broadbent.

Director Matlack: Aye

Director Broadbent: Aye

Director Lieuallen: Aye

E. Resolution 15-05-05-01: Budget Line Changes

Shawn requested approval to move funding from the Test Equipment line to the Field Equipment line to cover radio purchases. He did not plan to spend any more money on test equipment this budget year.

A motion to approve Resolution 15-05-05-01: Budget Line Changes was made by Director Broadbent and seconded by Director Matlack.

Director Matlack: Aye

Director Broadbent: Aye

Director Lieuallen: Aye

F. Site Battery Purchase

There was a power outage in Pendleton on Friday, May 1 and the system went into Failsoft. The generator turned on and brought the site back up but the batteries should have run it. Shawn discovered that 3 of the 24 cells in the battery plant were bad. The Master Site didn't lose power and the Weston Mountain site did not go down. The batteries are 13 years old and may not have lasted their expected 20 years due to some HVAC issues at the site. Shawn provided two quotes to replace the batteries. The first quote of \$10,946 would replace the batteries at their current capacity. The second quote of \$11,325 would replace the batteries at a higher capacity. Shawn recommended the higher capacity battery but needed to measure to ensure that they would fit before making the purchase.

A motion to approve the purchase of a replacement battery system, in the amount of \$10,946 or \$11,325, based on the appropriate

configuration with the larger system being preferred, was made by Director Matlack and seconded by Director Broadbent.

Director Matlack: Aye

Director Broadbent: Aye

Director Lieuallen: Aye

VIII. Open Discussion: None

IX. Adjourn

A motion to adjourn the meeting was made by Director Broadbent and seconded by Director Matlack.

Director Matlack: Aye

Director Broadbent: Aye

Director Lieuallen: Aye

The Budget Meeting is scheduled for Wednesday, May 20, 1:00p.m. at Hermiston Fire Station #3.

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