

UMATILLA MORROW RADIO & DATA DISTRICT

Hermiston Fire Station #3

June 7, 2016 – 1:30PM

Present: Director Pratt Director Lieuallen Director Matlack
Director Kennedy Director Roxbury

Absent: None

Guests: Ron Spencer, Motorola Larsen Grabenkort, Motorola
Jennine Weber, Harris Corp Rick Leatterman, Harris Corp
Greg Montalbano, Day Wireless Loren Dieter, Boardman Police Department

Staff: Shawn Halsey, Rosanna Brown

Budget Hearing

- I. **Call to Order:** The Budget Hearing was called to order at 1:33pm.
- II. **Roll Call:** Directors Roxbury, Lieuallen, Matlack, Pratt, and Kennedy were present.
- III. **New Business**
 - A. **Changes to the Budget**

There were no changes to the budget. Shawn noted that there may be need for a supplemental budget in the future.

B. Resolution 16-06-07-02: Adopting the Budget

The budget was reviewed by the Board of Directors. Shawn read the resolution.
A motion to adopt Resolution 16-06-07-02 was made by Director Matlack and seconded by Director Pratt.
Director Roxbury: Aye
Director Lieuallen: Aye
Director Matlack: Aye
Director Pratt: Aye
Director Kennedy: Aye

IV. Open Discussion

Director Matlack asked about the assessed values for Umatilla and Morrow County. Shawn noted that Morrow County projected a small bump and Umatilla County remained the same.

V. Adjourn: The hearing was adjourned.

Board of Directors Meeting

- I. **Call to Order and Recognition of Guests:** The meeting was called to order at 1:34pm.
- II. **Roll Call:** Roll Call was done during the Budget Hearing. All Directors were present.
- III. **Minutes of the Meeting of May 3, 2016.**

A motion to approve minutes from the May 3 meeting was made by Director Kennedy and second by Director Lieuallen.
Director Matlack: Aye
Director Lieuallen: Aye
Director Kennedy: Aye
Director Roxbury: Aye
Director Pratt: Aye

- IV. **Changes/Additions to the Agenda:** None
- V. **Business from Guests:** None

VI. Old Business

A. Umatilla System Extender Agreement

Shawn had still not heard back from the City. Director Kennedy said he would look into it.

B. Communications Interoperability Grant Purchase

1. Tower Work

Shawn provided quotes from Day Wireless for tower work. One quote was work related to the interoperability grant and the other was for needed work. Shawn spent a day driving to the sites involved last week with the supervisor that will be doing the work. The tower inspection quote was \$11,755 and covered towers at the UC Justice Center, Gleason, and PGG. The Justice Center and Gleason are the oldest towers that the District owns. PGG is the only guyed tower and takes more maintenance. The interop quote was \$32,449.90.

Shawn asked that the board approve the quotes in separate motions.

A motion to approve the Day Wireless quote for tower inspections, in the amount of \$11,755, was made by Director Matlack and seconded by Director Kennedy.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Pratt: Aye

A motion to approve the Day Wireless quote for tower work related to the interop grant, in the amount of \$32,449.90, was made by Director Lieuallen and seconded by Director Pratt.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Pratt: Aye

C. MCP Report

Shawn had William Rudolph and Brian Malinich give a report to the Board telephonically. Their report was distributed to the Board at the meeting. It was not for public release. The report outlined 3 recommended options for the District, based on their investigation, site visits, and feedback from stakeholders and Shawn during their visits. They also reviewed the presentations made by Motorola and Harris. The report identified weaknesses and strengths, a focus on the radio spectrum, and interoperability. They suggested moving from UHF to 700, mainly for interoperability purposes and the opportunity of collaboration with the State. They found that there are some areas that need better coverage, according to the users. The system capacity is more than adequate and even during high use times, such as the Pendleton Round Up, there were no busy signals. There is substantial backhaul to support analog, but the system is old technology and there is newer technology available and P25 Phases 1 and 2 to consider.

Motorola's presentation painted a bleak picture, with Quantars reaching their end of life and the difficulty of getting spare parts. The 7.9 system release that the District currently has, has also reached end of life.

The 3 option that MCP offered were

1. Forklift: replace the entire system. This could be done with any vendor. This option would require replacing subscribers and upgrading backhaul to get to P25 operation. Using an RFP to get a brand new system would level the playing field for all of the vendors (Harris, Motorola, Tait, Daniels, EF Johnson) and would make the pricing more competitive. Existing equipment could be leveraged. MCP felt that this was the best option and are available to write the RFP and take full responsibility for it, including challenges, if any. If the District chose to go with Harris, there would be additional savings if pairing with the State, including site equipment and maintenance contracts. This option could also be done in phases, with the cost and work spread out over time. If a new site is needed, build it first, then upgrade the microwave, and then replace subscribers. This option would cost between \$10 million and \$11 million, with everything included.
2. Motorola: update the system according to their proposal. The advantage to this option is it buys the District time and is lower risk. The disadvantages are the cost and further dependency on Motorola. This would cost millions of dollars and would only be an upgrade, no new features, no additional coverage or capacity, and no new subscribers. The MTS and MCS are past end of life and the XTS and XTL will be at the end of this year. Even after their most expensive 6 year plan, the system would only be at 7.17 and would need an upgrade to the core. At that

time all subscribers would have to be flashed, for a cost, or replaced.

3. Do Nothing: repair and replace as needed. This is a temporary solution and parts will continue to be difficult to find. Shawn asked MCP to come back and be available during a Board meeting. There was no money left in the contract so there would be a \$2200 expense. Director Roxbury would like the time to review the report. Shawn asked to form a subcommittee, with 2 directors.

VII. New Business

A. System Administrator's Report

1. **Unit Tracking Sheet:** The Board reviewed the tracking sheet.

2. **District Income Review:** The Board reviewed the income report.

3. District Expenditures Review:

The Board reviewed the expense report. In response to Director Roxbury's question, Shawn explained that the District's membership to the Bend Chamber of Commerce was related to the health insurance plan. Shawn planned to move \$50,000-60,000 into the checking account, from the LGIP account.

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

5. **LGIP:** The Board reviewed the LGIP report.

B. Resolution 16-06-07-01: Changes to the Budget

A motion to adopt Resolution 16-06-07-01: Changes to the budget, was made by Director Kennedy and seconded by Director Matlack.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Matlack: Aye

Director Pratt: Aye

C. District Administrators Salary Increase

Shawn requested a salary increase of 3%. This was the first increase in 3 years. The increase was reflected in the FY2016-2017 budget line for District Administrator's Salary. Brett received a 2.5% increase for his move to the next salary step. There was no cost of living increase this year. All of the directors had a positive response to the increase.

A motion to increase the District Administrator salary by 3% was made by Director Kennedy and seconded by Director Lieuallen.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Matlack: Aye

Director Pratt: Aye

D. Meeting with Steve Reinke (Deschutes County) and Rob Reish (SRP)

Harris offered to facilitate a meeting with Steve Reinke of Deschutes County, Rob Reish of the State Radio Project, and Shawn to talk about what's been done with Deschutes. Shawn would like MCP in attendance and that will cost \$2200. The Board agreed to move the next board meeting to July 12, instead of July 5. Shawn will let Steve and Rob know the date. It will be at Boardman City Hall.

VIII. Open Discussion

Shawn asked the Board to form a subcommittee to discuss the District's options for the future. Directors Roxbury and Kennedy volunteered to be on the subcommittee. Shawn suggested including the members of the User Board. It includes people from each dispatch center, law enforcement, and fire from each county. The meeting will be held Tuesday, June 14 at the UC Justice Center in Pendleton.

A meeting with Motorola was scheduled for Wednesday, June 8, at 10am.

IX. Adjourn

A motion to adjourn the meeting at 2:47pm was made by Director Kennedy and seconded by Director Lieuallen.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Matlack: Aye

Director Pratt: Aye