

UMATILLA MORROW RADIO & DATA DISTRICT

Boardman City Hall
May 3, 2016 – 1:30PM

Present: Director Pratt Director Lieuallen Director Matlack
Absent: Director Kennedy Director Roxbury
Guests: Marlon Johnson, Day Wireless
Ron Spencer, Motorola
Loren Dieter, Boardman Police Department
Staff: Shawn Halsey, Rosanna Brown

- I. **Call to Order and Recognition of Guests:** The meeting was called to order at 2:22pm.
- II. **Roll Call:** Directors Pratt, Lieuallen, and Matlack were present. Directors Kennedy and Roxbury were absent.

III. Minutes of the Meeting from April 5, 2016

Regarding the logging recorder payment in the District Income Review section, the sentence should read: “The payment from the City of Pendleton Dispatch Improvement Fund was their half of the logging equipment.” This correction was made by Director Lieuallen.

A motion to approve the minutes from the April 5 meeting, as amended, was made by Director Pratt and seconded by Director Matlack.

*Director Pratt: Aye
Director Lieuallen: Aye
Director Matlack: Aye*

- IV. **Changes/Additions to the Agenda:** None
- V. **Business from Guests:** None
- VI. **Old Business**
 - a. **Umatilla Extender Agreement:** This item was not discussed during the meeting.

b. Communications Interoperability Grant Purchases

A Day Wireless quote for the Regional Interoperability Project was provided in the packet. It included labor and materials. Shawn recommended approving the quote.
A motion to approve the quote from Day Wireless, in the amount of \$34,396.10 and dated 05/02/16, was made by Director Matlack and seconded by Director Pratt.

*Director Pratt: Aye
Director Lieuallen: Aye
Director Matlack: Aye*

c. Schools Update

Shawn issued 12 portables to the Morrow County School District. He sent emails to all of the school in the area, asking if they were interested in becoming users. Lone was not interested but Hermiston and Pendleton (per Rick Stokoe) were. Shawn expected to make agreements over the summer and start usage in the fall, when the personnel updates have gone into effect. More radios will have to be purchased, but the user fees will offset the expense.

d. DHS Grant Results

The District was not awarded any grant funds. Shawn planned to try again next year.

e. Motorola Proposal

Ron Spencer provided information on the previous 3 options given and a new 4th option for service and maintenance of the system. The 4th option is based on Shawn’s view that the District could not afford to commit to a 6 year plan. Ron encouraged

the District to make the investment to upgrade this year. The largest part of the upgrade is software and all 4 quotes included a continuity fee of \$248,000, but was waived by Motorola. The District is using version 7.9 and the current release is 7.16. The 4th option proposes a system upgrade agreement over 3 years, with an upgrade of 2 version jumps. The annual cost is around \$360,000 and the system would be at version 7.17 by 2018. Another option was a one-time upgrade from 7.9 to 7.13 and would cost a lump sum of \$1.3 million.

Shawn commented that the 4th option is more desirable than the first 3 offered, but spending that amount of money each year would take funds away from other, also important, projects like the upgrading of the microwave system. That upgrade would be delayed. This options would also not allow the District to upgrade to a P25 system in 2020. A move to P25 will require the upgraded microwave system.

Ron stated that Motorola would like to help the District with grant funding and leasing options. He recommended that the Board get the system current and sustainable, analyze the consultant report from MCP, look at budgetary numbers in the fall, plan projects with mixed funding plans for FY2017-2018, and move forward with a digital system in FY19-20.

Based on Director Matlack's question, Ron explained that Motorola has 20 trunking systems in Oregon and Washington and UMRDD is in the middle, size-wise and that some of Motorola's other customers have been successful using grants and leasing to fund their systems. He also noted that going to the 700 spectrum will cost more than staying UHF because every subscriber unit will have to be replaced. There is grant money for subscriber units. Ron also suggested partnering with the Tribe and looking at port security grants.

In response to Director Matlack's question, Shawn explained that almost all of the interoperability with neighbors is done on VHF and he doesn't see that changing any time soon. Shawn also noted that he is not a fan of TDMA, as it will cause loss of 2 talk paths when a channel goes down. TDMA is less flexible.

Marlon also suggested partnering with other agencies, when applying for a grant, to show the interoperability aspect. Shawn recommended, and the Board agreed, to make a decision after the MCP report is received and reviewed. Shawn expected it in the next 2 weeks.

VII. New Business

a. System Administrator's Report

1. Unit Tracking Sheet: The Board reviewed the unit tracking sheet. Shawn filled requests from Morrow County School District, CTUIR, and Pilot Rock. He has a request from Morrow County SO for a mobile and some reserve portables. Shawn and the Board discussed the cost of replacing subscriber units with a new system and noted that the impact could be decreased if lesser capacity radios were purchased. The current radios have more capacity than needed and lower capacity radios would be less expensive. Shawn noted he would not like to cut costs with less channels, but less talk groups are a possibility. Director Matlack suggested looking at more outside agencies to bring on as users to create additional revenue.

2. District Income Review: The Board reviewed the income report. Shawn expects some property tax deposits in May. Director Lieuallen and Director Matlack had a discussion regarding the shared costs of logging recorder maintenance between Umatilla and Morrow Counties.

3. District Expenditures Review: The Board reviewed the expenditure report. The report included the first payment to Mission Critical Partners and a Microsoft Surface Pro to use for programming. There was also a large vehicle expense because the Ford F450 had to have transmission work done.

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

5. LGIP: The Board reviewed the LGIP report. Shawn planned to move money from the LGIP account and from the savings account into the checking account, to cover the year end expenses.

b. Civil Air Patrol at Weston Mountain

Bill Howard contacted Shawn and asked about putting a Civil Air Patrol (CAP) repeater in at Weston Mountain. Shawn met him, and others, at the site last Sunday. They looked at the site and did some testing and found it to work for their purposes. They were willing to have Day Wireless do the work, per Shawn's request, but do not have funding for rent. Shawn suggested not charging them rent, a similar agreement as with the National Weather Service and HAM radios at Sillusi. Shawn noted that there is room on the tower for them. He would like to do a study of their frequencies.

VIII. Open Discussion

Shawn sent an email out regarding the Harris demo on May 24 and 25. Harris would like to do a presentation of an updated quote, to the board, on May 27. Director Lieuallen noted that she was not available on May 27 and Director Matlack said he would need to check his schedule.

IX. Adjourn

A motion to adjourn the meeting at 3:33pm was made by Director Matlack and seconded by Director Pratt.

Director Lieuallen: Aye

Director Matlack: Aye

Director Pratt: Aye

The UMRDD Budget Committee Meeting is scheduled for May 17, 2016 at Hermiston Fire Station #3.

The next UMRDD Board meeting is scheduled for June 7, 2016 at Hermiston Fire Station #3