

UMATILLA MORROW RADIO & DATA DISTRICT

Hermiston Fire Station #3

August 2, 2016 – 1:30PM

Present: Director Pratt Director Matlack
Director Lieuallen Director Kennedy

Absent: Director Roxbury

Guests: Rick Stokoe, Boardman Fire Department Jennine Weber, Harris Corporation
Marlon Johnson, Day Wireless Ron Spencer, Motorola
Will Mullins, EF Johnson Kevin, Cascade Mobile
Josh, Mcloughlin Manufacturing

Staff: Shawn Halsey, Rosanna Brown

- I. **Call to Order and Recognition of Guests:** The meeting was called to order at 1:32pm.
- II. **Roll Call:** Directors Pratt, Lieuallen, Matlack, and Kennedy were present. Director Roxbury was absent.

III. Minutes of the Meeting of July 12, 2016.

A motion to approve minutes from the July 12 meeting was made by Director Matlack and seconded by Director Kennedy.

Director Matlack: Aye

Director Kennedy: Aye

Director Pratt: Aye

Director Lieuallen: Aye

IV. **Changes/Additions to the Agenda:** None

V. **Business from Guests:** None

VI. Old Business

A. Communications Interoperability Grant Project Update

All of the tower work for the Interop Grant project has been completed. Some connectivity work is scheduled for Wednesday and Thursday (08/03/16 & 08/04/16). Connections from Pendleton to Cabbage and East Pendleton to Weston will be completed by the District and, when that work is done, the project will be complete.

B. Mission Critical Partners RFP Suggestion

Shawn spoke with William Rudolph, from MCP, about the District in general and informed him that the District decided to use the RFP process for the new voice system. William suggested using one RFP for the voice system and microwave system. Vendors that provide both services can bid for the entire project and vendors that only do voice or microwave can choose to only bid for that part of the request. He also noted that MCP can help with grading the proposals and the purchasing process. They have done it many times and are usually able to save their clients at least what their fee is. If the District decides to do the 2-part RFP, it would have to be released sooner than planned because the microwave system needs to be done immediately, likely Spring 2017. William was not able to get a quote to Shawn before the meeting. The Board responded positively to the idea of having MCP help with the RFP process and asked Shawn to bring a proposal from MCP to the next meeting.

C. State Agreements Amendments

Shawn previously notified the Board that the District would receive modified agreements from ODOT, regarding shared sites. The site agreements for Wilkinson, Boardman, Jordan, Gleason, Weston, and Coombs Canyon were originally made in 2010. The changes included housekeeping items and power and maintenance costs. The State owns and pays the leases at all of these sites, and would like to retain those leases, but they do not have equipment at every site. At sites that only have District equipment, the District will be financially responsible for power and maintenance. At sites that both agencies have

equipment, power and maintenance costs will be split 50/50. Shawn asked for, and received, Doug Olsen's approval of the agreement. Shawn recommended signing the agreements.

A motion to accept the site agreement with the State as presented, for the 6 sites listed, was made by Director Pratt and seconded by Director Kennedy.

Director Kennedy: Aye

Director Lieuallen: Aye

Director Matlack: Aye

Director Pratt: Aye

VII. New Business

A. System Administrator's Report

1. Unit Tracking Sheet: There were no updates to the tracking sheet in July.

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

3. District Expenditures Review: The Board reviewed the expenditure report.

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

5. LGIP: The Board reviewed the LGIP report. Shawn noted that a recent transfer of \$150,000 was not listed on the report.

B. EF Johnson Presentation, Will Mullins Vice President of Sales

Presentation in Directors Packet, not for public release.

Post Presentation Discussion

In response to Shawn's questions, Will said there would be no additional fee for ISSI connections, as it would be a software update. If another gateway was needed, the cost would be \$40,000. Will also confirmed that any console system could be used, including the Motorola MC7500 that is currently in the District dispatch centers.

Shawn expressed concern with having different vendors for different pieces of the system because it is more difficult to diagnose issues and identify who is responsible for the problem. Will assured the Board that EF Johnson will always work to identify the problem and help resolve it, as part of a maintenance contract. The only way to avoid some of those issues is to have one vendor do everything. Most systems are a mixture.

In response to Director Matlack's question, Will explained that there are many types of maintenance agreements and they are tailored to fit the customer. After identifying what the District wants, Will can give options and pricing.

With regard to versions and upgrades, EF Johnson will provide software upgrades at no cost until the point that the hardware cannot handle it. The only charge would be for a hardware upgrade, and that can be included in a maintenance package.

In response to Shawn's question, Will noted that, at \$5000 per server, having 2 servers at each site is a relatively low cost for redundancy. Everything could be hosted in a data center, but that would be like having a core and decrease redundancy and coverage during problems. Consoles cost about \$30,000. Star Date is an application that can be put onto any computer and stored on a thumb drive.

C. Service Vehicle Proposal-UCSO

The District inherited the 2008 Ford F450 from the CSEP program and paid off the lease of \$17,000 in 2012. The truck was built to be a mobile office or command post and is not set up well for delivery to sites. It does not do well off road and is extremely heavy. Additionally, it is not fuel efficient, at 7-11 mpg. It is being driven much more since Brett was hired and Shawn felt that a more fuel efficient vehicle, with better cargo capacity should be purchased to replace it. Shawn believed that downsizing the vehicle would save money, on maintenance and fuel efficiency, in the long run. He could think of many times that he would have preferred to have a pick up over the big truck.

The Umatilla Count Search & Rescue coordinator and emergency manager asked to use the truck for an exercise and were very pleased with how it worked for them. They would like to obtain the truck and are willing to support any creative way to make the District whole for losing it. One suggestion was to give the District 5 or 6 years of free rent. Currently, the District pays UCSO \$13,000 a year for office space. Jim Littlefield, Tom Roberts, and Dwight Johnson were present at the meeting to discuss making a deal. They would like to have a discussion with the commissioners, but wanted to hear the

Board's opinion before they moved forward.

Shawn had done a little research about a new ¾ ton diesel pick up. He expected one to cost about \$40,000 and he would add \$20-25,000 in outfitting. He planned to approach the Chevy dealer in Hermiston for pricing and the dealership where the Tahoe was purchased. Directors Kennedy and Matlack directed Shawn to contact Matt McCowan at Withnell Dodge of Salem.

The Board directed Shawn to obtain figures and details and check with the County about an agreement.

Jim and Dwight both emphasized how much they would like to have the truck, as it is perfect for their uses as a Search & Rescue vehicle, a mobile ICP, and for other types of missions and they feel it could make a difference in their effectiveness. It meets their needs and doesn't meet Shawn's.

Shawn asked the Board about an MOU for UCSO to use the truck in the meantime and the Board would like to discuss it at the September meeting.

VIII. Open Discussion

Shawn reported an issue with the recent annual maintenance on the UPS system. On Friday, July 29, there was an unforeseen loss of power to the Master Site due to an error by the service provider. The power was cut to the District's building only and there was no loss to the Justice Center. The system went into Site Trunking for 10-15 minutes. When the system came back online, there were many functions that had to be rebuilt. The users were affected during the outage, but not during the rebuilding.

Shawn and Brett spent an afternoon testing at the Love's Travel Center, after receiving reports of bad coverage. They found that the coverage leaving the building was fine, but outside units could not be heard from inside. They walked around the area and used the system analyzer to measure levels. Chief Rogelstad informed Shawn that Loves is not in his Fire District. Director Pratt felt that Loves needed to be notified about this problem. The Board directed Shawn to inform Loves.

IX. Adjourn

A motion to adjourn the meeting at 3:05 was made by Director Matlack and seconded by Director Pratt.

Director Matlack: Aye

Director Kennedy: Aye

Director Pratt: Aye

Director Lieuallen: Aye

The next meeting is scheduled for September 6, 2016 at Boardman City Hall.