

UMATILLA MORROW RADIO & DATA DISTRICT

Umatilla County Fire District 1, Station #3

October 4, 2016 – 1:30PM

Present: Director Pratt Director Matlack Director Roxbury Director Lieuallen

Absent: Director Kennedy

Guests: Rick Stokoe, Boardman Police Department Marlon Johnson, Day Wireless
Ron Spencer, Motorola

Staff: Shawn Halsey, Rosanna Brown, Brett Mueller

I. Call to Order and Recognition of Guests: The meeting was called to order at 1:34pm.

II. Roll Call: Directors Matlack, Pratt, Roxbury, and Lieuallen were present. Director Kennedy was excused.

III. Minutes of the Meetings from September 6, 2016

A motion to approve the minutes from the September 6 meeting was made by Director Matlack and seconded by Director Pratt.

Director Pratt: Aye

Director Lieuallen: Aye

Director Matlack: Aye

Director Roxbury: Aye

IV. Changes/Additions to the Agenda: None

V. Business from Guests: Ron Spencer introduced Nithya, an engineer with Motorola.

VI. Old Business

a. Communication Interoperability Grant Project

Shawn reported that the project was very nearly complete, with the last to final invoice received this week. Brett and Shawn planned to check on built circuits and correct one at Weston. When the project is complete, Shawn will invoice the State for reimbursement.

b. Next System RFP

1. Voice System Frequency Selection

Based on the request of the Board, Shawn presented maps to compare the difference between UHF and 700 coverage. The maps showed the strength of signal and the problem areas in the counties, including downtown Heppner, the football field in Umatilla, and parts of 395 in Pendleton. The 700 maps showed larger holes in those areas. Shawn confirmed that, when moving to digital, coverage will end abruptly and not fade as it does with analog. Higher gain antennas can help fill in some coverage, but those come with their own issues and do not offer a significant improvement. Users without good coverage are able to communicate on UCALL, but not to Dispatch.

Shawn pointed out one benefit of 700 was, being a new band, it was quieter. Shawn felt that staying UHF was the best option and would have a firm recommendation at the next meeting. In response to Director Pratt's question, Shawn noted that MCP did not provide coverage maps with their recommendation to go 700. Their focus was on the move to a new system, the process, and the vendors that could do the job. Shawn agreed with Director Pratt that partnering with the State could be beneficial, but he was unsure if they had funds to contribute. He did feel that the State would not care which band the District chose because they have tri-band radios and partnering with the State was not Shawn's top priority. He was most concerned with maintaining coverage and operability.

2. MCP Proposals

Shawn spoke with MCP about their proposal of \$70,000. He had them take a few services out and got the proposal to do an RFP for voice and maintenance down to \$64,000. Their idea was that there would be a benefit to having both systems on the RFP and would encourage vendors to work together and that would save the District money. An RFP for just the microwave system would cost \$46,000.

If the District partners with the State on the microwave project, the State would handle the project management. Shawn didn't feel that the District was in a good place to afford a new voice system for many years and was unsure if a bidding vendor would be willing to wait that long for a contract. He expected the microwave system upgrade to take a year. Shawn asked the Board for their thoughts. Director Pratt did not feel that the District was anywhere close to being ready to put out an RFP, especially because the band decision has not been made. Shawn felt that that was the only decision delaying the process. No action from the Board was needed.

c. Service Vehicle Proposal

Shawn provided multiple quotes in the packet. They included costs of vehicles and additional equipment. He pointed out the significant difference in price between the state and local dealers. He asked the Board for input and reported that Doug Olsen said there would be no issue transferring the Ford 450 to Umatilla County. As it was a CSEPP vehicle, the only stipulation was that it went to another governmental department. The Sheriff's Office was preparing to discuss the agreement with the Board of Commissioners. They planned to have the truck evaluated.

The Board discussed the original purpose of the truck and Shawn explained that it was meant to be a mobile office, but that is not what the District needs in a vehicle and its cost of maintenance is very high. Additionally, the truck is 8 years old. The agreement with the County would provide the District with a 2016 or 2017 vehicle that is more efficient and better at meeting the current needs of the District, with little investment as the trade for rent from the County would essentially make the purchase a wash. The agreement would be about 67 months of rent, or 5 ½ years. Shawn and Brett work around the 2 counties and it would be beneficial to have 2 efficient vehicles. Currently, if the Tahoe is in use, a personal vehicle is used as an alternative to taking out the truck since it uses so much fuel and is not able to reach some sites due to its size.

The Board further discussed the value of the Ford and the cost of a new, outfitted, truck and asked if it was the best financial decision to purchase a new truck. Shawn felt that it was a good trade and a good deal for the District.

Shawn's recommendation was to make the deal with the County and buy the truck from Hubbard Chevrolet.

A motion to pursue the purchase of the truck from Hubbard, as quoted and pursue the agreement with Umatilla County, was made by Director Lieuallen. The motion failed, due to the lack of a second.

The topic will be revisited.

d. Love's Truck Stop Indoor Coverage Issue

The manager of Love's told Shawn that he will get in touch after he speaks to the corporate office. Shawn reported that the new equipment at Hermiston High School was successful and he believes the same set up will work at Love's. The Board directed Shawn to move forward.

e. Annual Audit

After the last meeting, Shawn spoke with the SDAO loss prevention person and learned that, while they did recommend changing auditors every 3 years, it was not in the policy that the District adopted from SDAO. They also noted that, since this area does not have many firms that will do the audit, it would be fine not to change as long as prices are reviewed periodically. The proposal from Barnett and Moro was significantly less, at \$6400, \$6500, and \$6600 over the next three years.

A motion to accept the proposal, for auditing services for the next three fiscal years, was made by Director Matlack and seconded by Director Lieuallen.

Director Matlack: Aye

Director Pratt: Aye

Director Lieuallen: Aye

Director Roxbury: Aye

VII. New Business

a. System Administrator's Report

1. Unit Tracking Sheet: Mobiles were issued to CTUIR PD and MCSO.

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 bank statements.

5. **LGIP:** The Board reviewed the LGIP report. Shawn moved \$30,000 to the checking account.

b. Columbia River Enterprise Zone

Shawn provided the Enterprise Zone letter in the director packet. The deadline for comments had passed. He said it would not affect the District much and he discussed it with Chief Rogelstad, who agreed. Director Roxbury directed Shawn to get more information for the Board. He wanted details regarding how much land and the potential development and felt that the District might want to make comments in the future.

c. 2016 Oregon Radio Conference

Shawn was helping to plan the conference and asked if any of the directors would like to attend and be on a panel with him, regarding the District. Director Roxbury volunteered. Shawn included the agenda in the packet. The group would like to have a state senator be the opening speaker, the head of SIEC to be the closing speaker and a possibly someone from FirstNet speak during dinner.

VIII. Open Discussion

Shawn and Brett finished the microwave optimization and reported that they system is working better than before and running fairly well. They plan to do the system optimization next.

IX. Adjourn: *A motion to adjourn the meeting at 2:55pm was made by Director Lieuallen and seconded by Director Matlack.*

Director Pratt: Aye

Director Matlack: Aye

Director Lieuallen: Aye

Director Roxbury: Aye

The next meeting is scheduled for November 1, 2016 at Boardman City Hall.