

## UMATILLA MORROW RADIO & DATA DISTRICT

UCFD #1, Station 21

December 6, 2016 – 1:30PM

Present: Director Kennedy      Director Roxbury  
          Director Lieuallen      Director Pratt

Absent: Director Matlack

Guests: Marlon Johnson, Day Wireless      Rick Stokoe, Boardman

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 Kennedy, Pratt, and Lieuallen were present when the meeting was called to order. Director Roxbury arrived at 1:40pm. Director Matlack was absent.

### **III. Minutes of the Meetings from November 1, 2016**

*A motion to approve the minutes from the November 1 meeting was made by Director Kennedy and seconded by Director Pratt.*

*Director Pratt: Aye*

*Director Lieuallen: Aye*

*Director Kennedy: Aye*

**IV. Changes/Additions to the Agenda:** Add New Business B. Athena Weston School District Radios

**V. Business from Guests:** None

### **VI. Old Business**

#### **A. Communication Interoperability Grant Project**

Rick Iverson, from ODOT, toured the sites to review the project installations and was impressed. He gave Shawn the go-ahead to put in the reimbursement paperwork. The District is the first grantee to finish the project. Shawn was very happy with the work done by Brett and by Day Wireless.

#### **B. Next System RFP**

##### **2. Microwave RFP Options**

Shawn reported that he was considering buying the microwave system from State contract and not going through the RFP process, since the State contracts with Aviat and it would save a lot of time. Shawn would like to do the project in the spring. He asked the Board for opinions.

In response to Board questions, Shawn explained that he did already had a very good idea about what equipment he wanted. He agreed that there could be some changes needed and additional equipment purchases, after the new system is decided on, but he still felt going with the State contract was the best option. The system must be replaced, no matter what band is chosen, and no matter which voice system is eventually chosen. There could be some cutover complications, but Shawn felt confident about making it work.

*Director Roxbury arrived 1:40pm.*

#### **1. Voice System Frequency Selection**

##### **a. db Spectra Interference Study**

Shawn was referred to db Spectra by an EF Johnson representative, to discuss the interference issues in the District.

They have a pretty broad and deep knowledge base about finding interference. Shawn included a proposal in packet.

The \$12,700 proposal covers a week of service to find the sources of interference and solutions. Funds would need to be

moved into the Professional Services line, from Contingency, to cover this expense. Shawn recommended approval of the proposal, as the report would provide valuable information, needed when deciding on a band. The interference is likely coming from many sources. Shawn felt that the spring would be a good time for the study. He wasn't sure if they could get to all of the sites in one week, but they could get to those with the most issues. The report would also be very helpful in determining the level of interference issues with a P25 system. Marlon asked if Day Wireless could put in a quote for the service and Shawn agreed to review a proposal from them.

#### **B. Service Vehicle Update**

The County gave a counter offer of \$60,000, over 5 years, for the truck. Shawn explained that the offer was not generated at the UCSO level, but coming from a commissioner and finance person. They were concerned about the changes in PERS for next year's budget. Shawn did not recommend accepting this offer, as it was \$5,000 less than appraisal. He proposed an offer of a lump sum payment of \$65,000. Shawn mentioned that using a consignment dealer or state surplus would not be able to bring in the needed funding for a new vehicle. He also noted that there are rules about selling equipment purchased with federal funds. Shawn will continue discussions with the County, and offer the lump sum option.

*A motion to propose an agreement with Umatilla County, for \$72,000 over 5.5 years or a lump sum payment of \$65,000, as payment for the Ford F450 was made by Director Kennedy and seconded by Director Lieuallen.*

*Director Lieuallen: Aye*

*Director Roxbury: Aye*

*Director Kennedy: Aye*

*Director Pratt: Nay*

#### **C. Love's Truck Stop Indoor Coverage Issue: No contact from Love's.**

##### **I. New Business**

###### **A. System Administrator's Report**

**1. Unit Tracking Sheet:** No units were issued in November.

###### **2. District Income Review**

The Board reviewed the income report. Several large tax payments were received.

**3. District Expenditures Review:** The Board reviewed the expenditure report. In response to Director Pratt's question, Shawn reported that the power supply from Sunny Communications was for Morrow County 519 repeater. The District has been handling VHF for everyone for some time.

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

**5. LGIP:** The Board reviewed the LGIP report. Shawn intended to leave the money in the account until the District is ready to pay for the microwave upgrade, if that is done during FY16-17. A budget meeting will have to be scheduled to move the funds from New Sites to System Upgrade. Moving the \$400,000 would make a total of \$800,000 available for the project.

###### **B. Athena Weston School District radios**

A representative from the Athena-Weston School District (AWSD) spoke to Marlon about needing radios. Marlon and Shawn discussed either setting up a repeater using Weston Mountain. Shawn wanted to discuss this option, or the option of the school district becoming a user, with the Board before he approached AWSD. Currently, the District already has user agreements with schools in Umatilla and Morrow County. There is a fee structure in place, but it only includes portables and AWSD is instated in mobiles for the buses. A modification would have to be made to the agreement. Directors Pratt and Kennedy were not opposed to adding AWSD as a user, but asked Shawn to get more information, including who owns the busses. If the buses are Mid-Co, that would cause issues because they are a for-profit business and the District does not take on private businesses as users.

Shawn also confirmed that the agreement addresses the subject of emergency protocol and that users may lose some or all of their service during an event. Shawn has the ability to turn off any radio.

The Board directed Shawn to get more information and bring it back in January.

**II. Open Discussion**

Shawn sent out an email about having a 2-hour workshop meeting with Motorola on January 10. Shawn plans to discuss bands and he expect Motorola to discuss the system. The Board agreed to 9am on January 10. Shawn will send out notice when he determines the location.

A Harris demo was scheduled for January 11-13, at the Umatilla County Justice Center. Shawn planned to email out more information. He recommended the Board visit the demo to see what they have to offer. Harris took over Tate, in the US, so they will also show Tate equipment.

The Codan Daniels trip to Victoria was scheduled for December, but has been moved to January 17-19. Director Roxbury and Matlack agreed to go and will make arrangements with Shawn.

Registration for the annual SDAO conference is open. It will be held in Portland, from February 10-12. Shawn recommended that directors that haven't gone before should go this year.

Shawn reminded the Board that, due to Public Meeting laws, no district business can be discussed at the Christmas party. The party was scheduled for 12/10/16 at 5pm, at the Halsey's house.

**III. Adjourn:** *A motion to adjourn the meeting at 2:33pm was made by Director Lieuallen and seconded by Director Kennedy.  
Director Pratt: Aye  
Director Lieuallen: Aye  
Director Roxbury: Aye  
Director Kennedy: Aye*

The next meeting is scheduled for January 3, 2017 at Boardman City Hall.