

UMATILLA MORROW RADIO & DATA DISTRICT

Boardman City Hall

November 7, 2017 1:30PM

Present: Director Lieuallen Director Matlack Director Pratt

Absent: Director Roxbury Director Kennedy

Guests: Rick Stokoe, Boardman Police Department Mike Smith, Frontier Telnet
Marlon Johnson, Day Wireless Scott Stanton, Umatilla County Fire District #1

Staff: Shawn Halsey, Rosanna Brown

I. Call to Order and Recognition of Guest(s)

The meeting was called to order at 1:28pm. Directors Lieuallen, Matlack, and Pratt were present. Directors Kennedy and Roxbury were excused.

II. Minutes of the Meeting from October 3, 2017

A motion to accept the minutes from the meeting on October 3, 2017 was made by Director Matlack and seconded by Director Pratt.

Director Lieuallen: Aye

Director Pratt: Aye

Director Matlack: Aye

III. Changes/Additions to the Agenda: add New Business B. Frontier-Mike Smith

IV. Business from Guest(s): None

V. Old Business

A. Next Systems RFP

1. RFP Draft Review

Shawn emailed the RFP draft out to the Board for review last week. He explained that the RFP is set up in 4 parts so vendors can bid on one, some, or all of the features of the next system. The parts are voice system, microwave, dispatch consoles, and subscriber units. Motorola and Harris will likely bid on all, but a company that only makes dispatch consoles could bid on just that part. Regarding the microwave vendors, Harris will likely bid with Aviat equipment and Aviat alone could bid on just the microwave part so they could win the bid, even if Harris didn't.

Shawn planned to have an independent contract manager handle the project and all of the vendors, and help coordinate the negotiations of the contract. The RFP specifies P25 so all of the equipment must work together and that would be the responsibility of the vendors.

Shawn expected to have his part of the RFP done before then end of the year. He planned to have a consultant review it. Director Lieuallen suggested sending the RFP to SDAO. Shawn planned to send it to SDAO and Umatilla County counsel.

Once released (probably January or February), Shawn planned to give 90 days for responses. He also planned to create an evaluation committee. If the committee had more than 2 board directors, the meetings would have to follow the public meeting laws. Shawn expected the review of proposals, by the evaluation committee, to take about a week.

Shawn noted that he used the State's FirstNet RFP as a template for this one, since Oregon's documents were very detail oriented.

B. Subscriber Subcommittee

The subcommittee came up with some questions at their first meeting and Shawn compiled the list and sent it to the members for review. He expected to start scheduling agency visits in the next few weeks.

C. Grant Assistance

Shawn plans to contact and discuss the grant program with Motorola.

VI. New Business

A. System Administrator's Report

1. Unit Tracking Sheet: The Board reviewed the Unit Tracking Sheet. Shawn noted that the Athena-Weston School District received 3 portables and 3 mobiles. Pendleton Police Department was issued a portable and they requested a mobile for a new car. Shawn spoke with the UCSO about their high number of portables and a subscriber unit audit. Morrow County had an inventory list and were confident that they were close to having all units accounted for.

2. District Income Review: The Board reviewed the Income Report. The District received some tax money unexpectedly from Umatilla County and that deposit helped cover expenses until November.
3. District Expenditure Review: The Board reviewed the Expenditure Reports.
4. District Bank Statement/Checks Review: The Board reviewed the bank statements and checks.
5. LGIP: The Board reviewed the LGIP Report. Shawn moved money out of LGIP, to cover expenses, but moved most of it back when the District received the unexpected deposit from Umatilla County.
6. Safety Committee Review

There were no safety issues to report for October. Shawn reported a site problem at Cabbage, due to poor wrapping of a port during microwave installation. The tape had melted over the summer and allowed bees in. Shawn and Brett installed a real entry port gasket and sealed it.

B. Frontier Telnet, Mike Smith

Shawn and Mike have been discussing the possibility of UMRDD joining the Frontier Telnet core. Their core is newer and has the capacity for additional agencies.

Mike explained the history of Telnet. In 2001, Sherman, Gilliam, and Wheeler formed Frontier Telnet and began to start improving communications. They also looked for ways to provide more broadband in the area, on top of the microwave system. They continued to expand and in 2012, when facing narrowband requirements, invested in a digital system and built underground fiber. The Frontier Region 911 dispatch was put in Condon with a digital switch, and Frontier took on Jefferson County dispatch as well. Frontier knew that their system had the capacity to run the entire state so they were looking for partners that might need it. Mike believed that any county could use it and saw UMRDD as a logical place to partner as it was the closest system. Mike believed that it would give the District access to a massive area with 700 and better access to the State Police. Based on a conversation with Motorola, Mike did not believe it would be too expensive to connect the District to their system. He noted that, if the District went this way, the RFP wouldn't be necessary because the connection would be an upgrade to the District's current system with Motorola. Shawn told the Board that connecting to Frontier's core would mean the District would not have to buy a new core and that would be a less expensive option than an entire new system. Additionally, the District already owns a lot of Motorola licenses and could continue to use the current Motorola dispatch consoles. Shawn did note that he was not a fan of the APX subscriber units, but acknowledged that subscriber units from a different vendor could be used.

To get around the redundancy issues, Shawn explained that 3 simulcast cells would need to be utilized. If connection to the main core was lost, the 3 simulcast zones would still have local communications but the users in the zones could not talk to users in other zones during the down time. In response to Director Matlack's question, Shawn explained that Motorola had not quoted simulcast controllers so he was unsure of the cost. Shawn confirmed that it was a 9600 broad system, with a .17 release, in response to Director Pratt's question. Mike confirmed that Frontier had an agreement with Motorola to have their system updated every two years and they have a budget of \$200,000 a year for that maintenance agreement.

If the District decided to partner with Frontier, the equitable sharing of costs and financial responsibility would be negotiated. Shawn felt that this was a viable option for the District, but felt there was a lot more that he would need to research before he could make a recommendation and that would include getting cost estimates from Motorola. Shawn explained that their system is just like the District's, but newer and updated.

Mike also suggested the District make calls to agencies that use Frontier, to get information and opinions. Mike also noted that the quality is very good for digital and that the users are happy with it and have not made complaints. Another point that Mike made was that the system was very nimble and changes were easy to make and that, in the 5 years of operation, they had never had any downtime. They have an agreement in place for taking care of their fiber connection and contract with Day Wireless.

In conclusion, Mike felt that a partnership would be beneficial to both agencies and that they could back each other up by handling each other's traffic when needed.

The Board directed Shawn to continue talking to Mike about the possibilities and Mike assured the Board that he could get answers to any questions that they had.

It was also confirmed that WindWave had fiber through Boardman and that a microwave loop with Roosevelt was a possibility.

C. Resolution 17-11-07-01: Changes to Budget

There was an increase in the dues for Dun & Bradstreet and that took the line over budget. Shawn read the resolution.

A motion to accept Resolution 17-11-01-01: Changes to Budget was made by Director Pratt and seconded by Director Matlack.

Director Lieuallen: Aye

Director Matlack: Aye

Director Pratt: Aye

D. HVAC Maintenance Quote-Campbell & Co

Shawn asked the board for permission to renew the HVAC service agreement with Campbell & Co for the year. He was happy with their service. Shawn needed the Board's approval because the addition of State sites increased the price to over \$5,000.

Campbell was located in the TriCities and was one of the larger companies in the area. Most local companies could not give reliable 24 hour service and the District needs after hour responses. Shawn also planned to request more bids next year.

A motion to accept the quote for the Service Partner Plan (maintenance service agreement) for Campbell & Co, in the amount of \$5959.50, was made by Director Matlack and seconded by Director Pratt.

Director Lieuallen: Aye

Director Pratt: Aye

Director Matlack: Aye

VII. Open Discussion

Shawn informed the Board that he was on the State's RFP response review committee for FirstNet. Responses were due on 11/15/17 and the first meeting was on 11/16/17. There was also an RFP orientation teleconference held 11/13/17.

In response to Director Matlack's question, Shawn reported that this would be the only FirstNet RFP meeting in Salem that he would need to attend. He also attends SIEC meetings and Region 35 (frequency coordination) meetings in Salem, on occasion.

Some of the business is handled via conference calls so he does not need to travel.

Shawn also reported that he and Brett were working to diagnose some issues with the voice system. He noted that the issues were affecting Umatilla County only and that Morrow County had not reported any problems.

Marlon Johnson encouraged Shawn and the Board to be aware of grants that would be ending soon and recommended that Shawn contact Motorola.

VIII. Adjourn

A motion to adjourn the meeting at 2:43pm was made by Director Matlack and seconded by Director Pratt.

Director Lieuallen: Aye

Director Matlack: Aye

Director Pratt: Aye

Next Meeting

December 5, 2017

Umatilla County Fire District #1, Station 23