

UMATILLA MORROW RADIO & DATA DISTRICT

Umatilla County Fire District #1, Station 23

June 5, 2018 1:30PM

Present: Director Kennedy Director Lieuallen Director Matlack
 Director Pratt Director Roxbury

Absent: none

Guests: Marlon Johnson, Day Wireless Steve Surwillo, CDX Wireless
 Rick Stokoe, Boardman Police Department Nicole Jackson, Motorola
 Chris Lentz, Motorola Steve Shaffer, Frontier Telnet
 Patrick Hoover, Communications Northwest Justin Sterrett, Day Wireless Systems
 Brad Lohrey, Sherman County Sheriff Steve Potts, Umatilla Rural Fire Protection District
 Will Mullins, JVC Kenwood Darla Huxel, Umatilla Police Department
 Scott Stanton, Umatilla County Fire District #1

Staff: Rosanna Brown, Shawn Halsey

-----Budget Hearing-----

- I. Call to Order: The budget hearing was called to order at 1:32pm.
- II. Roll Call: All of the Board directors were present.

- III. New Business
 - A. Changes to the Budget

Shawn provided the budget that was approved by the budget committee. He noted that there was a \$1500 error to correct from services, 2 funding lines to alter, and the comments from the budget committee regarding the administrator salary, as they were concerned that it wasn't keeping pace with the staff salary increases. Shawn noted that he was content with his salary and the budget committee and board of directors were concerned about how to pay a replacement for Shawn, if needed. Shawn felt that the board would have to reevaluate the salary regardless.

Another change that needed to be made was a move of \$20,000 from the infrastructure equipment and replacement fund into the professional services line to pay for tower analysis for all old towers. There were 4 towers that did not need the analysis. The resolution presented to the board to sign reflected the correction and transfer.

- B. Resolution 18-06-05-01: Adopt 2018-2019 Budget

A motion to approve Resolution 18-06-05-01: Adopt 2018-2019 Budget was made by Director Pratt and seconded by Director Matlack.

*Director Kennedy: Aye
Director Lieuallen: Aye
Director Matlack: Aye
Director Pratt: Aye
Director Roxbury: Aye*

- IV. Open Discussion: none

- V. Adjourn

A motion to adjourn the budget hearing at 1:45pm was made by Director Pratt and seconded by Director Kennedy.

*Director Kennedy: Aye
Director Lieuallen: Aye
Director Matlack: Aye
Director Pratt: Aye
Director Roxbury: Aye*

-----Board Meeting-----

I. Call to Order and Recognition of Guest(s). The meeting was called to order at 1:45pm.

II. Minutes of the Meeting from May 1, 2018

Motion to pass minutes by director Lieuallen and seconded by Pratt. Passed by all

A motion to approve the minutes from the May 1 meeting was made by Director Lieuallen and seconded by Director Pratt.

Director Kennedy: Aye

Director Lieuallen: Aye

Director Matlack: Aye

Director Pratt: Aye

Director Roxbury: Aye

III. Changes/Additions to the Agenda

Add New Business B. North Gilliam Health District radio request

Representatives from Frontier and Motorola asked to be added to the agenda. Director Roxbury recognized them during Business from Guests.

IV. Business from Guests

Sheriff Lohrey, Sherman County

Sheriff Lohrey attended the meeting to give advice based on experience regarding a new radio system project. His main focus was on the ability to communicate with the law enforcement and fire agencies throughout the eastern side of the state. After speaking to multiple sales people, he felt the most important thing was that the radios worked. He made himself available to answer questions about their system and how satisfied he was with it. They had a great system that worked perfectly and had had no system failures since installation. He also noted that David, at the Health District spoke with Shawn about communications with the North Gilliam County Service District and their interoperability.

Chris Lentz, Motorola

Chris noted the challenges and concerns of a multimillion dollar decision and how it would affect the district for year. He acknowledged that the Board was concerned with control over the system and actions like running reports, adding users and talk groups, and full access to the master site. He explained that policy and governance would dictate how those issues were handled. The Motorola system was proven to be reliable, had an elements of redundancy, and network resiliency. Motorola was the lowest risk option for the District. Motorola would work to deliver users the smoothest transition and work within budget. He hoped the Board would continue to consider the consolidation with Telenet.

Judge Shaffer, Gilliam County

Judge Shaffer responded to the report that Shawn gave at the last meeting, regarding the radio FTN sites. He explained that, while some issues were brought to their attention, they felt that their focus on the components being up to date and working had been their priority. They developed a plan to take care of weeds and fencing and directed Day Wireless to address the equipment. Based on their research, they expected all of the issues that Shawn pointed out could be taken care of for about \$70,000. He felt that Shawn's report had been unfair and did not address any of the positive part of the system. He pointed out that the system had never had a failure and he was willing to answer any questions about that.

Director Kennedy asked if his board would be willing to give up control of the system to the District and Shaffer responded that they would not give up total control. Director Kennedy explained that that was a major issue and that the District was not looking to give up any control. Judge Shaffer felt that there was some common ground that could be discussed and that Day Wireless and Motorola could create an agreement that gave the District all of the access the Board wanted. Director Matlack agreed with Director Kennedy and was apprehensive about giving up the autonomy for what seemed not to be such a significant savings. He was concerned with maintaining the integrity of the District and its responsibility to the users.

Sheriff Lohrey noted that the District would see a savings of \$3m and that was significant and did not think that the District would be giving up control. Director Matlack was also concerned with change orders increasing the expected cost of the system. Chris asked the Board to call for a vote at the next meeting and agreed to stay committed to the verbal promise he had made at the last meeting and that included 10 years of financing for 13 sites, 11 consoles, and 1000 radios for approximately \$440,000 per year, though Chris needed to confirm that number.

V. Old Business

A. New System RFP

1. CDX Report

Steve Surwillo sent the draft RFP to Shawn and it was included in the Director's packet. It was about 95% complete and followed the directions laid out at the last meeting. It was broken into 3 components of radios, system, and consoles and allowed vendors to bid on whichever pieces they wanted to. The first 10 pages were typical for what CDX has seen, then the document moved into what the infrastructure should be, requirements for coverage, reliability, expectations for consoles and radios. A number of pages were included for expectations of workmanship at the sites and project management. Shawn and Brett had both reviewed the document and were working on the final parts.

Director Pratt noted that he was still concerned with vendors bidding on parts of the project and the District having to deal with more than one vendor if there were problems. Shawn felt that it was difficult to speculate what would happen, but he still felt that this was the best way to get the best deal. Steve also noted that the RFP allowed for vendors to provide bundle pricing and creative proposals. Director Kennedy asked Steve for CDX's recommendation and Steve felt that it was in the District's best interest to let vendors bid what they are able to offer and let the District choose the best solution. He felt it was low risk based on the P25 compatibility written into the RFP. Shawn also noted that many of the issues would be addressed during the grading of the RFP responses. The matrix for grading would include many factors.

The release date was dependent on how the microwave purchase went and Shawn reported that he would hear from the state soon regarding the use of their dishes from Sillusi to Coombs. That would confirm the design of the microwave system and then that could be given to the vendors. A further review of the Frontier Telenet will be included during the RFP evaluation. Shawn also noted that FTN's sites were not ready for District occupancy.

B. Subscriber Subcommittee: No update

C. Vadata SIP Update

The local special districts held a meeting on June 4. They discussed the Tier 2 money. The consensus was that they could expect \$500,000 per year over 2 taxing zones so the group decided to split it, giving each one \$250,000. Umatilla County decided not to take Tier 2 money. The group hoped that the City of Umatilla would do the same, but did not expect them to. The agreement that they came up with, as a group, was agreed to be the most fair. Chief Huxel said she did not speak for the City of Umatilla, but told the Board that the special districts had not gotten agreement for this participation from their own boards and could not move forward without that approval. Shawn noted that he did attempt contact with the City of Umatilla, but was turned away. Director Kennedy asked Shawn to speak with SDAO, in case there was litigation and the District was named. Chief Stanton noted that most of the involved districts were given approval to negotiate from their boards, including his own.

The agreement had to be decided and submitted by June 26 and then the State would make a decision. Director Roxbury did not think that the Board could give approval without of the details. The agreement would have a much larger effect on districts that were not in both taxing areas. Shawn noted that it had been done well in Morrow County and that the district here were trying to have it work out equally and fairly and including everyone's interests. He also noted that leaving it to the State to decide was risky. The Board directed Shawn to discuss the agreements with SDAO, to obtain the agreement from Doug Olsen for board review and to schedule a special meeting before June 26 for the Board to vote, with nothing else on the agenda.

VI. New Business

A. System Administrator's Report

1. Unit Tracking Sheet: Pending requests from UCFD1, MCSO, and Boardman Police Department
2. District Income Review: The Board reviewed the income report.
3. District Expense Report: The Board reviewed the expenditure report.
4. District Bank Statement/Checks Review: The Board reviewed the bank statements and checks.
5. GIP: The Board reviewed the LGIP statement
6. Safety Review

Shawn reported that wasps were in season. He also reported that a new battery plant had been installed at Gleason, with no issues. There were 2 more battery plant replacement projects scheduled for the budget year.

B. Radios for health district

Dave Anderson from Gilliam County Health District requested 2 UMRDD portable radios. Shawn would normally just issue the radios, but since this was an agency outside of the District he asked for Board approval. He recommended giving them the radios and noted that it would only be until the District move to 700. In response to Director Kennedy's question, he said a patch would work but issuing them 2 radios was easier and could be taken care of quickly. The Board agreed.

VII. Open Discussion

The Board agreed to move the next meeting from July 3 to July 10. Rosanna will confirm the location of Boardman City Hall.

VIII. Adjourn

A motion to adjourn the meeting was made by Director Kennedy and seconded by Director Lieuallen.

Director Kennedy: Aye

Director Lieuallen: Aye

Director Matlack: Aye

Director Pratt: Aye

Director Roxbury: Aye

Next Meeting

July 10, 2018 @ 1:30pm

Boardman City Hall