

**UMATILLA MORROW RADIO & DATA DISTRICT**

Umatilla County Fire District #1, Station 23

August 7, 2018 1:30PM

Present: Director Lieuallen                      Director Matlack  
          Director Pratt                              Director Roxbury

Absent: Director Kennedy

Guests: Marlon Johnson, Day Wireless

Staff: Rosanna Brown, Shawn Halsey

I. Call to Order and Recognition of Guest(s): The meeting was called to order at 1:31pm.

II. Minutes of Meeting from July 10, 2018

*A motion to approve the minutes from the meeting on July 10 was made by Director Lieuallen and seconded by Director Pratt.*

*Director Pratt: Aye*

*Director Lieuallen: Aye*

*Director Matlack: Aye*

*Director Roxbury: Aye*

III. Changes/Additions to the Agenda: None

IV. Business from Guests: None

V. Old Business

A. Next System RFP

1. CDX report, Steve and Bob present telephonically (from APCO)

CDX provided a report, comparing the unsolicited offers from Kenwood and Motorola. The report was in the packet.

The RFP was as complete as it could be without the microwave information and could be released whenever the Board was ready.

The offer from Motorola was a written confirmation of a verbal offer and included the costs. It was based on a joint partnership between the District and Benton County.

CDX developed an analysis of the offer from JVC Kenwood, based on the RFP, which neither vendor had seen. Steve pointed out that the offer from Kenwood had more detail than the offer from Motorola, but that both offers provided the District's "must haves". Motorola also included a way to keep the District operating if the connection to Benton County was severed. Motorola's agreement also included some outsourcing of work to Day Wireless. Kenwood's offer included channels and fill in sites, ISSI and gateway, and features like GPS, plus 1000 portables. Motorola included a mix of mobiles and portables. Both offers provided ample system design to meet the District's needs. The Kenwood system would be stand alone, similar to what the District currently had.

Kenwood offered autonomy and Motorola offered partnership. Motorola's offer included a down payment and ongoing payments, with a total of \$4.48m. That did not include ongoing costs from Benton County. Kenwood's offer was \$4.9m with options for an extended warranty and no spares included.

Shawn noted that there were a few points that still needed to be hashed out with Motorola, including the issue of spares, but agreed that both offers met the basic needs of the District. He asked the Board if they wanted to move forward with Motorola or continue with the RFP process and asked for feedback about priorities. Regarding reliability, Steve noted that Kenwood had a distributed core. Shawn felt that the cost would be about equal for either option, as they were both just under the \$5m budgeted amount.

2. Phase II Payment

Since the RFP was as complete as it could be, Shawn asked the Board for approval to make the contracted 2<sup>nd</sup> payment to CDX. The Board did not have any questions and agreed that CDX had met their requirements for the payment. No motion was needed.

3. Microwave Info

The microwave information went to all of the vendors last night, with little change to what had been provided before. Shawn believed that the purchase decision would be made at the September meeting. The only possible change was regarding topography, adding Umatilla Ridge. The Benton site would be good for a fill in site and would provide coverage for Umatilla High School and

downtown Umatilla, and down the river to Irrigon. He also noted that there was a lot of room on the tower. Marlon offered to get a Benton PUD contact for Shawn.

B. Subscriber Subcommittee Report

1. All User Meeting-September

Based on the conversations Shawn and the committee had with the agencies, they believed it was time for an all user meeting to discuss subscriber unit use in general and how to be more frugal with the units. Most users did not care about GPS and other special features. Shawn hoped to come away from the meeting with an idea of what is necessary and to convey what the District could afford. The topic of reserves needed further discussion. Shawn planned to schedule the meeting after Round Up.

C. BCES Partnership

Shawn felt that the entire board needed to be present to have a conversation about a partnership with Benton County. Some of the directors were more supportive of a partnership than others and a full board was needed to make a decision regarding the loss of autonomy versus the cost of the system. Shawn felt that the idea was worth more discussion. He also noted that there were some additional savings regarding sites costs when partnering with Benton County. The District could not know how much offers from other vendors would be without an RFP and an RFP would exclude Motorola as an option. Shawn did feel confident that BCES would not be moving away from Motorola in the next 10 years and also probably could not afford to move to Phase II. Shawn noted that BCES had plenty of channels and capacity. He acknowledged that the administration of an agreement and the logging system still needed discussion.

Director Matlack wondered if the partnership would open the District up to more funding opportunities, based on additional agency interoperability.

The Board saw a benefit to increased coverage, increased interoperability, and shared resources with an agreement with BCES so it directed Shawn to continue looking into the possibility. Shawn noted that he was still waiting for a quote from Motorola for an ISSI. In response to Director Lieuallen's question, Shawn confirmed that the BCES/Motorola option would mean one core, but there would be a backup server for the District that could run the system.

Shawn will contact Doug DeGraff from BCES to continue the discussion.

VI. New Business

A. System Administrator's Report

1. Unit Tracking Sheet: No new units issued.
2. District Income Review: District Income Report reviewed.
3. District Expenditures Review: District Expenditures Report reviewed.
4. District Bank Statement/Checks Review: Bank statements and checks reviewed.
5. LGIP: LGIP Report reviewed. Shawn transferred \$65,000 into the checking account.
6. Safety Review-Medical Emergency

Shawn reported that the District had First Aid Kits in the vehicles and an AED in the office. Director Matlack suggested Shawn periodically check on the AED battery packs.

B. Cache Hollow Fire Support

The District received a request to provide communication at the fire. Shawn responded and set up the Tahoe repeater and acted as a human repeater and the East Umatilla Rural Fire Protection District was very happy to have the support. Shawn was set up high and had a good view of the scene. He was given access by a landowner. Director Lieuallen noted that Shawn did a really good job and that the users were glad to have him there.

After the event, Shawn replaced the Tahoe's tires and shocks. He also noted that the District might invest in safety equipment. Brett responded to a fire the next week, but the users did not end up needing additional support.

C. UPS Maintenance Outage

The core experienced an outage during UPS maintenance a couple of years ago, due to vendor error. Maintenance work was scheduled and the power was killed again, erroneously, but the system was not affected because of the precautions Shawn and Brett took. The Dispatch centers were also notified that there could be an issue. There was a loss of power, but it came back up and the system was in site trunking for a couple of minutes. Shawn did not plan to use that vendor again.

VII. Open Discussion: Shawn notified the Board of the Oregon Radio Conference in October.

VIII. *A motion to adjourn the meeting at 2:41pm was made by Director Lieuallen and second by Director Pratt.*  
*Director Lieuallen: Aye*  
*Director Pratt: Aye*  
*Director Matlack: Aye*  
*Director Roxbury: Aye*

**Next Meeting**  
September 4, 2018 @ 1:30pm  
Boardman City Hall