

UMATILLA MORROW RADIO & DATA DISTRICT

Umatilla County Fire District #1, Station 23

December 5, 2017 1:30PM

Present: Director Roxbury Director Pratt Director Kennedy
Absent: Director Lieuallen Director Matlack
Guests: Chief Rick Stokoe, Boardman Police Department Marlon Johnson, Day Wireless
 Chief 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 1:27pm. Directors Roxbury, Kennedy, and Pratt were present. Directors Lieuallen and Matlack were excused.

II. Minutes of the Meeting from November 7, 2017
A motion to accept the minutes from the meeting on November 7, 2017 was made by Director Kennedy and seconded by Director Pratt.
Director Roxbury: Aye
Director Pratt: Aye
Director Kennedy: Aye

III. Changes/Additions to the Agenda
Due to the limited time a quorum would be present, VI. New Business A, C, and D were moved to the beginning of the meeting and V. Old Business followed.

IV. Business from Guest(s): EF Johnson did not give a presentation.

V. Old Business

- A. Next Systems RFP
 - 1. RFP Draft Review

Shawn made additional changes to the RFP and contacted MCP and another consultant firm out of California. That firm planned to come to the District the next week to look at the area, talk to Shawn, and see some of the sites. They are similar to MCP and did not charge a fee for the review visit. They were interested in helping with the RFP and procurement process.

The Board discussed concerns over having the RFP split into 4 sections, with vendors having the option to bid on any or all of the services. The major concern was that having 2-4 vendors working on one project could create issues with responsibility and blame when the products didn't work together. Director Pratt worried that, while it might save money, it would cause a headache. The Day Wireless office in Bend had not yet been able to get a Harris radio to work on the Frontier system, even though both were P25. Director Roxbury agreed that one vendor handling all four parts of the RFP would be better.

Shawn noted that the financial savings of using multiple vendors could be significant and that it would create a true P25 system, with no proprietary equipment. Director Roxbury was skeptical and felt that Shawn would have to spec every last detail. Shawn agreed and planned to do so. The RFP would also require that bids include how vendors planned to deal with sub vendors. He also stressed that it was not possible to know the potential savings without putting out the RFP and received and reviewing the bids. He planned to utilize a project manager and an RFP review committee and noted that the decision would not have to be made until February or March.

Director Kennedy suggested that the topic be tabled until a report was provided from the consultant firm.

In response to Marlon Johnson's question about working with Frontier, Shawn explained that he and the Board would compare the deal with Frontier to the RFP responses and Director Pratt agreed.

- B. Subscriber Subcommittee

Shawn sent an email out to the agency heads, with the proposed questions attached. He did not receive any responses. Chief Stokoe noted that he thought the email said Shawn would be contacting people to set up appointments and Shawn said he would, but he also asked for schedules for good or bad dates. He also needed schedule from the subcommittee members.

- C. Grant Assistance

Shawn filled out the grant information form from Motorola but had not received a response. Marlon said he would follow up with Motorola.

VI. New Business

- A. System Administrator's Report
 - 1. Unit Tracking Sheet: The Board reviewed the Unit Tracking Sheet.
 - 2. District Income Review: The Board reviewed the Income Report.

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 planned to move about \$700,000 into the LGIP account, increasing the balance to over \$2 million.

6. Safety Committee Review

Shawn reported that there were no safety incidents. The current concerns were driver safety in snow, ice, and fog in winter weather.

Additionally, employees would be aware of snow and ice at tower sites. After winter, Shawn planned to sweep the lines at the sites, to check for damage from falling ice.

B. Tait Communications Information

Shawn reported that Harris was selling Tait products. The Board packet included a ROM that was, in Shawn's opinion, overpriced. It did not include the discount pricing. The dispatchers have stated that they were willing to switching dispatch consoles because they wanted and they wanted IRR on every resource.

Shawn also explained that he was unable to get a ROM from Tait until they started working through Harris. Shawn felt that they were a good vendor for subscriber units. It was the system used by Grant County, Washington. In response to Director Roxbury's question, Shawn suggested Avtec, Telex, or Deatron for console vendors, if the District used Tait.

C. Hermiston Enterprise Zone Boundary Change

The District received an Enterprise Zone Boundary Change letter from the City of Hermiston. Shawn asked the Board for some kind of guidance on how to deal with these letters when they arrive, because it was usually right after a board meeting so he did not have time to discuss them with the Board before the hearing.

Chief Stanton reported that he replied to the letter that UCFD1 received regarding the addition of 550 acres of industrial land. He noted that Amazon was not included in that. He felt that special districts needed to receive the funds to cover in the increase in population served.

Chief Stokoe noted that SIP agreements were controlled by the county. With regard to the enterprise zone, there was a way to get some of the money back. He knew this because Boardman public safety was able to and that it paid for a new Boardman Fire truck. Chief Stanton agreed, but noted that it must be negotiated in, at the beginning. Director Roxbury expressed his opinion that Morrow County has always been better at including everyone than Umatilla County and that it was difficult to get information from Umatilla County, until it was too late for anything to be done. Special Districts have been stuck with the rules that the zones were created under, without any input. Chief Stokoe suggested approaching the CREZ board and Chief Stanton suggested approaching the city council. Director Kennedy stressed that, if the District's tax revenue was going to be affected, the District (and other special districts) should be included in the discussion.

Chief Stanton agreed to send his letter to Shawn, so that Shawn could edit it to work for the District's purposes. He would then email it out to the Board for review. He also planned to start attending board of commissioner meetings.

D. Resolution 17-12-05-01: Changes to Budget

The dues and fees line was over budget with the payment of the audit filing fee to the Oregon Secretary of State, so \$500 was needed and moved from the Contingency line to the Dues and Fees line.

A motion to accept Resolution 17-12-05-01: Changes to Budget was made by Director Pratt and seconded by Director Kennedy.

Director Roxbury: Aye

Director Kennedy: Aye

Director Pratt: Aye

VII. Open Discussion

Shaw had a meeting scheduled on 12/14/17 at 1pm in Boardman. He planned to meet with Motorola and Mike Smith to discuss the cost and logistics of the District joining Frontier's core.

The Board agreed to move the next meeting from January 2 to January 9.

VIII. Adjourn

A motion to adjourn the meeting at 2:14pm by Director Kennedy and seconded by Director Pratt.

Director Roxbury: Aye

Director Kennedy: Aye

Director Pratt: Aye

Next Meeting

January 9, 2018

Boardman City Hall