

UMATILLA MORROW RADIO & DATA DISTRICT

Boardman City Hall
March 12, 2019 1:30PM

Present: Director Lieuallen Director Roxbury
 Director Kennedy Director Matlack

Absent: Director Pratt

Guests: Marlon Johnson, Day Wireless Scott Skibness, Racom
 Scott Grimmett, Racom Sam Irons, Boardman Fire Department

Staff: Rosanna Brown, Shawn Halsey, Brett Mueller

I. Call to Order and Recognition of Guest(s): The meeting was called to order at 1:33pm.

II. Minutes of the Meeting from February 5, 2019

A motion to approve the minutes from the meeting on February 5 was made by Director Kennedy and seconded by Director Matlack.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Matlack: Aye

III. Changes to the Agenda: None

IV. Business from Guest(s): None

V. Old Business

A. Microwave System Project Update

The site surveys were being conducted, however the weather was causing some delay. Boardman was surveyed 3/12/19 and Weston, Cabbage Hill, and Coombs Canyon were scheduled next. They were very close to having the rest of the project detailed. Once the detailed design review was complete, the manufacturing could begin.

B. LMR System Project Update

Scott Grimmett from Racom was visiting the sites with Brett. They expected to be done with all the sites, except Black Mountain, that week. There was no access to Black Mountain at the time. Most equipment on the RF side for base stations and servers was being configured. They would be put into racks in Spokane and ready for stage testing the last week of June. Shawn was working with the console builder on a screen building exercise for configuration.

Avtec was bought by Motorola on 03/11/19 so there was some concern with the console vendor changing hands. It was announced that they did not expect any personnel changes, except the president, and they planned to operate as is for the rest of this year.

Training would still be in South Carolina. Scott agreed that it was important to get the work done on the long term maintenance agreement and he felt confident that the projected numbers would not change.

Steve Surwillo (telephonically) asked if there was anything the Board needed from CDX. He planned to investigate the purchase of Avtec by Motorola and see how they planned to proceed. He expected the product to remain the same and hoped that the purchase was for investment and not to put a competitor out of business.

Director Roxbury asked Shawn about the acceptance testing. Shawn confirmed that he, Brett, and CDX would travel to Spokane for that. As microwave system testing is not usually attended by customers, Shawn would not be traveling to Texas for that. The equipment will be brought here and turned on. The testing for that was planned for late May.

VI. New Business

A. System Administrator's Report

1. Unit Tracking Sheet: No units issued.

2. District Income Review: The District's Income Report was reviewed. The loan money was received by direct deposit into the checking account then then moved into LGIP.

3. District Expenditures Review: The District's Expenditure Report was reviewed.
4. District Bank Statements/Checks Review: The District's Bank statements and checks were reviewed.
5. LGIP: The LGIP report was reviewed.
6. Safety Review-Bomb Threat: When taking a bomb threat call, employees should get as much information as possible, keep the caller on the line, and try to get someone's attention nearby.

B. HVAC Service Proposals

Shawn received proposals from 3 vendors, Columbia Basin Heating and Cooling (CBHC), Apollo, and Pendleton Electric. The proposals were for HVAC maintenance at all of the sites. Shawn was using Campbell for the service, but did not renew their last contract because he was dissatisfied with their service.

CBHC was the lowest bid by about \$500. Pendleton Electric was the highest by about \$3,000. The Board asked Shawn to explain the differences between the 2 lower bids and to make a recommendation. Shawn pointed out that both of the lower bids were less expensive than the contract with Campbell and included additional sites. He explained that Apollo had been around a long time and did work for CSEPP. He had them do some work for the District, but hadn't had them on contract. CBHC was a small company, run by one person, Zach Wilson. Zach volunteered at the Umatilla Fire Department for fire and EMS and was known to Director Roxbury. The Board was concerned about the reliability and response time of a business that was a one person shop, compared to a larger company like Apollo. Shawn was willing to give CBHC a chance, possibly with a monthly trial. Shawn liked that Zach was closer than TriCities. Director Matlack pointed out that larger companies with more people did not always equal better service.

Director Roxbury was concerned with Zach's response and the possible conflict with work with the fire department. Attaching his cell phone number to the system that send out alarms was discussed and Brett planned to look into the possibilities of grouping different types of alarms. Director Roxbury asked what the procedure for emergency service was, including response time. Shawn replied that the contract would include anything the District wants, but the Board was still concerned. Shawn called Zach and put him on speaker for the Board to ask questions. The Board wanted Zach to acknowledge that, if he were under contract, he would not be able to leave the response area. Zach confirmed that that was what he planned, if he got the contract. He also noted the District would be his highest priority, over all of his other contracts. He confirmed that his response time would just be the time it took to drive to the site. He also noted that he had recently hired someone.

Shawn confirmed that any work Zach did, outside of the twice annual maintenance, would be charged at the regular rate and after hours calls would cost more. (regular hours being Monday-Friday 8am-5pm)

Director Roxbury liked the idea of using a local business. Director Matlack noted that the difference in the 2 lower bids was so small that it was not a consideration and he agreed with Director Roxbury and Shawn that it would be worth it to hire locally.

A motion to accept the Columbia Basin Heating and Cooling HVAC maintenance bid, in the amount of \$5377, was made by Director Matlack and seconded by Director Lieuallen.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Matlack: Aye

C. Tower Repair Proposals

Last year, Shawn reported issues with guyed towers at Coombs Canyon site and PGG site to the Board. This report was based on analysis done by Tower Engineering Professionals (TEP). Shawn received a design from TEP for the repair and improvement of the towers and a proposal from them to do the work. Shawn had expected a proposal from Day Wireless but, due to miscommunication on their end, they did not have a proposal prepared in time for the meeting. Shawn did not want to wait any longer to have the work done, as it could hold up the microwave project because nothing could be added to those towers until they were repaired. He was unwilling to wait until the April meeting to make a decision and begin the work. Shawn confirmed that none of the other towers needed any repairs before work could begin. He noted that the District would be responsible for the entire cost of the PGG site and would split the cost of the Coombs Canyon site with the State. The total for the District would be \$73,350, with an expected reimbursement from the State of \$16,937.50, make the District's full investment \$56,412.50. Director Kennedy asked Shawn how long the work would take, once approved and Shawn confirmed that the work would be done before July, when the build-out for the microwave begins. The microwave project could not start until this work was done. In response to Director Kennedy's question, Marlon estimated that work like this would take a week at most. Brett noted that the cost and time might be increased if using a vendor other than TEP, since they did the design. They stipulated that the work would be inspected when installed, no matter who installed it.

Shawn also noted that the cellular company that is in the PGG site wants to do work there, but cannot until this work is complete.

Marlon asked that he be cc-ed on any requests for service or proposals that go to Day Wireless in the future.

A motion to accept the Tower Engineering Professional proposal for work at the Coombs Canyon site, in the amount of \$33,875, was made by Director Matlack and seconded by Director Kennedy.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Matlack: Aye

A motion to accept the Tower Engineering Professional proposal for work at the PGG site, in the amount of \$39,475, was made by Director Kennedy Matlack and seconded by Director Lieuallen.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Matlack: Aye

VII. Open Discussion

Director Matlack reported that he met and spoke with FirstNet representatives when he was in Reno at the Western States Conference. They said they were committed to rural places and interested in sharing sites. Shawn explained that our area is considered frontier, not rural. He also noted that he has sent them information about all of the District's sites and had not received a response. Shawn also reported that he spoke to FirstNet representatives at IWCE in Las Vegas. He got the impression that they were more focused on service in the valley.

Director Roxbury asked Shawn to talk about the LTE dual sim card option that they saw at IWCE. Shawn explained that the idea was using cell phone service to provide the back haul to mobile trunked radio sites. It would be used to support events in locations without radio coverage. Additionally, it could be used for in-building coverage. They talked about different cell companies having more than one sim card at a time. They also discussed Band 48 being available, with little chance of interference. Shawn noted that they suggested about \$10,000 per site and it sounded like an inexpensive way to put up an LTE network. The frequency would be higher, so less coverage. The feature would be used for push-to-talk into the system alone, not phone calls. Shawn expected to hear more about it in the future and planned to attend meetings at the State level.

Director Roxbury and Shawn also saw trunking P25 voice pagers at IWCE. Director Roxbury thought that the District should consider the possibility of some users going back to pagers, which are much less expensive than portables, because they could hear the traffic with the new technology. Volunteer firefighters could hear the traffic and respond from Active 911. VHF paging stations would no longer be needed. Shawn agreed that the updated pagers, plus the cellular push-to-talk, could decrease the number of portables needed significantly. The Board supported the possibility and Shawn planned to do more research. Directors Roxbury and Kennedy felt that the District should pay for any pager than a user was willing to take in the place of a portable. Shawn also noted that the pagers may not even be needed if the cellular push-to-talk was used. The licensing fee for that option was \$5-600 each. In response to Director Lieuallen's question, Shawn said his perception was that the traffic from the cell phone app would look the same as a radio to the dispatch console. Dispatchers would not be able to tell the difference.

Director Lieuallen looked at logging recorders while at IWCE. Shawn felt that it was time to start talking about logging recorders for the new system and the District's participation in the purchase of them. The District paid for half of the cost of the recorders the last time, but those will not work with the new system. Shawn has been telling the Dispatch centers to expect to pay the full amount this time. Director Lieuallen noted that neither Dispatch center had signed up for the maintenance contracts the last time, due to the high expense. There were more options to look at that could be cheaper this time around.

VIII. Adjourn

A motion to adjourn the meeting at 2:54pm was made by Director Lieuallen and seconded by Director Kennedy.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Matlack: Aye

Next Meeting

April 2, 2019 @ 1:30pm, UCFD#1, Station 23