

UMATILLA MORROW RADIO & DATA DISTRICT

Boardman City Hall
May 7, 2019 1:30PM

Present: Director Pratt Director Roxbury
 Director Matlack Director Kennedy

Absent: Director Lieuallen

Guests: Steve Surwillo, CDX Scott Skibness, Racom
 Pat Lund, Day Wireless

Staff: Rosanna Brown, Shawn Halsey

I. Call to Order and Recognition of Guest(s): at 2:18pm

II. Minutes of the Meeting from April 2, 2019

A motion to approve the minutes from the meeting on April 2 was made by Director Kennedy and seconded by Director Pratt.

Director Kennedy: Aye

Director Matlack: Aye

Director Roxbury: Aye

Director Pratt: Aye

III. Changes to the Agenda: None

IV. Business from Guest(s): None

V. Old Business

A. Microwave System Project Update

Shawn noted that the chart provided was from mid-April and was mostly current. One difference was the factory integration was moved out by about a month, due to the bad weather and the sites being more difficult to access. Director Roxbury asked Shawn if there were penalties for missed deadlines and Shawn said there were not. The project was going to be slightly compressed, taking 65 days instead of the planned 80 days. Shawn noted that the agreement was bought from contract, so a standard of contracting rules would be followed, so he wasn't worried about the quality of the work. He also felt that the delay by weather was a valid excuse. Director Roxbury did not feel confident in Nokia.

B. LMR System Project Update

This project was more or less on track. Staging was planned for July, instead of June, since Racom needed to wait until the microwave work was done. Install would begin in August. Scott noted that they were already changing their plan to get other work done during the microwave delay. They planned to do some installation at the higher sites before the microwave was finished there, to be sure the work was done during the summer. He expected to only be a few weeks behind the estimated date of November 15.

Steve Surwillo assured the Board that corners would not be cut to have the projects completed on time. The quality and performance were priorities. A slight delay would be better than a job done poorly.

C. Tower Repairs

Shawn reported that the tower repairs were supposed to begin on May 6, but he received a message that the start would be delayed due to Tower Engineering Professionals (TEP) being unable to source the material. Shawn returned the call and explained that more notice would have been appreciated. TEP had located a source with arms that were heavier duty than needed, but will work. The updated timeline showed the work beginning the week of Memorial Day. Shawn felt that the delay was not a big problem.

D. Quote for GPS

Shawn provided the GPS quote from Scott Skibness. It outlines what the District would need to utilize the GPS features of the subscriber units, including what kind of antenna. The full amount would depend on the equipment chosen and how many units would be done, or how many agencies are interested. The core cost was \$66,339, but would increase to \$80,618 with redundant equipment and licenses. The rest of the fees shown on the quote were based on per units costs, based on how many were ordered. A license was needed for each unit that sent data to the core and there was a quantity discount. Scott explained that this was one of the most robust vendors that he worked with and it was the best value. The radios had parameters, configuration options for polling, and

additional capabilities. There was web based mapping so multiple people could view at the same time and also the ability to create geo fences.

Director Kennedy suggesting speaking with every chief, giving them the options, and getting a concrete number of how many mobiles and portables should be enabled. He noted that Umatilla Police Department was interested in GPS for portables, but not in mobiles. Director Roxbury asked for clarification about the cost. He thought GPS was a feature that was automatically a function of the system. Shawn confirmed that the radios were GPS abled, but the District would need to purchase the software and mapping to receive the information from the radios. Director Roxbury asked Shawn if it was the intention to put the core in for \$66,399 and have subscribers to choose to pay for it and Shawn explained that there was not enough room in the FY19-20 budget to pay for any of it, but it could be budgeted for the next year. Director Roxbury asked if the system worked like pinging a cell phone. Shawn said it was all programmable and Scott noted that it had a lot of flexibility.

Director Roxbury suggested finding out how many agencies actually wanted the option and then bring it back to the Board to see if there was enough interest to go forward and buy the core. It would be necessary to know, not just how many agencies, but how many and what types of radios at each agency. With that number, they could see a total system count and base the decision on the percentage of use.

Shawn noted that many agencies were using a type of GPS, but it was agency specific and would not integrate with this system. Scott noted that the information could be displayed over a cellular connection, if that was enabled. Shawn wondered if there was a way to use the CAD system/RIMS as a repository for the information. If that was a possibility, no core would be needed and costs associated might be a Dispatch expense. Scott confirmed that and noted that the District would just need to purchase the enabled antennas on the mobiles. The Board asked Shawn to look into it.

Director Kennedy asked Shawn if the same issue was going to come up with the encryption discussion. Shawn explained that the system already came with the key included and the option to pay for extra. He planned to just use the one that came with the system. Director Pratt felt that all law enforcement agencies should have encryption on their talk groups. This would make them CJIS compliant for passing more information over the radio.

Director Pratt made a motion to encrypt all law enforcement talk groups on the new system. The motion was determined to be out of order, since the discussion was about GPS and encryption was not on the agenda.

E. TEP Tower Mapping and Analysis

Shawn reported that the mapping and analysis were done and he was waiting for the final paperwork. He said the project was done well.

Director Roxbury suggested using a consent agenda during the board meetings. It would include the items that did not need a vote such as financials or items that had been discussed multiple times. Directors would have the option to ask for one to be added to the regular agenda if they wanted to discuss it.

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. Shawn expected at least \$23k more before June 30.
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. This account included the money from the loan, minus what had already been spent.
6. Safety Review: Shawn confirmed that the District had an AED. He also suggested staff watch out for flying and biting insects, snakes, and reptiles as the weather gets warmer.

VI. Open Discussion

Director Matlack asked to further discuss Director Roxbury's suggestion for using a consent agenda. Director Roxbury noted that motions or resolutions could also be added to the consent agenda, if they had been discussed several times before. No new business would be on the consent agenda. If someone wanted to discuss an item from the consent agenda, it would be moved to New

Business. Director Matlack noted that the Board received their packets with enough time to review the consent agenda and the documents related to it.

Director Kennedy asked that encryption be on the next meeting's agenda.

VII. Adjourn

A motion to adjourn the meeting at 3:10pm by Director Kennedy and seconded by Director Pratt.

Director Roxbury: Aye

Director Kennedy: Aye

Director Pratt: Aye

Director Matlack: Aye

Next Meeting(s)

Budget Hearing and Board Meeting

June 4, 2019

UCFD#1, Station 23