

UMATILLA MORROW RADIO & DATA DISTRICT
Umatilla County Fire District #1, Station 23
August 6, 2019 1:30PM

Present: Director Kennedy Director Matlack Director Roxbury

Absent: Director Lieuallen Director Pratt

Guests: Marlon Johnson, Day Wireless

Staff: Rosanna Brown, Shawn Halsey, Brett Mueller

- I. Call to Order and Recognition of Guest(s): The meeting was called to order at 1:41pm.
- II. Changes/Additions to the Agenda: None
- III. Business from Guests: None
- IV. Oath of Office: Shawn swore Director Kennedy in and gave the results of the May 2019 election.
- V. Consent Agenda
 - A. Minutes of the meeting from July 2, 2019.
 - B. System Administrator's Report
 1. Unit Tracking Sheet
 2. District Income Review
 3. District Expenditures Review
 4. District Bank Statements/Checks Review
 5. LGIP
 - C. Encryption-This item was moved to Old Business D. because the Board wanted to discuss it.

A motion to accept the consent agenda, after removing C. Encryption, was made by Director Kennedy and seconded by Director Matlack.

Director Kennedy: Aye

Director Roxbury: Aye

Director Matlack: Aye

- VI. Old Business
 - A. Microwave System Project Update

The equipment was being staged in Texas. Shawn was informed that Day Wireless had not been chosen to do the installation. He reported that the company that did the site surveys was awarded the contract. The Board expected Shawn to watch the installations closely.

- B. LMR System Project Update

Staging was scheduled for August 7 and 8 in Spokane. Cores would be installed in both counties and Shawn noted that there would be a bit of an issue in Morrow County, regarding the grounding. Some modifications would be needed and he was looking at a company from Californian to do the work. MCSO would be paying for part of the grounding system planning. The quote was about \$5300. In response to Director Roxbury's question, Shawn explained that the grounding work had not been an issue in the past because there had not been any District equipment in the room.

- C. State System Agreement

Shawn had not heard back from the State. He noted that they were dealing with some other issues. The agreement was mostly complete.

D. Encryption

Director Kennedy confirmed that he was in favor of encryption and believed that the choice should be up to each agency. He noted that calls could be dispatched via mobile, over the terminal not over the air, but he did not want officers reading their terminals while driving code.

Director Roxbury felt that, at some point, the District should create a policy for the feature and that the District should be directed by the users. Director Matlack also noted that there has been a push toward more plain talk over the radios, in comparison to 10 or 12 code. He noted that the Boardman Police Department wanted to go back to using 10 code but he felt that having multiple systems was not a good idea.

Director Roxbury was concerned that, without a policy, the District would be tasked with responded to calls from the press about the feature. To clarify, Shawn noted that the talk groups would be what was encrypted and users would have to move to that channel to use the feature. It would be up to Dispatch to notify the users to switch. Shawn felt that the decision should be up to each agency and that they should take direction from their community leaders or decision makers. With that being the case, questions from the public and the press would go to each agency head, not the District. Director Roxbury agreed. He stated that all the District Board could do was set a base policy and leave it to the users to figure out how to use it and defend their decision to use or not use it to their communities. Shawn wanted a sign off from the community body, like a city council. That would be insulate the District and put the burden on the agency. Director Roxbury felt that it was just a matter of time before the decisions were challenged and it would not be a surprise to him if the District ended up being a test case.

Director Matlack noted that he was leaning toward supporting encryption.

VII. New Business

A. Safety Review

Employees should know and pay attention to the signs of heat exhaustion and heat stroke during the summer months. They should also keep hydrated.

B. Audit Engagement Letter

Shawn provided the quote for audit services from Barnett & Moro. This was done every 3 years. The cost would be \$6800 for 2019, \$7000 for 2020, and \$7200 for 2021. The District has had this firm do the audits since it was formed.

A motion to approve Barnett & Morro's 3-year contract for auditing services was made by Director Matlack and seconded by Director Kennedy.

Director Kennedy: Aye

Director Roxbury: Aye

Director Matlack: Aye

C. Banner Bank Authorized User

A motion to have Shawn Halsey, District Administrator and Rosanna Brown, Administrative Assistant approved to authorized changes to the Banner Bank accounts was made by Director Kennedy and seconded by Director Matlack.

Director Kennedy: Aye

Director Roxbury: Aye

Director Matlack: Aye

VIII. Open Discussion

The next big thing project after the microwave and radio systems are updated will be the radio installations. Shawn planned to go out for public bids for the work. Day Wireless planned to submit a bid. The work will begin next Spring.

IX. Adjourn: The meeting was adjourned at 2:40pm.

Next Meeting
September 3, 2019 @ 1:30pm
Boardman City Hall