

UMATILLA MORROW RADIO & DATA DISTRICT

Boardman City Hall

September 3, 2019 1:30PM

Present: Director Kennedy Director Matlack Director Roxbury
Director Lieuallen Director Pratt

Guests: Richard Stokoe, Boardman Police Department

Staff: Rosanna Brown, Shawn Halsey

- I. Call to Order and Recognition of Guest(s): The meeting was called to order at 1:28pm.
- II. Changes/Additions to the Agenda: None
- III. Business from Guests: None
- IV. Consent Agenda
 - A. Minutes of the meeting from August 6, 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

A motion to accept the consent agenda was made by Director Matlack and seconded by Director Kennedy.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Kennedy: Aye

Director Pratt: Aye

Director Matlack: Aye

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

Shawn reported that staging continued in Texas. Equipment would be boxed and shipped after testing, and installation would begin Monday, September 16, at the higher sites. The crew planned to work 6 days a week, with supervision by Shawn or Brett every day. Shawn expected the work to be completed before the middle of December and planned to give a progress report at the next meeting.

- B. LMR System Project Update

The system was not ready when staging was attempted a few weeks ago. Shawn went back when it was ready, and it passed inspection, with the exceptions listed in the report from CDX. One item noted by CDX was the trunked analog gateways causing consoles to go into Phase 1, which used too much system capacity. Shawn expected the firmware to be fixed to correct the issue. Additionally, the priority scan did not work, but it wasn't expected to until the last quarter. Many users that Shawn has spoken to do not like the priority scan overriding, but did not want to lose the scanning ability. There was no way to program the radios to deal with both situations. Another minor issue was the resource turning red on patch mode. Talk group restrictions were not appearing as designed during testing.

In response to Director Matlack's question, Shawn confirmed that the dispatch intercoms would remain the same. Shawn was given direction by the Board to sign the acceptance.

Shipping of equipment would begin in October.

VI. New Business

A. Safety Review

Shawn reported that SDAO was offering a grant to provide up to \$5,000 in matching funds for safety projects and equipment. Shawn wondered if there were any projects that the District could implement to take advantage of the grant. Eye wash stations and new fire extinguishers at the sites were suggested.

The Board asked if the District employees were up to date on CPR training and Shawn noted that he planned to check with the Umatilla County Sheriff's Office to find out when they had a training scheduled.

B. Motorola Contract

Shawn provided Motorola's next maintenance contract to review and be signed. The agreement would last until summer 2020, so he did not expect there to be need to renew the contract next year. He recommended signing the contract because he wanted the current system to be fully supported until it was turned off.

A motion to approve the Motorola maintenance agreement was made by Director Pratt and seconded by Director Matlack.

Director Lieuallen: Aye

Director Pratt: Aye

Director Roxbury: Aye

Director Kennedy: Aye

Director Matlack: Aye

C. User Agreement

Shawn began updating the User Agreement to include additions like encryption, notification of alias changes, mobile installation standards, and hold harmless and indemnification. He asked the Board for feedback on the current draft. He felt that this agreement was one way to hash out the encryption issues.

In response to Director Matlack's question, Shawn noted that, in the past, there were some issues regarding radio accessories used on the system that were not approved and also inappropriate traffic.

The hold harmless and indemnification were boiler plate suggestions from county counsel. In response to Director Matlack's question, Shawn explained that SDAO did not have any best practices related to encryption. They did not know enough about it to have made a policy. Director Matlack said the District needed SDAO to have an opinion, if they were going to be able to defend the District.

With regard to which users would be allowed to use encryption, Shawn reiterated that it should not be up to the District. It should be up to each agency and their decision makers.

In response to Director Pratt's question, Shawn explained that if users were going to have their own encryption keys, they would have to have radios that could be programmed that way, and that would be an additional cost to upgrade firmware.

In response to the Board's questions, Marlon explained that the agencies that he worked with in Washington have radios that allow for multi-key. He also did not believe that there would be a cost from Motorola for District radios to be programmed for those systems. He did not think the license limit would be an issue.

Shawn asked the Board to send him any feedback regarding the agreement.

D. Madison Butte Repeater

Shawn reported that the Sheriff's Office was interested in a permanent repeater at Madison Butte. It has the highest point in southern Morrow County and Shawn felt that it was a very good site, based on his experience there during the eclipse. The Forest Service was agreeable to the repeater. Shawn noted that a power system would have to be put in. The District did not have the funding for the project in this year's budget, but Shawn thought next year was a possibility. He asked the Board to send him any feedback.

VII. Open Discussion

Shawn asked the Board if the District should consider buying property if some property, became available in the right location. The property would be a relocation for the District office and would have a building, or the District would put a building on it. Shawn felt that the ideal location was Echo because it was most centrally located in the District and he thought that would be better for the users, geographically. He noted that, since there would be 2 cores, the District office did not have to be located at the Umatilla County Justice Center any more. He also suggested 2 District offices, one in each county.

Director Pratt felt that the cost of that versus what the District pays in rent would need to be considered. He asked about justification to the taxpayers for the additional expense. Additionally, there was the issue of utilities and maintenance that the District would take on, instead of those responsibilities being handled by the current landlord.

Shawn noted that there was some property near the PGG site for sale currently, for \$100,000, but it was not ideal and larger than what the District would use. The Board felt that it was more important to focus its priorities on the system, instead of property or buildings at this time.

VIII. Adjourn

A motion to adjourn the meeting at 2:29pm was made by Director Kennedy and seconded by Director Lieuallen.

Director Kennedy: Aye

Director Lieuallen: Aye

Director Pratt: Aye

Director Roxbury: Aye

Director Matlack: Aye

Next Meeting

October 1, 2019 1:30pm

Umatilla County Fire District #1, Station 23