

UMATILLA MORROW RADIO & DATA DISTRICT  
BOARD of DIRECTORS MEETING  
Umatilla County Fire District #1, Station 23  
October 6, 2020 1:30pm

Present: Director Pratt                      Director Roxbury (telephonically)                      Director Lieuallen (telephonically)

Absent: Director Kennedy                      Director Matlack

Guests: Marlon Johnson, Day Wireless                      Rod Ekholm, Racom  
Rick Stokoe, Boardman Police Department

Staff: Shawn Halsey, Rosanna Brown (telephonically)

- I. Call to Order and Recognition of Guests: The meeting was called to order at 1:41pm.
- II. Changes/Additions to the Agenda: None
- III. Business from Guests: None
- IV. Consent Agenda
  - A. Minutes of the meetings from September 1, 2020
  - 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 Pratt and seconded by Director Lieuallen.*

*Director Lieuallen: Aye*

*Director Pratt: Aye*

*Director Roxbury: Aye*

- V. Old Business
  - A. LMR System Project Update
    - 1. Mobile Installation

Shawn reported that the mobile installations were complete. The installers worked quickly and there were some requested radios that were not needed. He noted that the District had extra mobiles, but was short on portables. His next project was to complete desktop and building radio installations. Those would go quickly. He reported that 6 consoles were installed at Umatilla County Dispatch, 1 at Tribal Dispatch and 2 at Morrow County Dispatch. Rod planned to continue Morrow County installations after the meeting. In response to Director Lieuallen's question about an issue with the transmissions running through the headsets, Shawn explained that it was a training issue that had been addressed and was working correctly. Shawn reported an issue with the Pendleton site controller. It was not giving up control, even when it stopped controlling the traffic and it caused the site to go down. A Tait representative was brought in and the problem was identified through diagnostics done by Racom. Reprogramming was done that morning to better align functionality and the site was currently in maintenance mode. There had not been any error messages, as of 1pm. Another issue that they were dealing with was a delayed bonk when keying up. Usually that was the result of a user being beat into the system by another user or dispatch, but in this case a few users were getting a bonk after they received a PTT chirp. System software was being updated and that was expected to take care of the problem. In response to Director Roxbury's question, Shawn acknowledged that issues had been expected and that some were typical and some were unusual, but that they had made good progress on all of those that had been identified. Shawn also noted that he and the vendor had status calls twice a week to address anything that came up.

Director Roxbury expressed concern about the issues. He felt confident that the issues could be fixed, but wanted to know why they happened in the first place. He asked Shawn's confidence level on getting all the problems under control and managed and Shawn said he was 90% confident that all of the issues would be addressed and taken care of, though maybe not as quickly as he'd like.

#### B. Coombs Project Update

Shawn expected concrete to be poured mid-October and noted it would take a while to cure. The tower would start to go up in November. He hoped to have the site functional by January.

In response to Director Roxbury's question, Shawn explained that the loss of the site was not causing any current issues and, when reestablished, would provide more coverage.

### VI. New Business

#### A. Safety Review

Shawn noted that the cooler weather was coming and also cold and flu season. He recommended getting a flu shot. Director Lieuallen asked Shawn if the crews were wearing masks during the mobile installations at fire departments. Shawn replied that they had not been wearing masks. Director Roxbury stressed the importance of wearing masks and thought the District should be overreactive instead of under reactive, to keep employees well.

Shawn reported that there had been a Covid outbreak at Tribal Fire and he was tested. His test was negative.

#### B. Racom Quote for Portables

Shawn requested approval to purchase 26 portables and chargers from Racom. He spoke with the school districts that were users of the system and they confirmed that they wanted to continue to use the system during this school year. Their 450 portables would not work on the new system and since they paid a fee for the service, the District needed to replace the radios they were using with 700 radios. Shawn noted that the District had enough mobiles for them, but was short on portables. The school districts were Morrow County, Umatilla and Athena-Weston.

Shawn checked sources for new or secondary market that were less expensive, but was unable to find the quantity that he needed. He felt that this quote from Racom was the best deal for new radios. In response to Director Roxbury's question, Shawn confirmed that the school districts would get the same number of subscriber units that they had before and that they pay a fee per radio.

*A motion to accept the Racom portable radio quote, in the amount of \$47,122.92, was made by Director Pratt and seconded by Director Lieuallen.*

*Director Lieuallen: Aye*

*Director Pratt: Aye*

*Director Roxbury: Aye*

#### C. Pendleton Urban Renewal Letter

Shawn received a letter from the City of Pendleton, informing districts that the City would keep their urban renewal program going past its original date. A meeting was scheduled for October 20 and anyone that was interested could attend in person or by calling in. Shawn had the information.

#### D. New District Vehicle

Shawn explained that the District Tahoe had 164k miles and had recently taken a turn for the worse. He thought it was time to replace it and, at the last meeting, the Board had agreed.

He planned to take \$15,000 from Contingency to cover the cost of a new ½ ton Dodge Ram pickup special services vehicle. He felt it was the best choice for the new vehicle. If the purchase was approved the vehicle would be in by the end of October.

*A motion to approve the purchase of a truck from Withnell Dodge, in the amount of \$28,437.68, was made by Director Lieuallen and seconded by Director Pratt.*

*Director Lieuallen: Aye*

*Director Pratt: Aye*

*Director Roxbury: Aye*

Shawn presented Resolution 20-10-06-01 and explained that he'd like to move \$15,000 from the Contingency line into the Vehicle line, to pay for the new District truck.

*A motion to adopt Resolution 20-10-06-01: Changes to the Budget, was made by Director Pratt and seconded by Director Lieuallen.*

*Director Lieuallen: Aye*

*Director Pratt: Aye*

*Director Roxbury: Aye*

#### VII. Open Discussion

Director Roxbury asked Shawn to give a report on the overall health of the system, at its current status. Shawn reported that the system was healthy, as of 4am when a failure was taken care of. There were no other system failures to address. He estimated that the system was at 75% of what he'd like it to be. He noted that issues being found during the process were being addressed and they were making good progress. He expected there to be issues because the new system was more complex than the previous system so there were a lot of items, options, and features to test and tweak. Rod noted that, through investigation, they were able to explain about 50% of the issues being user related. 25% of the issues were bugs or flaws that could be addresses and fixed. He reported that Tait was being very responsive with fixes. Shawn was confident in his ability to hold the vendors accountable for all of the problems and the necessary fixes.

#### VIII. Adjourn

*A motion to adjourn the meeting at 2:25pm was made by Director Lieuallen and seconded by Director Pratt.*

*Director Lieuallen: Aye*

*Director Pratt: Aye*

*Director Roxbury: Aye*

Next Meeting

November 3, 2020 1:30pm

Location: Boardman City Hall