

UMATILLA MORROW RADIO & DATA DISTRICT
BOARD of DIRECTORS MEETING
Teleconference
December 1, 2020 1:30pm

Present: Director Pratt Director Roxbury
 Director Lieuallen Director Kennedy

Absent: Director Matlack

Guests: Scott Skibness, Racom Steve Surwillo, CDX
 Rod Ekholm, Racom Marlon Johnson, Day Wireless
 Bob Simmons, CDX

Staff: Shawn Halsey, Rosanna Brown

- I. Call to Order and Recognition of Guests: The meeting was called to order at 1:31pm.
- II. Changes/Additions to the Agenda: None
- III. Business from Guests: None
- IV. Consent Agenda
 - A. Minutes of the meetings from November 3, 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 Lieuallen and seconded by Director Pratt.

Director Lieuallen: Aye

Director Pratt: Aye

Director Kennedy: Aye

Director Roxbury: Aye

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

Shawn reported that the desktop installs were being done and would continue through December. In response to Director Roxbury's question, Shawn explained that they had found most of the cables to be in good shape so just the antennas and units were being replaced.

Some issues they were dealing with were centered around the dispatch consoles. Rod Ekholm reported that they had received complaints from users in the field. Users were calling in but Dispatch was not answering. Through investigating, it was found that the calls were coming in, but the dispatchers were not hearing them. Shawn and Rod were working with Avtec, the console manufacturer, to identify the cause. They were still analyzing the data. Other small issues were also sent to Avtec to identify and correct. In response to Director Lieuallen's question, Rod reported that he believed it was happening at Morrow County and Umatilla County Dispatch centers, but nothing had been reported from Tribal Dispatch.

Another issue Rod was working on was the quality of signal causing portables to have better reception than mobiles and the missed traffic because of it. He was trying to identify the value and threshold and would work with Shawn when a solution was found. He also pointed out that that problem could be corrected with an update done via OTAP.

Shawn noted that they were looking at places where the signal was overlapping and out of time. Rod explained that a digital system must be in sync and, if it was not optimized correctly if there was interference, it could not audibly display the traffic. There was more investigating to be done.

Director Pratt reported hearing loss of syllables and words during transmission. He noted that the dispatchers were having a hard time hearing what was being said and were having to fill in the blanks to understand the traffic. He noted that this was occurring with Boardman Police, but also with the County traffic. Rod and Shawn had not heard this complaint yet, and planned to investigate. They needed users to continue to report any problems and include information like talk group, date, time, and issue, so that they could replicate the scenario and identify the problem. In response to Director Roxbury's question, Shawn agreed that there were expected growing pains with the new system, but they were learning as they went. He was unimpressed with the console vendor.

B. Coombs Project Update

Shawn reported that the State planned to break ground at the Coombs site on Monday, December 7, after finally receiving the parts they needed. They would pour the concrete the next week and then have about 2 of curing time. Shawn expected them to start the tower in January. He also reported that the District received some of the equipment needed and was expecting the antennas soon.

C. Legacy Microwave Removal Proposals

Shawn received 2 proposals for the removal of the old microwave system. The difference in the quotes was less than \$20. Shawn recommended accepting the Racom quote, since they would already be going to the sites, taking down the old LMR system starting the next week. They would start at Coombs. He felt that either vendor was capable of doing the job, but Racom would already be at the sites and in a position to get the work done right away.

He reported that the budget line for this project had \$60,000 in it, so funds would have to be moved to cover it.

In response to Marlon's question about Day Wireless' ability to get the work done quickly, Shawn said there couldn't be 2 crews working on the same tower, so it was just a matter of timing.

A motion to accept the Racom quote, in the amount of \$75,000, was made by Director Pratt and seconded by Director Lieuallen.

Director Lieuallen: Aye

Director Pratt: Aye

Director Roxbury: Aye

Director Kennedy: Aye

VI. New Business

B. 2019-2020 Audit Review

The District's FY19-20 audit was completed and the report was provided to the Directors. Shawn reported that it was a pretty typical audit and there were no concerning issues. The only new item was a note regarding the liability of vacation time in the District Administrator's contract. Nothing was needed from the Board.

C. New Navy Agreement

Shawn reported that he needed to move the Navy on to the new system and that they would need new radios. He recently learned that there was a regulation within the Navy that restricted them from purchasing 700 equipment. Shawn's solution was to purchase radios and lease them to the Navy, while adding a fee to their current user agreement. Access to the system and a talk group was \$20 per radio, per month. Adding the use of District owned radios would increase the cost by \$55 per month. He presented it to the Navy and they agreed. This would work until they were able to get special permission to buy their own units. It was money that Shawn hadn't planned to spend, but he noted that the radios could be used when they were returned to the District as spares. He also noted that there was money in the budget for the purchase, since the budget had been done very conservatively. The radios would take 2 months to arrive, once ordered.

Director Pratt asked Shawn if the District had extra mobiles and Shawn explained that it did, but recently several requests had come in so there were no longer any extras available.

The radio purchase for the Navy would include 10 portables and 4 mobiles, for a total of \$26038.60, through Racom. Shawn recommended amending the agreement with the Navy and purchasing the additional radios.

A motion to buy radios and update the user agreement with the Navy for use was made by Director Pratt and seconded by Director Kennedy.

Director Lieuallen: Aye

Director Pratt: Aye

Director Roxbury: Aye

Director Kennedy: Aye

VII. Open Discussion

In response to Director Kennedy's question Shawn reported that he had been working with ODOT/OSP that day. They were doing drive testing and if the results were good, they would be moving to the District's system the next week. They would add about 30 subscribers to the system initially.

Steve Surwillo recapped the current progress of the project. He noted that they had dealt with coverage problems, worked with users on mic procedures and disciplines, collected reports from Dispatch, and pushed Avtec for solutions. These were typical start up issues that could all be corrected. In response to Shawn's question, Steve concurred that once all of the users were off of the old system, the project would be pretty much complete. He also noted that there were a few secondary features that were being worked on, like the cell phone app and GPS. The ISSI work would occur when the State was ready. Rod noted that they were working on the PTT and were facing some firewall issues. They had reached out to Sisco.

In response to Director Roxbury's question, Shawn and Scott agreed that the project could have a conditional acceptance, pending the State's work on the ISSI, by the end of February or early March. The State had to do some upgrading and implementation before they were ready and that could take 6-8 months. The functionality of the interface had been verified, so Shawn did not expect there to be any issues.

VIII. Adjourn

A motion to adjourn the meeting at 2:21pm was made by Director Lieuallen and seconded by Director Kennedy.

Director Lieuallen: Aye

Director Pratt: Aye

Director Roxbury: Aye

Director Kennedy: Aye

Next Meeting
January 5, 2021 1:30pm
Location: TBD