

UMATILLA MORROW RADIO & DATA DISTRICT
BOARD of DIRECTORS MEETING
Umatilla County Fire District #1, Station 23
April 6, 2021 1:30pm

Present: Director Pratt Director Lieuallen
Director Roxbury (telephonically)

Absent: Director Matlack Director Kennedy

Guests: Marlon Johnson, Day Wireless
Telephonically
Steve Surwillo, CDX Wireless Bob Simmons, CDX Wireless
Scott Skibness, Racom Ron Bender, Racom
Mike Miller, Racom Rod Ekholm, Racom
Simon Neiper, Tait Nick Pennance, Tait
Daniel Mellado, Tait Yoram Benit, Tait
Karen Primmer, Umatilla County Dispatch

Staff: Shawn Halsey, Rosanna Brown, Brett Mueller (telephonically)

- I. Call to Order and Recognition of Guests: The meeting was called to order at 1:42pm.
- II. Changes/Additions to the Agenda
Add: VI. New Business D. Director Lieuallen Letter
- III. Business from Guests: None
- IV. Consent Agenda
 - A. Minutes of the meetings from February 2, 2021
 - 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 Roxbury.

Director Lieuallen: Aye

Director Roxbury: Aye

Director Pratt: Aye

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

The desktop installations were mostly complete. Good Shepherd Hospital and MCSO in Irrigon still needed to be done.

Shawn reported that the scanning issues had been fixed with a firmware update. Yesterday, Shawn heard about user reported priority beeps when scanning. There was a memory leak problem that had been addressed with a firmware version update.

There were also issues related to core malfunctions and several site controller malfunctions. The system was set back to the previous version. The system ran fine until the malfunctions were built back up. Shawn was having to roll back controllers every 4 days to prevent the issues from coming up again. That was working until he found that the B controller in Hermiston turned itself off. The switch to the A controller was not a clean cut off. Users were still having

issues until Shawn rolled the controllers at Hermiston, when the issues seemed to clear up. Shawn wanted a better system of alarms for notification of these events. He was working on that.

He reported that the issues with Dispatch had mostly been cleared out. The remaining audio level issue was likely due to Dispatchers needing to remember to make adjustments when starting their shifts.

Simon Neiper noted that the site controller/IRR issue had been seen on another system. He also noted that, after reviewing the District's logs, it had happened with the new system here as well. A request for a new configuration was sent to Eventide and that was expected to resolve the issue.

Nick Pennance assured the Board that these issues had full support from Tait. They would not leave the project until all of the issues were resolved. They were taking time to diagnose problems and were committed to solving them. They wanted to leave the District with a robust and stable system, as quickly as possible. Ron Bender confirmed that Racom, as with Tait, was committed to getting the system exactly how the District wanted it. He apologized for the issues and confirmed that they were continuing to work through all of the software bugs.

Mike Miller asked the representatives from Tait about the reset issue. Specifically, did they know what cause it, were they still diagnosing it, and was it a matter of software. The response was that they were still looking into the issue and expected it to be a software change.

Director Lieuallen stressed that a fully functioning, reliable system was critical. She and Director Pratt agreed that it was just matter of time before a system issue caused a user injury.

Mike Miller asked if there was anything Racom could do to assist Tait with analyzing problems and coming up with solutions. Simon Neiper replied that any additional information they received from Racom, Shawn, and Brett was helpful in diagnosis. He was happy with the way the relationship with Racom had been working and that the communication with Rod Ekholm had been especially appreciated. Mike Miller noted that, if there were physical resources that could help, Racom was committed to providing them.

Shawn appreciated everyone on the call from Racom and Tait. He was frustrated that each new version fixed one issue and created another. Director Roxbury asked if the issues in the software had shown up in anyone else's system. Simon responded that it was possible that the issue had been there and unreported for a short duration. The user would have experienced 5-10 seconds where they could speak radio to radio, but not through the sites and that would have affected comms with Dispatch as well. It had only been seen once in Umatilla County. Shawn believed that this particular issue may have happened only once, but noted that there were other issues that caused bigger problems throughout, specifically regarding the core reset. The issues may or may not have had the same cause and that was what they were working on. It was also possible that there were other problems that just had not been seen yet. Shawn felt that preventing the issues was even more important than correcting them. The system must be reliable.

Steve Surwillo noted that the Harris radios were a problem for OSP, ODOT, and Boardman Police. The Harris XG100 mobiles did not work well enough in Phase 2 on the new system. The State purchased 10 newer Harris radios for testing and 50 more to issue to their units in the District, so they could use the system without issue. Harris was not able to come up with a fix very quickly, so they were looking for other ways to take care of Boardman PD's 12 radios. He confirmed that the XL200 mobiles did work correctly in Phase 2.

Mike Miller agreed that they had been having some trouble getting Harris's attention for fixing software. They talked about having it ready in September, but he felt that that was too long. He wanted them to reprioritize their software development and he wanted to change out the radios in Boardman in the meantime. He would let Shawn know if there was any way the District could help with that.

Legacy System Removal: As of the week before last, all of the old system equipment was out of the buildings, but there was still some equipment on the towers. The dishes would be coming down as soon as the tower crews were available. The battery plant in the old Prime Site was moved to the East Pendleton site, where it had been needed for a while. Recycling the plant saved the District the \$20,000 cost of a new one. In response to Shawn's question, Rod reported that the work to remove the old antenna equipment should be completed within the month of June.

B. Coombs Project Update

Shawn reported that the Coombs site was back up and operational. This was the last time it would be on the agenda. Shawn planned to drive around and check its coverage soon.

C. MCDA Radio Issue

Shawn gave an update to the discussion about the Morrow County District Attorney having access to the radio system. The Board had some concerns about access and liability. Shawn provided input from the SDAO pre-loss department and from the District's legal counsel to the Board. Basically, the response was that the District should follow its policy and there wasn't any reason in the policy to deny the MCDA the access. Shawn spoke with users and one agency objected to the MCDA having access to their talk group. Shawn noted that the District does not give access to user's talk groups without their approval and this has been consistent throughout the District's history.

Shawn planned to work on updates to the user agreement and policy and include tiers to identify certain types of users. Tier 1 users would include police, fire, and EMS. Tier 2 would include public works, Community Corrections and other public agencies that have a role in public safety but not at the level that the District provides a unit to them. Shawn considered the MCDA a Tier 2 user. He also noted that he would like to include language that required a potential user to get permission from an agency to access their talk group before the request goes to the District. It should not be the District's responsibility to obtain that permission. This step would prevent users from purchasing equipment that they would not be able to use. The potential user and the agency needed to come up with an agreement before approaching the District.

Shawn acknowledged that the District was the license holder of the frequencies, but he had always operated with the idea that the users control who has access to their talk groups.

The current policy gives Shawn authority to grant access to the system, but not necessarily every talk group. Director Pratt agreed with that and thought it was a good idea to make updates to the policy and the agreement.

VI. New Business

A. Safety Review: Earthquakes

Shawn noted that, in the event of an earthquake, employees should move to safe spaces such as door frames or under sturdy furniture. He also recommended staying indoors and away from windows. If a District member or vendor was at a site, they should stay inside during an earthquake to avoid falling equipment and remember to wait for aftershocks, which could be as strong as the initial quake. It was also important to watch for gas leaks or fires.

B. Umatilla Electric Cooperative Discussion

UEC has been talking to Shawn for about a year, about becoming a user on the system. They were not happy with their current system. Shawn provided the recommendation from legal counsel, regarding how the agreement could work according to the ORS. He also provided a letter from Robert at UEC, explaining how they provided power to some District sites and several public safety agencies in the area. Using the District's system could help them provide a faster response.

In response to Director Lieuallen's question, Shawn confirmed that UEC would use the radios for communication among themselves and not have access to Dispatch or other agency talk groups. He noted that it was possible to put their talk group into public safety radios if requested. Dispatch would continue to contact UEC by phone and not rely on the radio for communication. When Shawn provided the user fee, similar to what the District would charge the State, UEC did not object to the amount.

Director Roxbury expressed concern with the response from SDAO that stated the District should follow its policy, without any additional advice. He felt that the District should have a robust policy that could cover multiple types of users. He did not have an objection to UEC being a user. He wanted confirmation that the same standards were being applied to any current or future user. He acknowledged that the District was still relatively young and that it would take time to work out all the policies. Shawn agreed. He noted that one challenge was making a policy general enough for most users, but specific enough to address their uses and classification. Creating policy was the purpose of the Board and Shawn's responsibility was to implement and follow those policies.

Shawn asked the Board if they were interested enough in UEC becoming a user to initiate a modification of the user policy. Director Roxbury felt that it was and expected requests to continue to come in. Director Lieuallen's only concern was taking any focus away from the current work on getting the new system up and running. She also wanted to be sure

that users like UEC would not cause issues with public safety traffic. Shawn noted that that issue was addressed in the user agreement with reference to prioritized talk groups. He also confirmed that the system was only at half its capacity for users, so he did not expect any issues.

Shawn planned to invite UEC representatives to the next meeting for discussion.

C. Resolution 21-04-06-01: Changes to the Budget

Shawn's cell phone usage went up substantially during the past year, due to working from home and traveling while installing the new systems.

Shawn noted that the two of the District's sites were owned by US Cellular. One of them, Exit 198, was a microwave hop with just a small building. This lease had always been the most expensive one the District had. Shawn specifically designed the new microwave system to avoid using the site and gave notice to US Cellular that the District would be ending the lease. The District tried multiple times to obtain an invoice or statement from US Cellular since the most recent agreement was signed and had not been able to. After being given notice, US Cellular finally provided a statement of funds owned that included previous year's leases. In response to Director Roxbury's question, Shawn confirmed that there were no fees related to the payments being late.

A motion to adopt Resolution 21-04-06-01: Changes to the Budget was made by Director Roxbury and seconded by Director Pratt.

Director Roxbury: Aye

Director Lieuallen: Aye

Director Pratt: Aye

D. Director Lieuallen Letter

Shawn read a letter submitted by Director Lieuallen, confirming that she would be leaving the Board and had not turned in an application for the May election. She planned to stay on the Board until her current term expired.

VII. Open Discussion: None

VIII. Adjourn

A motion to adjourn the meeting at 2:57pm was made by Director Pratt and seconded by Director Roxbury.

Director Lieuallen: Aye

Director Pratt: Aye

Director Roxbury: Aye

Next Meeting
May 4, 2021 1:30pm