

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

Present: Director Primmer Director Roxbury Director Matlack Director Pratt

Absent: Director Kennedy

Guests: In Person Telephonically
Rod Ekholm, Racom Danielle Mellado, Tait
Ron Bender, Racom Marlon Johnson, Day Wireless
Loren Dieter, Boardman Police Scott Skibness, Racom
Robert Echenrode, UEC Steve Surwillo, CDX Wireless
Mike Hughes, Boardman Fire

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

1:32pm: Karen Primmer was sworn in as a new Director.

- I. Call to Order and Recognition of Guests: The meeting was called to order at 1:33pm.
- II. Changes/Additions to the Agenda: None
- III. Business from Guests: None
- IV. Consent Agenda
 - A. Minutes of the meeting from June 1, 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 Matlack and seconded by Director Primmer.

Director Primmer: Aye

Director Kennedy: Aye

Director Roxbury: Aye

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

1. System Issues

Shawn reported that, since the last meeting, there was another system reset. It lasted less than 30 seconds.

Danielle gave a summary of actions in the last month. Tait had changed the testing process for the 2.14 release and were using a variety of different types of testing. 2.14 ran successfully for 9 days and notes were taken for what issues needed to be fixed. Tait's belief was that 2.14 was a much better load, so they are moving forward with that release. An unexpected loss of servers had caused a problem, but it was running successfully otherwise.

The team was addressing site controller resets and the main RSS reset. Danielle noted that they had been running a very high load on the system and that it had an impact on how long it ran without a reset.

In response to Director Roxbury's question, Shawn explained that the longest amount of time without a reset on this system was a month and that the old system never had a reset. Director Roxbury was concerned that there were any resets at all in the new system. Danielle pointed out that the old system could have had unnoticed resets. She agreed that the issues with this system were unacceptable.

Rod Ekholm reported an issue in Hermiston that happened about 3 weeks ago. Officers responding to a fight and were able to talk to Dispatch in route and on scene, but on mobiles only. The officers could hear Dispatch on the portables, but could not talk to them for a time. Then, suddenly, everything worked fine. He noted that it could have been due to localized interference. Shawn noted that there was a similar issue on the old system, with the Golgotha site, and changing or adjusting the antennas help with the coverage in that area. Rod noted that he was in Hermiston at the time, and was having the same issue. He could get out on the mobile, but not on the portable. After reviewing the logs and reports, they could not find any indication that there was attempt for the portables to get into the system. These areas were expected to have good coverage from the PGG site, so they were exploring the option of installing different antennas there. Racom was looking for an antenna in stock and hoped to have it in 2-3 weeks. Mike Hughes thought it was an important enough issue to be addressed faster than that and he also asked for notification about known issues so that he could communicate to his staff that they should use mobiles instead of portables. Rod noted that it had only happened once, that it was not an everyday issue. Director Roxbury was concerned that Racom was chasing problems instead of staying ahead of them.

2. Acceptance

The Board did not feel that it was an appropriate time to discuss acceptance. Director Primmer noted that Dispatch had been experiencing issues with the old system as well.

B. Frontier Telenet Update

Shawn had an interview with Frontier the previous Thursday, but had not heard anything more. As far as he knew, his bid responded to the full statement of work they provided.

C. Umatilla Electric Cooperative (UEC) User Agreement

Shawn provided the UEC agreement in the Board packet. He noted that there were a few changes yet to be made, but it was very close to what it would be. It was based on the regular user agreement, with some modifications. He planned to have SDAO review it and then he would sign it when it was ready.

In response to the Board's questions, Robert Echenrode of UEC, explained that they had a relationship with Hermiston Energy Services (HES). HES was a municipal electric utility provider, owned by the City of Hermiston. It was a quasi-governmental division of the City, managed by Nate Revera, who answered to the City Administrator and Mayor. UEC had a contract with HES, to provide services like line crews, meter reading, billing, and customer support. The agreement with the District would be with UEC, not HES or the City of Hermiston.

Director Pratt arrived at 2:00pm.

Director Matlack noted that he had been hoping for some communication between utility companies and public safety agencies for several years. He hoped for some type of partnership so that information could be exchanged during incidents when Dispatch was fielding calls from the public, and also to coordinate responses. Robert thought there was an opportunity for this and explained that they would need to create a procedure for it that detailed at what point the information should be provided and who it should be shared with. He could provide a non-public number to the agencies, where they could get updates. He noted that this response time would be dependent on the scope of the incident. Robert also noted that UEC offered a public website with maps that showed outages.

In response to Director Roxbury's question, Shawn explained that the current agreement gave UEC radios the ability to talk to each other only. Communication with other users or Dispatch was not included, but that could be changed based on agreement between UEC, the District, and the users. Robert hoped that their participation with the District would include a common talk group, but the agreement had not gone that far yet.

In response to Director Roxbury's question, Shawn reported that units for UEC would not exceed 50 right now and that they would have 2 talk groups. Their talk group would probably be in the miscellaneous zone and he hadn't determined what their aliases would be yet.

New Business

A. Safety Review

Shawn reported that he planned to look into some ergonomic options for the office.

He also talked about July being fire season. Staff should continue to use situational awareness at the sites and watch for weeds on the site roads. It was suggested that Shawn have fire extinguishers in all of the District vehicles. He noted that

he usually kept water in the Tahoe and would look into fire extinguishers. He also reported that there had always been an effort to have a fire break around the sites, clear of weeds inside and just outside site fences. The District kept the sites clear of weeds by putting down chemicals every spring.

B. Election Results/New Director

Shawn provided the May 2021 Special Election results from Umatilla and Morrow Counties to the Board.

A motion to certify the May 18, 2021 election results was made by Director Matlack and seconded by Director Pratt.

Director Pratt: Aye

Director Roxbury: Aye

Director Primmer: Aye

Director Matlack: Aye

C. Board Position Elections

Shawn noted that Kathy Lieuallen had been the vice chair of the Board and, since she was not longer a director, position elections were needed.

A motion to elect Director Roxbury the chairperson of the Board of Directors was made by Director Matlack and seconded by Director Primmer.

Director Primmer: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Pratt: Aye

A motion to elect Director Kennedy the vice-chairperson of the Board of Directors was made by Director Matlack and seconded by Director Primmer.

Director Primmer: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Pratt: Aye

D. Pike's Peak Equipment Purchase

Shawn had been working on the agreement for use of Pike's Peak. He provided quotes for the installation of RF equipment. He thought the lead time was about 2 months and he did not plan to go up to the site before then. There would be road work and fencing construction to do in the future.

The Racom quote included equipment and installation. In response to Director Roxbury's question, Shawn explained that they would not go out to bid because Racom would be the only bidder, as a master distributor for Tait, and he wanted the same equipment there that is in all of the other sites.

A motion to accept the Racom quote for equipment and installation for the Pike's Peak site, in the amount of \$179,987.46, was made by Director Pratt and seconded by Director Primmer.

Director Primmer: Aye

Director Kennedy: Aye

Director Roxbury: Nae

Director Pratt: Aye

The Nokia quote was for the microwave connection from Weston Mountain to Pike's peak, with one dish and two radios for redundancy. The connection was not loop protected. If the Weston Mountain site was lost, Pike's Peak would be as well, but losing Pike's Peak would not cause a loss of Weston Mountain. Shawn planned to continue to look for ways to make the systems more redundant.

A motion to accept Nokia's quote for microwave work at Pike's Peak was made by Director Pratt and seconded by

Director Primmer: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Pratt: Aye

E. System Maintenance Agreement

Maintenance agreements for the voice system and console system were provided in the packet. They were 5 year agreements and Shawn planned to bring the renewal up for discussion in 3 years.

A motion to accept the Racom maintenance agreement, in the amount of \$32,458.75, for Avtec equipment was made by Director Primmer and seconded by Director Matlack.

Director Primmer: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Pratt: Aye

A motion to accept the Racom maintenance agreement for Tait equipment (excluding portables and mobiles), in the amount of \$85,403.81, was made by Director Matlack and seconded by Director Primmer.

Director Primmer: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Pratt: Aye

F. Resolution 21-07-06-01: Changes to the Budget

Shawn noted that this resolution included final expenses for the FY20-21 budget. The largest move was to cover the higher than anticipated cost of the May 2021 special election.

A motion to adopt Resolution 21-07-06-01: Changes to the Budget, was made by Director Pratt and seconded by Director Matlack.

Director Primmer: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Pratt: Aye

VI. Open Discussion: None

VII. Adjourn

A motion to adjourn the meeting was made by Director Primmer and seconded by Director Matlack.

Director Primmer: Aye

Director Kennedy: Aye

Director Roxbury: Aye

Director Pratt: Aye

Next Meeting: August 3, 2021

1:30pm

Location: Umatilla County Fire District #1, Station 23