

UMATILLA MORROW RADIO & DATA DISTRICT  
BOARD of DIRECTORS MEETING  
Umatilla County Fire District #1, Station 23  
August 3, 2021 1:30pm

Present: Director Primmer      Director Roxbury      Director Matlack  
Director Pratt                  Director Kennedy

Absent: None

Guests: In Person                                  Telephonically  
Rod Ekholm, Racom                                  Danielle Mellado, Tait  
Marlon Johnson, Day Wireless                  Steve Surwillo, CDX Wireless  
Mike Hughes, Boardman Fire  
Richard Stokoe, Boardman Police Department

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:  
Karen Primmer was sworn in as a new Director.

Add: V. D. Pike's Peak Equipment Purchase

This purchase was approved at the last meeting, but Director Primmer had not been sworn in during the meeting, so the motion needed to be made and voted on again.

III. Business from Guests: None

IV. Consent Agenda

- A. Minutes of the meeting from July 6, 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 Kennedy and seconded by Director Matlack.*

*Director Primmer: Aye*

*Director Kennedy: Aye*

*Director Roxbury: Aye*

*Director Pratt: Aye*

*Director Matlack: Aye*

V. Old Business

- A. LMR System Project Update
  1. System Issues

During maintenance work being done at Sillusi Butte recently, Racom discovered that the tower top amplifier receive antenna wasn't configured correctly and realized that that was likely the cause of the sporadic missing audio in the Hermiston area. The signals were being brought in, but being misread by the system. To date, that issue had not been reported again. They do not consider it a closed issue yet, but plan to watch for it to come up again. They were encouraged that there hadn't been any trouble reports since then.

A new issue came from a Dispatch console at UCSO. Tribal users had complained about trouble hearing their dispatchers. Shawn asked for times and examples, so they could be investigated. Shawn noted that the problem might

have been caused by radios not having the newest firmware installed. This update had to be done physically, not by OTAP, so Shawn and Brett were trying to make contact with the users to make that happen.

Danielle reported that the 2.14 release had been accepted by 4 customers and that it was looking very good. They were internally looking at a time frame to install in the District's system. Also, devices had been ordered to replace site controllers. If there was a reset, these drives would mean less down time. The hardware had arrived at Racom and they were coordinating the swap out. Director Roxbury was concerned about losing the data that was already on the system and Danielle confirmed that it would be retained. The data would be perfectly mirrored before the switch and it would all be in the same format. Tait planned to remotely assist Racom while Rod physically did the work. It would be planned for a low traffic time and users shouldn't be affected.

## 2. Acceptance

Shawn provided a Site Punch List to the Board. This was a document that Racom created, with a list of items that needed to be completed before the project could be considered done. There was another document in the works that would specifically address the firmware, the next version, and how long the system had to run without any issues before acceptance. Currently that time was 30 days. Shawn asked the Board for their thoughts. He wondered if 30 days was long enough and he asked if there were any other items that should be added to the list.

In response to Director Roxbury's question, Rod confirmed that, if any problem was discovered in that 30 day window, the clock would restart after the issue was identified and corrected. Any issues that came up after the system's final acceptance would be addressed and corrected with the standard maintenance agreement that the District paid for. Danielle confirmed that they would continue the partnership with the District and make sure response times were quick in that event.

In response to Director Roxbury's question, Steve and Danielle confirmed that all parts and equipment were covered by a 2 year standard warranty.

Shawn noted that the ISSI with the State would likely coincide with their core installation and not have to be exclude as previously thought. This was due to the acceptance being pushed back and the State being ready for their new core. Rod noted that the State thought their connection would be ready sometime in October. That part of the project was not on the punch list, but it was a living document and changes would be made as necessary.

### B. Frontier Telenet Update

Shawn sent an email to a Frontier board member and was told that a decision had not been made yet.

### C. Election Results/New Director

Shawn noted that the District received a bill from the Elections Department at Morrow County and that money would have to be moved to cover the cost, which was about \$2000. The election results were accepted during the last meeting.

### D. Pike's peak equipment purchase.

*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 Kennedy and seconded by Director Pratt.*

*Director Primmer: Aye*

*Director Kennedy: Aye*

*Director Roxbury: Abstain*

*Director Pratt: Aye*

*Director Matlack: Aye*

## VI. New Business

### A. Safety Review

SDIS announced new guidelines for extreme heat and water consumption, prompted by a ruling from Oregon OSHA. The staff watched a webinar regarding the ruling, that was provided by SDIS. In addition to tips on extreme heat safety, it was noted that, if the heat index was at 80 degrees or higher, employers were required to provide at least 32 ounces of packaged cool water, per hour, to employees. Shawn noted that the District had always kept water bottles in the vehicles, but they were not kept cool. He suggested a few options for complying with the ruling, including freezing bottles or jugs of water in the office and adding them to a cooler with water bottles, on days that staff would be leaving the office. Director Pratt suggested an electric cooler that plugged into a vehicle and Director Primmer offered the use of

a desktop ice maker. Director Roxbury suggested obtaining a thermometer, so the temperature of the water could be checked during the day. Shawn planned to purchase at least one cooler.

## B. Subscriber Purchases

### 1. Portable Radios- UMRDD

Shawn presented quotes for two types of radios. The TP9600 was the newer version of the Tait portable that wasn't available when the District bought radios the first time. Shawn wanted to see if there were users that preferred the 9600, over the 9400. There were 12 radios listed in the quote. These were about \$900 more than the 9400, so they would be for special use only. They would fit right into the system and could be programmed by OTAP. Shawn noted that there were a few 9600's in service at the Bombing Range.

The second quote was for 14 TP9400 portables. That would be the large subscriber unit purchase for this fiscal year. Any other radios needed would be purchased individually, so Shawn would not Board approval for those smaller expenses. Shawn noted that there was no need for additional mobiles at the time.

Director Pratt asked what the differences were between the 9400 and 9600. The screen of the 9600 was bigger, with larger text on the display and customizable color. The knobs were spread out a bit more, so that might be better for someone wearing larger gloves. The biggest difference was that Tait offered a multi key only, not a single key, for encryption. Shawn did not, and still does not, have the ability to put a key into a multi key radio. He needed to purchase it. The radios functionality was essentially the same, as were the accessories.

With regard to noise cancelling, Rod said he was not aware of that being a feature of the radio.

*A motion to approve the purchase of 2 types of portable radios from Racom, in the amount of \$56,815.76, was made by Director Matlack and seconded by Director Kennedy.*

*Director Primmer: Aye*

*Director Kennedy: Aye*

*Director Roxbury: Aye*

*Director Pratt: Aye*

*Director Matlack: Aye*

### 2. Mobile and Portable Radios – UEC

Shawn reported that the agreement with UEC was a done deal. UEC accepted the District's attorney's changes and signed off. They needed radios to install in their vehicles and asked the District to purchase them and then bill UEC for them. They requested 31 mobiles and 10 portables. The quote included 10 chargers, but Shawn did not plan to purchase those. The District would recover all of the funds spent on these radios and would begin billing UEC.

*A motion to approve the purchase of radios from Racom, for use by Umatilla Electric Cooperative and in the amount of \$78,857.40, was made by Director Pratt and seconded by Director Kennedy.*

*Director Primmer: Aye*

*Director Kennedy: Aye*

*Director Roxbury: Aye*

*Director Pratt: Aye*

*Director Matlack: Aye*

## C. Resolution for Disposition of Surplus Property

Shawn was unsure of the exact amount, but Scott Skibness had given a guess of about \$70,000 and Rod agreed. Shawn noted that he had the District's attorney review and compose the resolution.

*A motion to adopt Resolution 21-08-03-01: Disposal of Surplus Property was made by Director Pratt and seconded by Director Primmer.*

*Director Primmer: Aye*

*Director Kennedy: Aye*

*Director Roxbury: Aye*

*Director Pratt: Aye*

*Director Matlack: Aye*

## VI. Open Discussion:

Director Roxbury commented that there should be a sign in sheet for any training done by the District and that OSHA could request it.

VII. Adjourn

*A motion to adjourn the meeting at 2:13pm was made by Director Matlack and seconded by Director Kennedy.*

*Director Primmer: Aye*

*Director Kennedy: Aye*

*Director Roxbury: Aye*

*Director Pratt: Aye*

*Director Matlack: Aye*

Next Meeting: September 7, 2021

1:30pm

Location: Boardman City Hall