

UMATILLA MORROW RADIO & DATA DISTRICT  
BOARD of DIRECTORS MEETING  
Teleconference Line  
September 7, 2021 1:30pm

Present: Director Pratt Director Roxbury  
Director Primmer Director Matlack

Absent: Director Kennedy

Guests: Scott Skibness, Racom Rod Ekholm, Racom  
Danielle Mellado, Tait Ron Bender, Racom  
Marlon Johnson, Day Wireless Steve Surwillo, CDX Wireless

Staff: Shawn Halsey, Rosanna Brown, Brett Mueller

- 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 meeting from August 3, 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 Primmer and seconded by Director Matlack.*

*Director Primmer: Aye*

*Director Matlack: Aye*

*Director Pratt: Aye*

*Director Roxbury: Aye*

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

Shawn reported one issue from the previous week. There was a unit in the field and, by the time the radio moved to the priority scan talk group, the dispatcher had stopped talking, so they missed the traffic. They did repeat it and it was successful. He was checking the log to see how to improve the performance of the radio. He sent out a response to the issue and suggested scanning with the mobile radio only, as many users did.

Shawn sent an email out the previous Thursday, regarding the 2.14 system RFFS firmware. Shawn agreed that the email was pretty technical so he explained that it was an issue with the off-the-shelf software that does system processing.

Danielle Mellado explained that the problem was within a piece of the third party code in the software that needed a new version to make it function correctly. The error was detected in Grant County, Washington, and caused a reset of 5 seconds. It was undetected at the time and found later. It is the same firmware that the District was running.

In response to Director Roxbury's question, Shawn confirmed that the District was using version 2.14 and would skip version 2.16 and move straight to version 2.18. There wasn't anything in 2.16 that would help with that issue and also nothing in that update that was worth changing versions for. Danielle expected the release to happen sometime in December. Shawn noted that that meant the District would likely have it in January. In response to Director Roxbury's

question, Shawn replied that the upgrade took about half an hour, but the testing would take weeks to months. Director Roxbury asked why the District should consider acceptance before the upgrade to version 2.18.

Steve Surwillo did not think it was a good idea to start a 30 day burn in, when they knew the firmware version wasn't up to snuff. The 2.14 issue would be addressed in 2.18. Burn tests used time and resources and required monitoring by Racom. He recommended leaving it in its current state, so as not to block the ability to do more valuable tasks, and test it with the code that was actually going to be used. Director Roxbury was loath to accept anything that was not fully tested. Danielle stressed that they would continue to be around after acceptance. The District had an agreement in place for continued services. Tait planned to continue to provide support and give the same amount of attention to the District as it had been.

The Racom document directed cutting out that known issue and testing everything else. Scott sent an updated document that was included in the packet and it included testing that part. The difference was changing the supplier that supported it. Shawn noted that the District had not been running that version for 65 days.

Rod Ekholm noted that 65 days running clean was related to the SIP stack issue. It was a known issue that Tait was working to address in 2.18. The other site controller issues were in a prior version and were addressed in 2.14. Danielle noted that there were a lot of fixes made in 2.14 and it was running very well. Steve agreed that 2.14 wasn't a bad code, but the District could be doing something else while waiting for the next version, and then run testing with the actual code that the District would have, for the burn in test. Shawn agreed with Director Roxbury and Steve. Scott wanted to clarify that the issue with the current stack was not a problem with the actual stack, but with the vendor that had discontinued it, requiring a replacement. If the vendor was supporting it, an update would not be needed.

## VI. New Business

### A. Safety Review

Shawn reported seeing a steep rise in Covid 19 cases within the counties and the state. He also heard stories of people contracting the virus, even after being vaccinated, and that it was due to the Delta variant. He moved the District employees to work from home and planned to keep that in effect until the current outbreak subsided. Shawn continued to monitor local infection rates and hospital bed availability through the Oregon Health Authority website.

Director Roxbury agreed that the staff should avoid working at the Justice Center as much as possible and asked if the employees had everything they needed to work at their homes full time, including computers and internet. Shawn noted that all of the employees had District laptops. He used the Verizon MiFi. Brett noted that his set up was adequate, as long as the network stayed up. Rosanna was also doing fine. Director Roxbury worried that it was a situation that could go on for much longer and wanted Shawn to continue to do whatever was needed to ensure the staff could work from anywhere.

Shawn planned to look into Zoom, or a similar video conference app, for future meetings.

### B. Ukiah Site RFP

Shawn provided the Ukiah Site RFP in the packet, for the Board to review. It covered the installation of the site, from bare ground. The land owner, the local power provider, agreed to lease the property for essentially no cost. The site spot was next to their substation, in between city property and fire department property. The RFP was for the entire construction of the site, including moving the tower and building from other sites. It was not ready to be sent out yet, because Shawn wanted to make sure the technology he planned to use to connect the site to the system was going to be reliable. Black Mountain was not quite in line of site for a microwave connection. Racom planned to purchase a unit to test there. Scott noted that they were waiting for a delivery date from the manufacturer and thought delivery would be in a few weeks. Shawn noted that mid-October would be the last time they had access to Black Mountain this year. Shawn noted that he was looking at using a 3 SIM card wireless router that would use cell service data to supply the site the connection to the system as another option. In response to Director Pratt's question, Shawn confirmed that, if the link could not be established, the District might not build the site.

*A motion to grant Shawn full authority to issue the Ukiah Site RFP, once all of the conditions were met, was made by Director Pratt and seconded by Director Primmer.*

*Director Primmer: Aye*

*Director Matlack: Aye*

*Director Pratt: Aye*

*Director Roxbury: Aye*

### C. Carney Butte Repeater Purchase

Shawn provided 2 quotes for the Carney Butte repeater purchase. The quote from Codan was just under \$14,000 and the quote from Tait was just under \$11,000. Shawn noted that there was not a generator at the Carney Butte site and that, when the site lost power, it operated on battery only. He felt that the Codan was a better option for low power and he recommended purchasing the repeater from them.

*A motion to approve the purchase of a repeater from Codan for the Carney Butte site, in the amount of \$13,966.48, was made by Director Pratt and seconded by Director Primmer.*

*Director Primmer: Aye*

*Director Matlack: Aye*

*Director Pratt: Aye*

*Director Roxbury: Aye*

### D. CDX Agreement

Shawn reported that, with the end of the old projects, the District was coming to the end of its contract with CDX. He had new projects for them to work on and asked them for a new agreement. The agreement would handle work associated with new projects and the last few months of current projects. Shawn recommended signing the agreement, for a cost of \$8400.

*A motion to accept the agreement for services from CDX, in the amount of \$8400, was made by Director Pratt and seconded by Director Matlack.*

*Director Primmer: Aye*

*Director Matlack: Aye*

*Director Pratt: Aye*

*Director Roxbury: Aye*

### VI. Open Discussion

Shawn informed the Board that the original Nokia quote did not include pathing work. The quote for that work was just under \$9,000. That was an additional cost for the project. It was an oversight and Nokia was apologetic. Brett noted that the sales person made an incorrect assumption. In response to Director Primmer's question, Shawn noted that the total cost for the project was \$78,956. He did not need a motion, just wanted to notify the board.

Shawn asked the Board if it would be possible to move the next meeting forward a week, as he would be out of state on vacation. None of the Directors had any problem with the change, so the next meeting was rescheduled to October 12.

### VII. Adjourn

*A motion to adjourn the meeting at 2:30pm was made by Director Pratt and seconded by Director Primmer.*

*Director Pratt: Aye*

*Director Primmer: Aye*

*Director Roxbury: Aye*

*Director Matlack: Aye*

Next Meeting: October 12, 2021

1:30pm

Location: Teleconference