

UMATILLA MORROW RADIO & DATA DISTRICT  
BOARD of DIRECTORS MEETING  
Teleconference  
January 4, 2022 1:30pm

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

Absent:        None

Guests:        Steve Surwillo, CDX Wireless  
                  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 1:42pm.
- II.       Changes/Additions to the Agenda: None
- III.      Business from Guests: None
- IV.      Consent Agenda
  - A. Minutes of the meeting from December 7, 2021.
  - B. System Administrator's Report
    1. District Income Review
    2. District Expenditures Review
    3. District Bank Statements/Checks Review
    4. LGIP

*A motion to accept the consent agenda was made by Director Pratt and seconded by Director Primmer.*

*Director Roxbury: Aye*

*Director Kennedy: Aye*

*Director Primmer: Aye*

*Director Pratt: Aye*

*Director Matlack: Aye*

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

Shawn reported that there was an issue at the Hermiston site on Friday, the 10<sup>th</sup>. The site was locked up for about 3 minutes and then was manually reset, at about 3:00pm. Tait reviewed the issue and determined that it was part of the existing issue that would be addressed in the new version that would be released in February. Shawn noted that it was the first issue that had come up in a while. He continued to reset the controllers each week, as a preventative measure.

2. Acceptance

There was not a punch list to review. Shawn reported that a Racom crew was in the area and they had been taking care of items at a few sites, including Boardman. They wanted to visit Gleason and Jordan, but Shawn was unsure if they would be able to access those sites.

- B. New Site Projects

1. Pikes Peak

- a. Road Improvement Agreement

Shawn sent an agreement to the selected vendor, but had not heard back. He planned to call them and he hoped to have something from them, and from the microwave vendor, for the Board at the February meeting.

VI. New Business

A. Safety Review

Shawn noted that, due to weather, the roads were slippery and would be for the rest of the week. He recommended allowing extra time for travel.

The meeting was held by teleconference only, due to the recent increase in Covid cases. New cases were over 9000 for the past week, including high case days around the holidays. He expected the numbers to continue to rise as the Omicron variant took over. Umatilla County had a 25% positive test rate and Shawn considered that too high for working in the office and meeting in person. Director Roxbury was not comfortable with the District being the determiner for the safety of meeting in person and asked what the State recommended. Shawn had not heard any recommendation or suggestions from the State. Director Roxbury asked how inconvenient it was for staff to work from home and Shawn and Rosanna reported that it was not inconvenient and that they had what they needed. Shawn also noted that he was working in the field as well. Brett was unavailable to comment. Director Roxbury felt that, as long as it was not a hardship and that work could be done, he did not see any reason that the staff should not continue to work from home and reduce their exposure.

Shawn hoped to be meeting in person by the February meeting, but he was not comfortable making the decision until he could see the case numbers as the weeks progressed.

VI. Open Discussion

During the audit feedback, Shawn was notified that the District made an error regarding the Budget Committee Meeting notification. The announcement was not properly published. This item would be noted in the final audit report, which he expected to provide to the Board at the February meeting.

In response to Shawn's question, the auditor explained that there wasn't anything that could be done to fix the error at the time and that the District should take steps to make sure it did not happen again.

Shawn was creating a budget binder, with the all of the information and requirements included in it, and also previous year's budgets, documents, and statements.

VII. Adjourn

*A motion to adjourn the meeting at 2:03pm was made by Director Kennedy and seconded by Director Pratt.*

*Director Roxbury: Aye*

*Director Pratt: Aye*

*Director Kennedy: Aye*

*Director Primmer: Aye*

*Director Matlack: Aye*

Next Meeting: February 1, 2022

1:30pm

Location: TBA