

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

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

Absent: None

Guests: Steve Surwillo, CDX Wireless
 Mike Hughes, Boardman Fire Department
 Rod Ekholm, Racom

Staff: Shawn Halsey, Rosanna Brown

- I. Call to Order and Recognition of Guests: The meeting was called to order at 1:30pm.
- II. Changes/Additions to the Agenda: None
- III. Business from Guests: None
- IV. Consent Agenda
 - A. Minutes of the meeting from January 4, 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 Primmer: Aye

Director Pratt: Aye

Director Matlack: Aye

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

Shawn received a notification from Tait that the firmware release was still on track for implementation. Tait planned to install it on a couple of systems first and, if it goes well, then install it on the District's system. Shawn expected it to happen around February 15.

Director Roxbury asked if there was any potential for a catastrophic result with the install and Shawn explained that the District had done several firmware updates without trouble, in the past. He noted that it was a fairly smooth process.

2. Acceptance

Shawn provided an updated punch list for the Board to review. He noted that he planned to discuss work at the Sillusi Butte site later in the meeting item. He reported that a Racom team was in the area last month and could not get into the site, but that access for many sites was improving. Shawn did not have any problem accessing Gleason Butte and noted that the road grading done there the previous week was a great improvement. He also noted that Brett did not have any issues accessing Cabbage Hill the previous Sunday. Brett was there to investigate a minor microwave issue. It did not cause an outage and was addressed.

Director Kennedy joined the teleconference at 1:35pm.

B. New Site Projects

1. Pikes Peak

a. Road Improvement Agreement

b. Microwave Installation Agreement

Shawn provided the agreements for the Board to review. Included were the bid responses, prices, and stipulations for payments. He noted that both were standard agreements for projects under \$50,000. Both providers had reviewed their agreements and were ready to move forward with signing them.

A motion to accept the provided agreements for road improvements and microwave installation at the Pikes Peak site was made by Director Primmer and seconded by Director Matlack.

Director Roxbury: Aye

Director Kennedy: Aye

Director Matlack: Aye

Director Primmer: Aye

Director Pratt: Aye

VI. New Business

A. Safety Review

Shawn reported that the UMRDD staff was still working from home, due to Covid. New case numbers had started to decline and he hoped to meet in person in March. He did note that the hospitalization numbers were very high. The Board directed Shawn to obtain information from SDAO regarding potential Workers Comp claims made while working remotely.

Shawn reported that Rosanna recently attended an SDAO training about safety committees. Based on the information, Shawn decided to keep a log of recommendations made during the safety review discussions and include any actions taken. He planned to include this tracking sheet in the packet moving forward.

With regard to winter driving and winter safety, Shawn had plans to have work done on roads at more sites.

B. RFSS Spare Purchase

Shawn provided a Racom quote, in the amount of \$35,321.40, but noted that he only planned to buy 3 of the 4 items listed. He would like to have a spare controller on hand to maintain system redundancy. He also planned to purchase a VP gate, which connected the consoles to the system and a tower top amplifier.

A motion to accept the purchase from Racom, in the amount of \$31,961.80, was made by Director Kennedy and seconded by Director Primmer.

Director Roxbury: Aye

Director Pratt: Aye

Director Kennedy: Aye

Director Primmer: Aye

Director Matlack: Aye

C. Indoor Coverage Enhancement Policy

Shawn presented a potential policy for enhanced indoor coverage and asked for feedback. He did not want approval at the time. He noted that various publicly owned buildings needed indoor coverage support and the policy would address those buildings, without opening up the floodgates for multiple equipment requests. He noted that the system was designed for outdoor use and designing indoor coverage was too expensive, due to a number of variables. Places that he would consider adding equipment for indoor coverage include public safety agencies that had staff inside buildings for a long duration of their time, but had coverage issues. In response to Director Primmer's request for examples, Shawn identified a new MCSO building in Irrigon that had demonstrated a low receive signal and some radios in the Stafford Hansell building and UCSO offices. There was also a need for coverage in the Hermiston High School, where the school resource officer's office was. Any Board members with more questions or comments were directed to contact Shawn before the next meeting.

VI. Open Discussion

Mike Hughes asked Shawn for help in changing radio identifiers. Specifically, he wanted to know how to change what Dispatch was seeing when radios keyed up. Shawn planned to speak with him after the meeting.

Shawn provided a letter to the Board, from the Washington State DOT. They proposed adding ports to the District's receive antenna at Sillusi Butte. Shawn noted that it would not have an effect on the District's part of the system and he would like to enter into an agreement with them. The Board did not have any objections. WDOT would like to have it done as soon as possible, so Shawn suggested having the work done while Racom is at the site moving equipment, which was one of the punch list items.

Rod Ekholm joined the teleconference at 1:57pm.

Shawn was considering attending IWCE in Las Vegas, at the end of March. He felt that it would be fairly safe by then, regarding Covid cases. He asked that if any of the directors were interested in attending, they should let him know. Only 2 directors could attend, since 3 would constitute a quorum of the Board. The vendor show was free for public safety agencies.

VII. Adjourn

A motion to adjourn the meeting at 2:00pm was made by Director Kennedy and seconded by Director Matlack.

Director Roxbury: Aye

Director Pratt: Aye

Director Kennedy: Aye

Director Primmer: Aye

Director Matlack: Aye

Next Meeting: March 1, 2022

1:30pm

Location: TBA