

UMATILLA MORROW RADIO & DATA DISTRICT
BOARD of DIRECTORS MEETING
June 13, 2023
Umatilla County Fire District #1, Station 23

Present: Director Kennedy Director Irons Director Pierotti
 Director Pratt Director Primmer

Absent: None

Guests: Rod Ekholm, Racom

Staff: Brett Mueller, Rosanna Brown

- I. Call to Order and Recognition of Guests: The meeting was called to order at 1:32pm
- II. Changes/Additions to the Agenda: None
- III. Business from Guests: None
- IV. Consent Agenda
 - A. Minutes from the meeting on May 10, 2023.
 - B. System Administrator's Report
 - 1. District Income Review
 - 2. District Expenditures Review
 - 3. District Bank Statement/Checks Review
 - 4. LGIP

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

Director Pierotti: Aye

Director Irons: Aye

Director Pratt: Aye

Director Primmer: Aye

Director Kennedy: Aye

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

The scheduled system upgrade, from version 2.18 to 2.24, was done on May 18. Rod Ekholm, Scott Skibness, and Brett were at Umatilla County. Kurt Chandler, from ODOT, was monitoring the upgrade wirelessly. Brett reported that the process went smoothly, with a couple of expected system outages of less than 15 seconds. System activity at the time, 4am, was very light. Since Kurt was available after the update, they began ISSI testing. They observed that a Tait portable could register on the ODOT talk groups and communicate. During testing, 2 problems were identified. One issue was the getting registration information for talkgroups at the local core and remote systems. The Tait radios were able, while the Harris radios would not. Rod spent a lot of time reviewing the software and looking for where to command the radio to register on one system and then look for a talk group on another. Rod reported that he had spoken with Harris about configurations and their engineers were working on the issue in their lab. Rod planned to continue to do testing with them so they were able to actively monitor the issue and find a way to correct it. Rod was scheduled to be in the District the next week and would work on the live testing then. He would also reach out to Kurt for additional conversations.

Another issue that was identified might have a workaround where all units register on one system and be mapped to both. It was a duplication, but it would process calls. It would require Salem to force register their system to the District's and that would cause the District's system to revert back to Phase 1, on that talk group. According to the Tait engineers, it was not supposed to do that. Channels on Phase 2 were able to process 2 calls at a time, and being on Phase 1 would limit capacity on the system, therefore limiting calls on busy talkgroups.

Brett confirmed that they would continue to work on those issues. Rod reported that Tait was involved in the troubleshooting and diagnostics and they expected to have version 2.26 available after July 4 that would fix part of the problem, while they continued working on the interoperability piece. Brett noted that even though the systems were standardized, the ISSI portions were not and that created problems with functionality.

Brett reported that, when Rod and Scott were in the District the previous month, they worked on the site lock radios. These would force talk groups on to specific sites, for scanning and monitoring, and was particularly important for Fire and EMS that were toned out on one talkgroup, but responded on 2 or 3 others. They were trying to have the talkgroups lock reliably and were not there yet. It was better than it had been, but still had some lingering problems. Brett thought, while they figured it out, it might be a good idea to have the talk groups reserved for tone outs, those that didn't normally carry operations traffic, go to all sites so users weren't missing any tone outs.

Brett reported that he continued to receive user complaints about missed calls, including one report from Director Pratt. Brett noted that some of these issues were scanning or site lock related, but that there were calls not being heard that he could not explain. He hoped to have Rod in the area checking trouble spots, including Boardman, which was a known troublesome area.

Brett reported that Tait's last update included a software fix for monitoring software. It seemed to be working right.

Director Pierotti expressed concern about the system continuing to have problems, even after an extended period of time since installation, and wondered if there had been benchmarks included in the original vendor contracts for the system. He asked at what point was the system unacceptable and, if it was, what the next steps should be. Brett noted that the contract did not include benchmarks, but did have a timeline and milestones. The District was holding back the final payment for system acceptance. He also noted that the contract the District made was based on the only viable bid received, since the other proposals were not affordable. Brett felt that the system was mostly doing really well, it just wasn't quite good enough to accept. Director Pierotti's concerns were related to missed traffic and the safety of the users and thought it brought up questions the Board should be asking. He, and the other directors, were concerned about the users faith in the reliability of the system. Brett also wanted a system that the users could rely on. Director Pierotti felt that 3 years was too long to be chasing system problems. Director Kennedy felt that this issue should be at the top of Rod and Brett's priority list. Brett and Rod continued to investigate, research, and troubleshoot the user complaints. Rod noted that it was difficult to diagnose issues that he was unable to replicate, so he asked that users continue to provide trouble reports, with as much detail as possible, with time and location being the most important. Director Primmer noted that the Dispatchers were taking reports as they noticed problems and reporting them.

B. Ukiah Site Construction

The engineering firm conducted the site survey. They sent Brett a proposed diagram, but it was not situated quite where Brett and the land owner wanted it so it was sent back for revision.

C. Communications Technician

Brett reported that an individual was undergoing a comprehensive background check and Brett hoped to have news at the next Board meeting.

D. Safety review

Staff reviewed heat illness prevention. With the weather heating up, it was a good time revisit the topic. Notes included staying hydrated, getting cooled off when overheated, and being observant of yourself and others.

VI. New Business

A. HVAC Unit Purchase at Ukiah Site

The new Ukiah site would be using an old building, moved from the site next to the Rew elevator. The shelter had an old HVAC unit that had struggled at times and needed a lot of repairs. Since it was being moved, Brett thought it was a good time to replace the single unit. It was too small to have 2 units, like the District's other sites. Brett obtained a

quote from the District's HVAC maintenance contractor. Brett asked the Board to approve the purchase. It would take 8-12 weeks to build. In response to Director Kennedy's question, Brett assured the Board that he would confirm a location to house the unit, in the event it was ready before the site was.

A motion to approve the Ukiah Site HVAC purchase, in the amount of \$12,407, was made by Director Primmer and seconded by Director Kennedy. (Director Pierotti stepped out of the room during the vote, to take a phone call.)

Director Kennedy: Aye

Director Pratt: Aye

Director Primmer: Aye

Director Irons: Aye

B. Resolution 23-06-13-02: Changes to the Budget

Changes to the budget included moving funds into the Site Leases line, due to a lease payment to the new site at Pikes Peak.

The second change was due to an oversight during last year's budget planning. Funds would be moved from the Communications Technician line, into the salary lines for the Administrator and Administrative Assistant, to cover the annual vacation hour payout option that was added to the Personnel policy. Brett confirmed that those extra funds were included in the next year's budget.

A motion to adopt Resolution 23-06-13-02: Changes to the Budget, was made by Director Kennedy and seconded by Director Primmer.

Director Pierotti: Aye

Director Irons: Aye

Director Pratt: Aye

Director Primmer: Aye

Director Kennedy: Aye

C. Resolution 23-06-13-03: Personnel Policy

In previous meetings, the Board agreed to absorb the 8% increase in employee health insurance premiums, so those figures were updated in the Personnel policy. Staff discovered that the HRA benefit had not been spelled out in the policy, under benefits, so that language was added.

A motion to adopt Resolution 23-06-13-03: Personnel Policy, was made by Director Pierotti and seconded by Director Irons.

Director Pierotti: Aye

Director Irons: Aye

Director Pratt: Aye

Director Primmer: Aye

Director Kennedy: Aye

VII. Open Discussion

Director Primmer notified the Board that there was an email list specifically for radio trouble reports and it included District staff and Rod Ekholm. It was a faster way to get information to everyone. She acknowledged that the lost traffic issues were frustrating for users and dispatchers. She agreed to add Director Pierotti to the list.

Due to the holiday, the next Board meeting would be held on July 11. Director Primmer noted that she might have to attend via teleconference.

VIII. Adjourn: The meeting was adjourned at 2:24pm.

Next Meeting

July 11, 2023

1:30pm

Boardman City Hall