

UMATILLA MORROW RADIO & DATA DISTRICT
BOARD of DIRECTORS MEETING
October 3, 2023
Umatilla County Fire District #1, Station 23

Present: Director Irons Director Primmer
 Director Kennedy Director Pratt

Absent: Director Pierotti

Guests: Scott Skibness, Racom (telephonically)

Staff: Brett Mueller, 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: None
- III. Business from Guests: None
- IV. Consent Agenda
 - A. Minutes from the meeting on August 1, 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 Irons and seconded by Director Kennedy

Director Irons: Aye

Director Kennedy: Aye

Director Pratt: Aye

Director Primmer: Aye

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

Brett reported some of the system issues during the work session. They included a missed call report from southeast Emigrant and southeast 5th in Pendleton. Fire fighters missed a call during the Round Up parade. Brett noted that he did not receive any other complaints during Round Up.

Brett received a trouble report in September, from Umatilla Police Department, that calls made by field users were not being heard at the consoles, even though the IRR recorded the traffic. Based on this, Rod Ekholm sent a request for investigation from Avtec. Scott Skibness reported that Rod had not received a response. Another issue that Brett had been working on was use of the emergency button. Users found that pushing it would only alert Dispatch and other users if they keyed up too. Through research, Brett was able to discover that the system was seeing the activation, but not acting on it. This was not a desired behavior and Tait was working on a fix for it. Scott had not heard back from Tait. Brett noted that he wanted to have it fixed as soon as possible.

Regarding the ISSI, Brett reported that the District was waiting to hear how the installation of the new Tait version was working in other systems before installing it here. He did plan to go ahead with the update regardless, if Tait was able to include a fix for the emergency activation.

Brett reported TAGs in place at Cabbage Hill, as a test. It was working well, as a simplex direct VTAC back into the trunking system, on a maintenance talk group. The testing was favorable and worked in Phase 2. Racom had more TAG units on order and expected to be installing them during the week of October 16.

With regard to acceptance, Brett made a checklist of items that should be complete before final system acceptance. These items were the ISSI, TAGs, and Team PTT. Brett noted that he needed to devote some time to the configuration for Team PTT and work with Racom on further testing. The Board continued to be concerned about dropped calls and had included that in the list of District priorities, during the work session. Brett noted that feedback from the users was vital in investigating the dropped calls.

In response to Brett's question, Scott concurred with the list of items needed for system acceptance. He agreed that the dropped calls were a real problem, but that Racom did not believe they were a system or subscriber unit issue at the time. Since the problem was hard to recreate, they would continue to research and investigate all of the reports. He noted that after some tweaks to power levels, they had seen some improvements. It was possible that the reason behind many dropped calls was coverage related and there were adjustments that could be made to improve that.

B. Ukiah Site Construction

The Ukiah Site project was still in the hands of engineering and Brett hoped to find out what the status of the NEPA study was. The NEPA study was holding up the issuance of the building permit. Day Wireless was optimistic about the timeline.

C. Communications Technician Position/Racom Service Agreement

Brett anticipated that, after he returned from his time off, starting the process of hiring another Comm Tech would be high on his list. In the meantime, Racom proposed a service and support agreement and that was included in the Board's packet. It involved 3 different levels of support and rates, depending on scheduling, advance notice, emergency, and after hours.

Brett saw the agreement as a useful resource for the District and would use it conservatively, for certain tasks. Racom required an open PO, with a minimum amount. Policy allowed Brett to approve amounts under \$10,000.

The Board agreed to accept the agreement and asked that Brett report on the work they were doing at the next meeting.

A motion to accept the service and support agreement with Racom was made by Director Kennedy and seconded by Director Primmer.

Director Irons: Aye

Director Kennedy: Aye

Director Pratt: Aye

Director Primmer: Aye

D. Safety review: Employees reviewed a short brochure on ladder safety.

VI. New Business

A. Tech Console Purchase

Brett proposed the purchase of a dispatch console for the District's office. His reason was that, for a long

time, it had been difficult to do much troubleshooting when it required interrupting dispatchers at work. A District office console would be locked when not in use and set up differently than those in the dispatch centers. It would provide a level of monitoring that Brett didn't currently have and the ability to proactively respond to issues. It would also allow patches to be set up that the dispatchers would not have any responsibility for. Brett requested authorization to purchase the console, in the amount of \$21,724. In response to Director Primmer's question, Brett confirmed that a patch he put in place would have to be taken down at the District's console and that he planned to be able to log into it remotely. In response to Director Pratt's question, Scott did not think adding this console to the support agreement would increase the price. If it did, it would not be a significant amount.

A motion to approve the purchase of a dispatch console, in the amount of \$21,724.00, was made by Director Irons and seconded by Director Kennedy.

Director Irons: Aye

Director Kennedy: Aye

Director Pratt: Aye

Director Primmer: Aye

VII. Open Discussion

Brett planned to be out of town from October 5 to October 22. Shawn, through Adcomm, was scheduled to be on call for the District for part of the time and Racom would cover the rest. Brett noted that he would be reachable and available for emergencies. Rosanna was second contact.

Brett also reported that Marlon Johnson was leaving Day Wireless. They planned to temporarily fill his position from Bend as much as possible.

Adjourn: The meeting was adjourned at 2:00pm.

Next Meeting
November 7, 2023
1:30pm
Boardman City Hall