

**EMERGENCY COMMUNICATIONS OF SOUTHERN OREGON
CHIEF EXECUTIVE OFFICERS BOARD
MEETING MINUTES**

**September 24, 2015
ECSSO – 400 Pech Road, Central Point, OR**

AGENCY REPRESENTATIVES

Jackson County	Corey Falls	Fire District #3	Dan Petersen
Medford Police Dept	Tim George	Applegate Fire Dist #9	Chris Wolfard
City of Ashland	Tighe O'Meara	Medford Fire Dept	Brian Fish
City of Talent	Mike Moran		

Other attendees

Legal Counsel: Martial Henault Day Wireless: Darin DeMasters
ECSSO: Margie Moulin, Jody Hathaway, Kevin Harris, Johnna Pellam, Jeff McCamish

Chair: Tim George **Call to Order:** 10:03 a.m. Roll call taken, quorum confirmed

Mike Moran moved to approve as read the minutes from the August 4 meeting; no objections.

FINANCIAL REPORT

Jody Hathaway reviewed Payroll and Accounts Payable for August 2015.

MOTION: **Mike Moran moved to approve the August 2015 financial packet. The motion passed by unanimous roll call.**

Total expenditures of approved packet: \$1,532,512.42

OLD BUSINESS

Radio Task Force / SIEC Interoperability Grant

Margie Moulin presented the task force report, which recommends a trunked, voted, simulcast IP solution as the ideal system. The report included a three-tiered suggestion for how to build towards that system in the long term; however, an actual system design and cost estimate will require a study by a qualified engineer. The estimated cost would be \$75,000, although the work already done by the task force might reduce that. Some firms might also apply the cost of the study to future equipment. Such a study should take care to include the needs of the smaller user agencies.

The board will need to decide if the task force shall also be responsible for selecting the spectrum. VHF generally works well within the valley; however, there can be problems in urban areas with in-building coverage. 700 and 800 works better in-building but not as well for rural areas and would be more costly due to the need for more and/or upgraded repeater sites, plus end-users needing to upgrade equipment.

A potential solution is to have parallel VHF/700-800 systems to make both available until everyone can upgrade and to maintain compatibility with other agencies such as OSP and ODF. 700 and 800 can also take time to get the frequencies assigned due to the need for coordination with surrounding states. It was noted that moving to a trunked system does not in itself require a frequency change. Trunking can still share a pool of frequencies, whether VHF or 700 and 800.

Radio Task Force / SIEC Interoperability Grant , *continued*

Conclusion: The board accepted the report, and agreed we must remain VHF compatible moving forward and instructed the radio task force to explore the costs of an engineering study, which must include a VHF solution, and to research the requirements of dual compatibility with VHF and 700 or 800 MHz.

Margie Moulin presented the application packet for the SIEC Interoperability Grant. The purpose of the grant is to improve interoperability, specifically to acquire P25 compliant repeaters for the five mountain top sites. It is not for replacing end-of-life equipment. Positive factors include the high number of user agencies involved - particularly along the I-5 corridor - and the inclusion of rural areas. It is not a matching grant; rather, the full expense must be fronted and then the grant would give reimbursement once the project is certified complete (estimated 45 days after.) ECSO could barely cover the cost by draining contingency and equipment replacement funds; however, it could leave the agency vulnerable. Day Wireless has said they could potentially postpone labor costs until after reimbursement. Chief Petersen said the grant is a good opportunity and offered assistance from District 3 contingency funds, even to the extent of covering the full amount. He would need timeline details and parameters of the reimbursement to take to his board for approval.

Martial Henault reviewed the Intergovernmental Agreement that would accompany the application and advised the board of changes made.

MOTION: Brian Fish moved to approve the Intergovernmental Agreement and submit the SIEC Interoperability Grant application. The motion passed by unanimous roll call.

Biddle Road Property Damage

Progressive Insurance will be covering all costs of repairing the damage to ECSO's landscaping and irrigation, which had been caused by an MVC along Biddle Road.

New UPS System

ECSO needs to replace the failed power backup system. 97.5% of the cost will be reimbursed by the state from 9-1-1 tax. The Board gave consensus to move forward with the purchase, using the Equipment Replacement fund. Darin DeMasters may have a buyer interested in purchasing what remains of the old system.

TASK>> For the next CEO Board meeting, Jody Hathaway will prepare a Resolution authorizing the purchase.

TASK>> Margie Moulin and Jody Hathaway will check into options for selling the old system.

NEW BUSINESS

Public Records Law

ECSO already complies with Public Meetings and Records Law in practice. With a formal statement of compliance, SDAO will reduce ECSO's rates by 2%.

MOTION: Mike Moran moved to approve Resolution No. 2015-2016-01 “A Resolution Adopting District Compliance with Public Meeting and Records Law”

The motion passed by unanimous roll call.

Strategic Planning

Margie Moulin sought the Board’s advice about ways of getting input from the community as part of ECSO’s current strategic planning.

Over-hire Dispatch

Margie Moulin requested permission to over-hire a dispatcher position, since it is known one will be needed after one is promoted up into a Supervisor position in January 2016.

MOTION: Dan Petersen moved to authorize over-hiring for the loss of a position, staying within budget, for the current fiscal year only.

The motion passed by unanimous roll call.

Oregon Administrative Rules

OARs are being updated to include technology changes of next-generation 911; however, among the changes are extra administrative rules that would create more work. Margie Moulin is monitoring and will continue to report on developments.

TASK>> Margie Moulin will send a copy of the new rules to the CEO Board members.

Executive Session

Entered Executive Session under ORS 192.660(2)(i) at 11:55 am and exited at 1:15 pm.

ADJOURNMENT

Having no further business, the meeting adjourned at 1:15 p.m. The next CEO Board meeting will be in November (date and time to be determined) in the ECC room at 400 Pech Road Central Point, Oregon unless otherwise notified.

Respectfully submitted,
Jeff McCamish, Recording Secretary