

Klamath Radio Interoperability Executive Board Meeting
October 11, 2021 – 1:00pm
at Klamath 911 Emergency Communications District Office

Present: Keith Endacott - Klamath 911 Ex. Director
John Ketchum – FDB - Keno Fire District, Fire Chief
Brandon Fowler – KCSO - Klamath County Emergency Manager
Mike Cook – KCAAC - Chiloquin RFPD, Fire Chief, Virtual
Jeremy Morris - Klamath County Public Works
Rob Dentinger - Klamath Falls City Police
Dylan Webb – Crescent Fire/FDB, Virtual

Absent: Chris Kaber – KCSO – Sheriff
Matt Hitchcock - FD #1

Guests: Mike Clark – Day Wireless
Craig Caldwell – Skylakes, Virtual
Garret Winter – Day Wireless Remote

I. CALL TO ORDER: Meeting was called to order by John Ketchum at 1:00pm.

A. Roll Call

B. Public Comment: None

C. Communications: National Forest site inspection at Odell was complete and communication received regarding an issue they had with the security camera that is installed but this has been resolved and no further action needed. No other concerns with their visit. John said the Hamaker site overgrowth cleanup was done by the parole and probation guys and it looks great. They did a lot of work and cleaned it up real nice and he wanted to extend the message to them. Brandon said he will let Aaron know.

Keith informed that there was a problem at the Hamaker repeater site with the transfer switch to generator. Mike had to put it in manual mode, which means it will not auto switch if the power goes out. A service call has been put in but the soonest they can get that scheduled is for the end of this month or beginning next month. Mike also found with this happening that the propane tanks were low and those have been scheduled to be filled this week. They are large tanks and we found have not been filled for about 5 years; expected cost is couple thousand dollars. Brandon asked if this is on a regular schedule? Keith said this was surprising to find, and we haven't paid Amerigas as KIRG. John said he was a little worried about the switch getting fixed in November with weather coming. Discussion followed on getting this done sooner and seeing if Winema could possibly do the work. Jeremy said he would contact Winema to see if this is something they can do and let Keith know.

II. OLD BUSINESS: Brandon motioned to approve September meeting minutes, Rob seconded, motion carried unanimously.

Claims & Demands: Keith reviewed the following bills.

Pacific Power in the amount of \$383.74, Seasons Change in the amount of \$218.00 for preventative maintenance at Hamaker and Angel Mt. in the amount of \$2746.17 for monthly rent.

Brandon motioned to pay bills as presented, Jeremy seconded, motion carried unanimously.

Project Updates

Radio System Needs Assessment - MCP: Keith informed Darek did the onsite visit, and the draft user guide has been received and forwarded to the group, but he hasn't reviewed yet. Action is for the group to accept the document and put into use or give Darek feedback so they can get this complete. The group agreed aerek has done what they asked him to do, and the rest is their part. John said he had a chance to review the draft and felt it was more like a slide deck and not a manual. Keith said an invoice was received from MCP for a little over \$700 and that Darek said this was the difference of the original agreement still available for billing. Jessica thought the bill was over \$900 and will look to see what the difference is of the original agreement. Keith felt this was fair to pay up to the agreement amount; the group agreed. Keith said he feels they are getting a tool to teach the agencies how to use the system and the group will have to educate the users on training of the user guide.

III. NEW BUSINESS

A. Bylaws/Policy Review: Keith said last month it came up in discussion as to if they had a policy on preauthorization of expenditures above a certain threshold. Keith said there is nothing in policy for specific authorization thresholds so it would be that there is a clean place to start if they are wanting to put something in place. Mike Cook said he reviewed and feels this is covered in section 3.3 of the executive board policy. Discussion followed on the type of purchases the group has and policy that is in place for appropriate actions to keep the equipment running. Keith noted that they had discussed a maintenance agreement and he thinks that would be a good effort. Brandon would like to see that as well. John agreed and said with that there would need to be a check list of equipment that needs recurring maintenance, quarterly and annually. Mike asked about setting a limit for agreements. John said he was ok with that if we have something in place that allows for emergency repairs to be done without holdup. Jeremy said he has seen it done tiered where there is a purchasing threshold set for staff level, executive level, and board level approval and that may be a good option to look at. The group agreed to look at this next month for adding to executive policy.

B. Hamaker Control Site – DWS: Keith said this is for discussion of moving the control site off Hamaker. He talked to Garret about the options, and it would have some effect on public works and the control radios would have to be on a nearby site. Discussion followed. John said if they are going to move Hamaker they will have to know what it takes to move Odell and plan to

move them both at the same time as they are owned by the same owner. Discussion followed on the lease, terms, and options. Jeremy said Public Works has other coverage, and the loss wouldn't be much so this wouldn't be an issue for them.

Open Discussion: Mike Cook informed that Brad at Cascade asked him about Odell/Walker and the conversations of a move and asked someone in the group to give him a call and update him. Discussion followed on the location and what moving would change for users on those sites. Dylan said the move to Walker is moot for them and would probably improve their coverage as well as Outback.

IV. ADJOURNMENT: John adjourned the meeting at 1:58pm.

Next Meeting Date: November 8, 2021 @ 1:00pm