

**Klamath Radio Interoperability Executive Board Meeting**  
January 10, 2022 – 1:00pm  
at Klamath 911 Emergency Communications District Office

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

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

Guests: John Wanzer - Virtual  
Chris Swan – Klamath 911, Comm. Supervisor

**I. CALL TO ORDER:** Meeting was called to order by John Ketchum at 1:02pm.

A. Roll Call

B. Public Comment: None

C. Communications: Keith informed that during a power failure at Hamaker the power backup switch did not flip and turn the generator on. Mike Clark went up to trouble shoot this and reset the UPS. He recommended replacing the UPS. We have replaced batteries previously but not the hardware. Due to the failure and urgency of fixing this, 3 rack mount UPSs were ordered, replacing the 1 that failed, and the others will replace the additional older 2. John commented that if they died at Hamaker and those are the same age as the ones at Hogback, then should they look at replacement of those ones as well. Discussion followed regarding the need to do the same replacement at Hogback and other sites that have not been replaced. Brandon said the transfer switch did not work when it was supposed to again; this is what was just looked at and supposedly fixed.

Jeremy arrived at 1:10pm.

Keith will follow up with NORPAC after discussing the above with Mike.

**II. OLD BUSINESS:** Brandon motioned to approve December meeting minutes, Jeremy seconded, motion carried unanimously.

**Claims & Demands:** Keith reviewed the following bills.

Klamath 911 in the amount of \$1081.65 for reimbursement of 3 UPS purchased, Angel Mt. in the amount of \$2746.17 for monthly rent, Pacific Power in the amount of \$509.79, Government Ethics in the amount of \$87.81 for the 2022 annual billing, Day Wireless in the amount of \$1340.00 for Hogback depot part repair and labor.

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

## **Project Updates**

**Radio System Needs Assessment -Training Doc:** Keith said he has not done anything on this himself. John said they added a map showing the tac channels by zones and tax per zone. Brandon said they still need to add in how the radios are to be used. Discussion followed on the details still needing to be included in the manual. Jack Daniel will be the contact for the PD to assist for their agency input on the training manual. Keith will also include Dylan Webb. Keith will resend for additional review to continue moving forward. Another meeting will be scheduled with the workgroup to complete.

**Bylaws/Policy Review:** Discussion last was on spending limits and what needs to be put on paper to better this policy, but no further work has been done.

**Hamaker Control Site – DWS:** This was discussed in November and Mike was asked what it would take to move the control site. Mike has not been able to attend a meeting since then. No update.

John asked Dylan if there would be a big uproar from the north if they were to move it? Discussion followed regarding the pros/cons and agency effects of a potential move, agreements, contracts, and time related issues that could delay a move.

## **III. NEW BUSINESS**

**2022/2023 Budget and Maintenance Fees:** The group discussed the draft fee schedule provided which gave a couple different percent of increases based on increased expenses and capital reserve growth. Keith reviewed the budget document including income and expense and prior year actuals. Discussion followed regarding replacement costs of the systems in use and reserve balance. Mike felt the rates are very low and reserves should be built to cover the cost of replacement when equipment fails. He feels they need to increase fees with a master plan to have a solution making it even across the board. Dylan agreed it is too low, needs to be increased and in a way that it is even across the board. Rob said it could be double for his agency with how much they use the radios and how much of an importance this infrastructure is for them.

Discussion followed on how the original fee schedule was created. Brandon said he thinks it would be best to work a 10% flat increase per year on going and get everyone used to that being the usual annual fee increase. The group discussed the use of the radio system and how it benefits each agency in a different way. Mike mentioned the idea of a 10% this year a 10% next and a 3% each year thereafter. Jeremy said he thinks they need to run the math on the reserve to set the future increase rates. Brandon said he would support a 10% this year and next and that would give them the time to review what they need in the future to then set those years. Rob

agreed with Jeremy that they need to know what is needed, do the math work, and that's a bigger discussion than this. Jeremy asked if they should form a subcommittee for this? Who is going to leave this meeting and do a financial plan on the future of what the potential costs of replacement would be?

Jeremy made a motion to increase the 22-23 rates 10% percent over 21-22 year's rates across the board with the board doing a review and making a 3-year recommendation fee schedule plan by June 30<sup>th</sup>, 2022, Rob second, motion carried unanimously.

Brandon made a motion to approve the 22-23 budget with an edit to increase the maintenance fees to \$110,000 and the contingency to \$35,000, Jeremy seconded, motion carried unanimously.

**Open Discussion: None**

**IV. ADJOURNMENT:** Brandon adjourned the meeting at 2:34pm.

**Next Meeting Date:** February 14, 2022 @ 1:00pm