

Klamath Radio Interoperability Executive Board Meeting
December 13, 2021 – 1:00pm
at Klamath 911 Emergency Communications District Office

Present: Keith Endacott - Klamath 911 Ex. Director
Brandon Fowler – KCSO, Klamath County Emergency Manager
Matt Hitchcock - FD #1, Fire Chief
Dylan Webb – Crescent Fire/FDB, Remote
Jeremy Morris - Klamath County Public Works

Absent: Chris Kaber – KCSO, Sheriff
Rob Dentinger - Klamath Falls City Police, Chief
John Ketchum – FDB - Keno Fire District, Fire Chief
Mike Cook – KCAAC - Chiloquin RFPD, Fire Chief

Guests: Garret Winter – Day Wireless, Remote
Greg Davis – FD #1, Fire Chief
Joanie Rote – Klamath 911, Ops Manager

I. CALL TO ORDER: Meeting was called to order by Matt Hitchcock at 1:05pm.

A. Roll Call

B. Public Comment: None

C. Communications: Keith received an email from ODOT regarding the Pelican site being broke into and on the 8th. Mike was able to test, and all equipment was good. No operational problems or impact to KIRG at this time that is known.

SDIS insurance 2022 renewal has been received. The group now qualifies for the longevity credit which includes a rate lock agreement.

Jeremy made amotion to approved for Keith to sign the renewal and accept the terms on behalf of the group, Brandon seconded, motion passed unanimously.

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

Claims & Demands: Keith reviewed the following bills.

Pacific Power in the amount of \$460.14, SDAO in the amount of \$401.94 for the 2022 annual membership, ODOT in the amount of \$1586.85 for rent and power on Walker and Applegate from 7/2020 to 7/2021 and Angel Mt. in the mount of \$2746.17 for monthly rent.

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

Project Updates

Radio System Needs Assessment -Training Doc: Keith said they met about a month ago and worked through the power point. He has received a map from John since but nothing further. Brandon said they need another work session to work through the rest of the language. Matt said he is working on some stuff with his team at FD1 that may be useful to include and would be standardized training to use in this document. Matt said the second document that was the findings report he thought could be used to apply for another grant. There is one that may be available right now, but it is due in 4 days. Discussion followed on if this could be accomplished in 4 days and determine what they would be asking for. Brandon said he can look to see how much work this would be and if Stacey has the time to assist. The match funds would be 10% .

Keith said this segues into the maintenance fees that could be increased to obtain the matching funds needed.

Garrett said he had given a quote to MCP and wondered how many microwaves they recommended replacing. Brandon wasn't sure and would have to check.

Jeremy motioned to approve for the group to apply for the AFG grant with a 10% inflation contingency, Brandon seconded, motion carried unanimously.

Doc: Keith sent out with track changes but no response yet.

Bylaws/Policy Review: Keith sent out with track changes but no response yet on this as well. Brandon said this was to make sure we had a document that outlined the appropriate practices for purchasing.

Hamaker Control Site – DWS: asked if Garret had anything else. The group reviewed what had been previously discussed last month. Garret will follow up with Mike about the needs for this move as well as the microwave replacements.

III. NEW BUSINESS

Maintenance Fees: The group discussed billing of the maintenance fees and reviewed last years schedule with the upcoming invoices. Brandon felt the numbers needed to increase to compensate for unforeseen expenses over the last 6 months of failing equipment. Matt said that if they are to increase, they need to identify the areas that justify the given increase. Brandon asked Jessica how much was in the reserve. Jessica checked and it is a little over \$300,000 but has decreased a little each year for the past 3 years. Discussion followed regarding planning for next years budget, increases. Keith said as Jessica and him prepare the budget document for next months meeting the group can also be taking this into consideration. Keith will recalculate the fee structure and apply a 5% increase to present next month for consideration. Dylan asked if there have been any changes to the fee structure since KIRG began in 2016. Keith said no the rate structure has not changed. Dylan asked if this was sustainable. Keith said no based on most

of the equipment is coming to end of life within that time. Dylan said while no one wants to pay more he agrees and was not opposed to an increase.

Open Discussion: None

Brandon motioned to adjourn, Jeremy seconded, motion carried unanimously.

IV. ADJOURNMENT: Matt adjourned the meeting at 1:50pm.

Next Meeting Date: January 10, 2022 @ 1:00pm