

Klamath Radio Interoperability Executive Board Meeting

August 14, 2023 – 1:00pm

at Klamath 911 Emergency Communications District Office

Present: Keith Endacott - Klamath 911 Ex. Director
Mike Cook - KCAAC - Chiloquin RFPD, Fire Chief – Virtual
Rob Dentinger - Klamath Falls City Police, Chief
Matt Hitchcock - FD #1, Fire Chief
Chris Kaber - KCSO, Sheriff
Jeremy Morris - Klamath County Public Works – Virtual
James Wilson - FDB - Crescent, Fire Chief

Absent: Aaron Thomas - Klamath Falls City Police

Guests: Joanie Rote – Klamath 911, Ops Manager
Garrett Winter – Day Wireless, Virtual
Bradley Kahler – Central Cascades Fire & EMS, Virtual
Don Siemsen – Chemult RFPD

I. CALL TO ORDER: Meeting was called to order by at 1:07 pm.

A. Roll Call

Office Elections: Keith reviewed current position of election roles, duties, and responsibilities. Mike said with the upcoming changes in CAD he would like to see law enforcement and fire cross with chair and vice chair. Chris said he is willing to hold the vice chair position.

Keith made a motion to appoint Mike Cook as Chair, Chris Kaber as Vice Chair and Keith Endacott to remain as Secretary/Treasurer, Rob seconded, motion carried unanimously.

Annual schedule of monthly business meetings. Discussion was held for best day and time that suites all members.

Keith motioned to hold the monthly business meeting on the 2nd Thursday of each month at 10am, Chris seconded, motion carried unanimously.

B. Public Comment: None

C. Communications:

SDAO Safety & Security Grant opportunity – Keith reviewed the eligibility requirements and

timeline to apply. James said this year's primary focus is cyber security and a router upgrade may be a good use to go for.

Oregon Audits Division – Expense threshold raised to one million for a financial audit versus in lieu of audit. The group had one time that expenses met the requirement of an audit otherwise a report in lieu has been done.

SDIS Best Practice Discount – Keith reviewed requirements to obtain the full 10% discount which include aspects of representative training. Mike asked what action they needed to take. Keith said the form will be sent out for the group to individually complete what areas their agency has met then they can compile to meet the requirements.

Jeremy joined remote at 1:31pm.

II. OLD BUSINESS

A. Meeting Minutes: Jeremy motioned to approve the Special meeting minutes from July 31st, Keith seconded, motion carried unanimously.

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

Angel Mt. in the amount of \$2820.51 for monthly rent, Pacific Power in the amount of \$482.47 for monthly utilities and Day Wireless in the amount of \$765.00 for UPS repairs at Hamaker.

Rob motioned to pay bills as presented for August, Chris seconded, motion carried unanimously.

C. Bylaws/Policy Review: Keith read the agency participation rules set forth in the bylaws. This is not being done per the bylaws but done in a way that works based on 911's central access of information as initial contact. Chris said he thinks the bylaws should say that any executive board representative has approval to take necessary action amidst an emergency. The group agreed and Keith will research the appropriate path for this either by addendum to the bylaws or an operating procedure.

D. Hamaker Control Site, DWS: Keith said 911 has ordered dispatch consoles that will update the radio system and provide a means for KIRG to accomplish eliminating the Hamaker site. Day Wireless is working on a proposal to add the additional KIRG components for purchasing that would assist in accomplishing this goal.

James gave an overview of what the additional equipment would provide for KIRG, how the connections would be made and benefits to the entire system. Discussion followed regarding how the connections are made and future options to advance its capabilities.

Garrett said he is working with his team on the proposal.

III. NEW BUSINESS

A. Radio System Study Review: Mike asked if this originated with Keith or Garrett. Keith said it originated with Mike. At the last meeting Mike had asked what the group's goal is and what they want the system to do. The study provided information of what they have and what it can do. Keith said these are not his goals and should be group goals for what they want the system to do and upgrades for future capabilities.

Matt recalled the study brought out weakness of the infrastructure and said they should review what is broken from that report to know what needs fixed. James said they were asking Day Wireless to provide a quote, but they need the information in the study that accurately captures what KIRG has and needs to know what they are trying to obtain.

Mike said they need a three-to-five-point plan to educate users on what the system does, how to use it and identify specific goals to achieve.

Joanie said each agency needs to commit to thinking about the system and how it pertains to their agency goals and bring those thoughts back to next month's meeting for discussion. They need to decide where they want it to be and how to get it there. Discussion followed regarding group participation and educating users on how to utilize the radios to their full capabilities. Training would need to be done at each agency level due to the individualized use of the system.

Mike asked James and Joanie to collaborate with him on putting together the training and assist him in teaching it round robin on a road show.

Matt said the original goal of the grant was to get the study done so it could be used to apply for grants that would replace the radio system and law and fire radios. He will look at grant opportunities and give a report next month. Garrett said Homeland security and AFG have been the two most awarded that he has seen.

Brad would like to see the group recommend a preferred radio and handheld so that users will know what to buy when making replacements or upgrades.

James said they need to look at the system, address the pieces that are known to failure or nearing end of life and get those things taken care of.

Matt would like to know what funds are available out of the budget for equipment replacement that are separate from budgeted operating expenses.

Mike asked James to give a dissertation on the system's build and how it functions at next month's meeting. James said he is willing to do that, but it would take more time than a month and he will need to meet with the Day Wireless technician to discuss the system.

Open Discussion: Brad said they are working with Hunter to add a fiber internet connection at their site. This will be complete before the snow arrives.

Good of the Order: None

IV. ADJOURNMENT: Keith motioned to adjourn, Matt seconded, meeting adjourned at 2:22 pm.

Next Meeting Date: September 14, 2023 @ 10:00am