

**Klamath Radio Interoperability Executive Board Meeting**  
September 13, 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  
Matt Hitchcock - FD #1

Absent: Dylan Webb – Crescent Fire/FDB  
Rob Dentinger - Klamath Falls City Police  
Jeremy Morris - Klamath County Public Works  
Chris Kaber – KCSO – Sheriff

Guests: Garrett Winter - Day Wireless  
Chris Swan – Klamath 911 Comm Supervisor  
Joanie Rote – Klamath 911 Ops Manager  
Jason Wong – Motorola Software Sales Rep.  
John Wanzer - Virtual

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

A. Roll Call

B. Public Comment: None

C. Communications: Keith asked if there was a follow up report from last month’s notification of fencing and weed abatement needed at Hamaker. John said they still need to finish it.

Odell notifications by site owner Art Mills. BLM will be conducting a site inspection and he wanted to verify that we all our licenses and required postings on the site. They also asked for equipment to be labeled and a photo of where out antennas are. Keith said all licensing is current and will reach out to Mike to confirm everything is posted and labeled at the site. John said the microwaves are on the monopole and Keith thought the antennas are on the tower. Keith will verify equipment placement with Mike as well.

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

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

Pacific Power in the amount of \$424.21, Day Wireless in the amount of \$3144.00 for GPS Depot Repair, Seasons Change in the amount of \$10,534.00 for HVAC repairs on Hogback and Angel Mt. in the amount of \$2746.17 for monthly rent.

John asked if the HVAC was running well since the work being completed. Keith said yes and he was also contacted by the same company saying the same Hamaker HVAC was installed at the same time as Hogback so they would expect it would need the same fixes soon. They asked if KIRG would want them to do that fix before it goes out. John asked Garrett his thoughts on this, and he said it is getting old and would be in support of the repairs now. Brandon said he felt if it is not pressing now, he would like to see them hold off and pursue an RFP for a maintenance plan.

Brandon asked about the depot repair and the procedure for approving and processing these higher dollar expenses. John said when they go bad it is sent off and fixed not held for an approval process. Brandon asked if there was a threshold in place where a vendor comes in to ask for approval before pushing through the work. Keith said sometimes he will get an email for this but usually it needs done and they do it. John said usually it is a critical thing and not optional. John thought there was a policy threshold set years back and it may be \$5,000. Keith will review the Bylaws and they can discuss next month and review policy for purchasing.

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

Brandon said he would like them to hold off on the HVAC at Hamaker and so it can be included in a maintenance agreement RFP. John had no issue but said he would remind them of rolling the dice as there will be snow this year so getting up for a repair at that time would be an issue and expensive. John said he thinks they need to be concerned about an end-of-life critical component. Discussion followed on original installations, end of life, failure, and maintenance. John asked if they wanted to leave it alone or replace it. Brandon said leave it alone, Matt said he agreed and if its not broke don't fix it. John asked if there had been any service of these by Day Wireless. Garrett said they do not service these, and Keith said no regular scheduled services have been performed. John thought to have them serviced to know if they look good or not. Brandon was agreed with that. Mike agreed with Brandon on the RFP Maintenance plan and to do a service visit to see if it needs anything now.

Brandon said that he heard over the weekend there was a power outage on Hamaker and generator did not turn on. John said that was not what happened, the power did go down but the control site does not have a generator. John said this is why he has been wanting to get rid of this control site and utilize IP control or some other means to control the other sites. The owner of the control site does not have backup power. There are backup batteries but they don't last very long. Discussion followed on the issues at that site, Keith suggested testing the backup radios for a period to see if there are any issues noticed in the field. John said to Garrett that we have asked this question in the past, Garrett said he would look into how we can accomplish vacating the control site.

## **Project Updates**

**Needs Assessment Grant – User Guides:** Derek will be on site Friday. John said he wants to make sure Derek knows what they want. Brandon thought to have him sit in dispatch for half a day so he would understand what they are dealing with. The goal is to inform how best to train those using it to only give the specific necessary information for response. Discussion followed and agreed that main points needed in the User Guide are the use of the tac channels and reduction of unnecessary traffic.

Matt asked if the Commissioners as stakeholders should be included in the interview with Derek. Discussion followed, Brandon will reach out the Commissioner DeGroot who is the liaison for LE/EMS in the County to see if he has time to take part in observation or a round table with Derek. Derek will be arriving around 10am, the group planned to be here to kick off the meeting with him for direction and Brandon will invite Commissioner DeGroot to attend.

## **III. NEW BUSINESS**

**Bank Signers:** John said he thought we should add Brandon. Current signers are John, Keith and Greg but Greg would like to have himself removed and have Matt in his place. The group agreed to remove Greg Davis and add Matt Hitchcock and Brandon Fowler as signers on the account.

**Open Discussion: None**

**IV. ADJOURNMENT:** John adjourned the meeting at 1:56pm.

**Next Meeting Date:** October 11, 2021 @ 1:00pm  
Bylaws/Policy Review, Control Site Exit