



# METCOM 9-1-1

## Governing Board Meeting Minutes

September 20, 2022

### Meeting held in person, conference call and via Zoom

#### Members in Attendance:

Jay Alley  
Jim Anglemier  
Sherry Bensema  
Joe Budge  
Mark Daniel  
Jordan Donat  
Danny Freitag  
Damian Flowers  
Dave Frisendahl  
Ed Grambusch  
Doug Kintz  
Bill Miles  
Martin Pilcher  
Dave Rash  
Don Taylor  
Jim Trierweiler  
Keith Veit

#### Other in Attendance

Patrick Hoover – Contractor w/MCPW  
James Montgomery – Day Wireless  
Brian Nicholas - MCPW

#### METCOM Staff:

Wendy Patterson  
Mark Spross

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**METCOM regular Governing Board meeting called to order at 10:00 AM with a quorum met by members present, conference call and via Zoom.**

#### **Absentee Ballots were received and voted as follows:**

Dan Mullen: Board Meeting Minutes May 24, 2022 (for) / Resolution 2022-02 (for)  
Leland Ohrt: Board Meeting Minutes May 24, 2022 (abstain) / Resolution 2022-02 (abstain)

The board meeting was opened by Chief Mark Daniel.

- Sherry Bensema made the motion to accept the May 24th, 2022 Board Meeting minutes.
- Second by Bill Miles
- Discussion: none Motion passed, no opposition

#### **Radio Project update:**

- Patrick Hoover – Radio Technology Services; Project Manager for the Marion County radio project.
- Brian Nicholas – MCPW
- Mark Spross confirmed the current representatives from METCOM on the Radio Project Committee: Mark Daniel, Marty Pilcher, Ed Grambusch, Dave Frisendahl (replacement Jay Alley), Sherry Bensema, Joe Budge (alternates Jason Millican and Keith Veit)

- Brian Nicholas stated there were two primary objectives for the radio project at this time.
  - 1) Patrick and ADCOMM to complete the end user engagement process. This would include identifying the specific needs of each agency, agency associated costs and incorporating that into the plan and funding.
  - 2) Complete site access. Sites are still being identified and added to the list including the verification of site locations and accessibility.
- The next work session is scheduled for November 3, 2022. This will be with the Marion County Board of Commissioners and will include information on:
  - ✓ Radio Project Update
  - ✓ Project funding plan with a focus on ARPA funds, the \$1.2 million in congressional directed funding (to apply to radio purchases), and other various funding mechanisms. TAC members will be invited to participate in this work session.
- Patrick thanked everyone for their participation in the end user engagement meetings. It is important to capture the needs of each department for the project. They will be completing meetings with police departments this week and have one fire department meeting still to complete. Patrick will be sending out an inventory spreadsheet (radios, unit identifiers, etc.) to each agency via email. Please complete the spreadsheet to reflect all equipment and return to Patrick as soon as possible. Directions for completing the spreadsheet will be provided. This information will be used to complete an RFG and an AFG Grant to assist in funding the peripheral portion of the radio project such as headsets, SCBA interface, anything radio related.
- Patrick review the projected radio coverage maps outlining the 700/800Mh P25 phase 2 trunked. Orange indicated portable coverage and blue indicated mobile coverage. Two additional sites have been added to improve coverage. These are the Downs Hill site (South Salem area is a Salem Public Works site 3-4 years out) and the Crooked Finger site (still in conversation with land owner to determine site size needs). This is located in a farmer's field in the Abiqua / Scotts Mills area. Additional site locations that may be explored are the Mt. Horeb and Mad Creek areas outside of Gates.
- Per Mark Spross, for clarification on the radio project, attempting to move forward with the 700/800 to cover the entire service area as best as possible. The VHF overlay would be for supplemental and rural areas. The biggest limiting factor in the rural areas is the lack of commercial power to potential site areas. There will be some sort of stand-alone towers in these areas.
- Terrain issues were identified in the Eastern part of the county along with lack of commercial power, lack of infrastructure and other factors making it difficult to trunk any of the project. The "Stoney" site owned by the Forest Service may be an option to improve coverage in these areas (Opal Creek etc.). This would be good mobile coverage, however it is not good portable coverage.

Q: Is the coverage similar to the current VHF coverage?

A: No. Coverage is currently much poorer. This will be simulcast and not using multi-site.

- Currently working on draft RFP's for the radio system proposal and standalone microwave network. Those drafts should be to Patrick at the end of September. Patrick anticipates to have them published no later than the end of February and would like to be awarding by the end of summer. Will also be working on the grants. The winter months will be quiet as they work through the paperwork portion of the project.

Q: TAC recommended the AFG be limited to necessary radio equipment and not SCBA interfaces (no packs). SCBA should be an add on at the independent agency level should they choose to go that route and expense.

A: Patrick specified he was referencing the cable interface for the SCBA not the packs.

Additional Discussion: Mark Daniel confirmed the TAC meeting recommendations were to stay close to the radio gear and not to connect to the SCBA. That would be at the independent agencies discretion. Brian Nicholas agreed. Mobile and portable radios would be the focus for the AFG grant. Brian will continue to look for other opportunities for SCBA add on funding. No further discussion.

- Mark Spross wanted to remind the METCOM Board that METCOM has not formally signed onto this radio project as of yet. The county is fully aware of this. The project is likely to be north of \$20 million. METCOM is unable to afford the cost at this time. There has been extensive communication between METCOM, METCOM agencies and Marion County Board of Commissioners. The Commissioners are very aware that METCOM is unable to do this project without some sort of assistance from them. The County has been very helpful and are looking at different options on how they are going to fund, implement and provide long term maintenance for the system. Our TAC is involved in the process to ensure that METCOM is represented. The Commissioners are focused on this being a true public safety network. We hope to have some governance documents put together in the next six months. It is the goal to bring in interoperability across the board.

#### **Wipper Radio Site:**

Day Wireless has performed the necessary repairs at Wipper. The cost was a little over \$18,000 to complete the project. After insurance, METCOM paid about \$2,500.

#### **2023/24 Budget Committee:**

It is time to establish the Budget Committee for the 2023/24 budget. Current members are: Michael Kahrman (Chair), Mark Daniel, Ed Grambusch, Sherry Bensema, Dave Rash and Dan Mullen. Is there an interest to vote new committee members or vote to retain the current committee members for a second term?

Motion to reappoint current members for a second term (2023/24) – Joe Budge

Motion second – Dave Rash

Discussion none, Motion pass, No opposition

#### **Executive Board/Vote:**

Some members of the Executive Board will be retiring and will need to fill the vacancies. Dave Frisendahl (2<sup>nd</sup> Vice Chair) will move to Vice Chair in 2024. This position needs to be filled by a Law Enforcement representative.

Dave Rash – Nominated by Sherry Bensema

Dave Rash – 2<sup>nd</sup> by Ed Grambusch

Other nominations or interest – None

Discussion none, Motion pass, No opposition

Ed Grambusch (Vice Chair) will move to Chair 2024. This position needs to be billed by a Fire representative, effective July 1, 2023. Board indicated to vote for this at a later date.

#### **Resolution 2022-02:**

Terminate the current ICMA Retirement Plan. This plan was in place for the Santiam Canyon employees at the time of merger. Dennis Slices was the last remaining employee under the ICMA plan and has since retired. ICMA required a Board resolution to terminate the plan.

Motion to terminate retirement plan with ICMA Retirement Corporation; Resolution 2022-02. – Sherry Bensema

Motion 2<sup>nd</sup> – Joe Budge

Discussion none, Motion pass, No opposition

### **Project Updates:**

Generator – The generator replacement project is underway. The generator is expected to arrive in May.

Phone Upgrade – Has been delayed. All phone positions will be need to be replaced in the center as they are at end of life. OEM has contacted METCOM about expanding back up emergency operations at the backup center. They ae interested in placing additional phones in the Stayton facility so if other agencies in the state need to evacuate they would have capacity. For METCOM this provided the front line equipment at the backup center to be paid for through the 911 tax. These two contracts would need to be tied together so waiting to hear further from the State. We have selected the VESTA phone system. It is what we have today and matches with WVCC and the majority of the state.

Logging Recorder – Is at end of life. New equipment is in. A notice will be sent to users when the install will take place as it is likely to cause a time where radio and phone traffic will not be recorded.

Console Positions – Currently there is some money indicated in the budget for the console replacement. This may change if funds need to be moved to other areas of the budget. An electric study will need to be conducted prior to install of new consoles to increase the electrical availability.

CAD Server Upgrade – METCOM is working with IT to upgrade the servers and build in redundancy by having a server at the back-up center. We are anticipating that the work will occur at the same time as the CAD upgrade sometime in November. There will be some down time during the install.

Radio System – The existing radio system is experiencing some issues in the Mt. Angel, Monitor, Silverton areas. Day Wireless looked at different parts of these systems and was able to make some improvements by adjusting audio settings. They are still performing some testing in these areas. We are still waiting on a quote from Motorola and Day wireless for the replacement equipment at Halls Ridge and Detroit Fire Station that were destroyed in the wild fires. Most of the funding will be provided by FEMA dollars but METCOM will have to supplement. This will include a new tower and new radio equipment in Detroit at the Community Center.

### **Staff Updates:**

METCOM is currently down four dispatch positons, five if you count Mary who is anticipating retirement at the end of the year. We do currently have three persons in training, one who should be staring in the next few weeks and three more in backgrounds. If they all pass background we will have our positions filled. Two of the three currently in training are progressing very well and we hope to have them ready to fill a position at the end of the year. We are still actively recruiting. We will fill our full time vacancies first and then will fill our part-time call taker positions as trainers become available.

METCOM staff are receiving some awards at the Oregon APCO state conference held next week in Bend.

Tracy, Richelle & Tobey – Critical Incident Award for the St. Paul fire  
Sarah - Hearts of 911

### **Miscellaneous:**

Mark Spross has been asked to run for a position with APCO International. This will require some out of office time for travel. Travel expenses are paid by APCO but it would take his staff time. Mark has received authorization from the Executive Board to pursue the position and is asking the Board if there is any objection. No objections were voiced. The election for this positon will be in August of 2023 but would need to declare candidacy this October.

Mark Spross has been formally appointed by the Governor to the Local Government Emergency Management Advisory Counsel for a three year appointment.

Annual Audit – In process and we are scheduled for our onsite visit on November 9<sup>th</sup>, 2022.

Accreditation through Oregon Accreditation Alliance is coming up and will be due in late 2023.

METCOM has experienced an increase of 911 tape requests from the DA's office. This is in response to recent changes in the law and discovery. Other agencies are also experiencing an increase which impacts staff time needed to process the requests. METCOM will continue to monitor the demand and may need to address staff time for processing in the future.

Chair Mark Daniel Closed the meeting and adjourned @ 1105 AM

Next meeting: December 13, 2022