

CLACKAMAS C800 RADIO GROUP

BOARD OF DIRECTORS MEETING

July 19, 2023 at 9:00AM

Online only via Zoom

<https://clackamascounty.zoom.us/j/86120582649>

1. Call the C800 Board of Directors meeting to Order - Vice Chair Peter Mahuna
2. Roll Call of Partners: (19/10)

a. City of Canby	h. City of West Linn	o. Molalla Fire District
b. City of Gladstone	i. Aurora Fire District	p. Sandy Fire District
c. City of Lake Oswego	j. Canby Fire District	q. Tualatin Valley Fire & Rescue
d. City of Milwaukie	k. Clackamas County Fire District #1	r. Clackamas County Sheriff
e. City of Molalla	l. Colton Fire District	s. Clackamas County Health
f. City of Oregon City	m. Estacada Fire District	
g. City of Sandy	n. Hoodland Fire District	
3. *Approval of Minutes from June 21, 2023 Board Meeting - Peter Mahuna
4. Public Comment - Peter Mahuna
5. Communications - Mark Buchholz
6. Financial Report for June 2023 delayed - Mark Buchholz
 - Fraud and Banking Changes - update
7. Committee Reports
 - Executive Committee - Peter Mahuna
 - Technical Committee - Ron Polluconi
 - Citizen Accountability - No update
8. Old Business
 - Radio System Management - Ron Polluconi
 - Remaining site construction update
 - Radio Use Issues
 - Home button reprogramming
 - Streaming delay
 - 800 Voice Paging
 - DVRS update
9. New Business
 - a. FY24 Invoicing for Partner/Member fees

10. Open Agenda
11. Next Board Meeting: September 20, 2023 at 9:00am
12. Adjournment

* indicates action requested

CLACKAMAS C800 RADIO GROUP

BOARD OF DIRECTORS MEETING

Meeting Minutes of the June 21, 2023 Meeting

This meeting was held via ZOOM.

1. C800 Board Meeting Called to Order at 0900.

2. The following were in attendance:

City of Canby: Chief Jorge Tro	Estacada Fire:
City of Gladstone: Chief John Schmerber	Hoodland Fire:
City of Lake Oswego: Chief Don Johnson, Chief George Burke, Tina Burgess, Sue Scobert	Molalla Fire:
City of Milwaukie: Capt. Tony Cereghino, Capt. Ryan Burdick, Toby LaFrance	Sandy Fire District: Chief Phil Schneider
City of Molalla:	TVF&R: Eric Kennedy
City of Oregon City:	Clackamas County:
City of Sandy: Chief Ernie Roberts	Clackamas County Sheriff:
City of West Linn: Chief Peter Mahuna	Clackamas County Health:
Aurora Fire: AC Mike Corless	CCOM: Toni Sexton, Meg Neece
Canby Fire: Chief Jim Davis	WCCCA: Ron Polluconi, Mark Buchholz
Clackamas Fire:	Colton Fire:

3. Approval of Minutes – May 17, 2023 Board Meeting

Chief Davis moved and Chief Tro seconded. Motion passed unanimously.

4. Public Comment: Chief Don Johnson None.

5. Communications: Mark Buchholz

- Bank related communications will be covered during the financial review

6. Accept Financial Report for May 2023: Mark Buchholz

- Mark pointed out under the Misc. Expenses that a number of charges showed up as EFT withdrawals that ended up being fraudulent. There were a total of 11 transactions over the 15 day period for a total amount of \$13,812. We were told by the Bank that because we are a business account, they would only respond to transactions made in the last 24 hours, therefore there is nothing they will do about them
- Chief Mahuna Clackamas SO to investigate and they recused themselves as they felt that they were victims as well. He also contacted OSP, who declined, so West Linn has begun an investigation
- As far as insurance, this type of fraud does not apply under FDIC. At this moment it appears it will be a loss

- This is the 2nd or 3rd time we've had issues with Clackamas County Bank, so the Eboard has decided to move all C800 funds to another financial institution and to explore additional fraud protection options.
- Already have this methodology set up at WCCCA, so they are familiar with this style of banking. This should be done next week
- Motion to approve the financial report as presented was made by Chief Corless and seconded by Chief Mahuna. Motion carries unanimously

7. Committee Reports

Executive Committee: Chief Don Johnson

- Has a meeting set up with WCCCA to work through an audit on the vendor billings, with potential double billings

Technical Committee: Ron Polluconi

- Met and covered issues related to dispatch and CAD issues. There were no action items

Citizen Accountability: Chief Don Johnson

- Chief Johnson will be sending out a note following this meeting letting them know where we are with various issues

8. Old Business

- Radio System Management: Ron Polluconi
 - Remaining site construction update
 - Little work left on 224 site – gate refurbish, road work
 - TDH site walk is happening tomorrow morning with USFS and a new trainee. Looking at relocation of the tower. Have figured out that the ski area had been directing the contractor directly which caused some discontent and has resulted in some design changes
 - Radio Use Issues
 - Nothing has been reported
 - Home Button Reprogramming
 - This process has stopped and transitioning into maintenance
 - The first who received radios will be the first to be offered an opportunity for preventative maintenance. They will have the option to move forward, or they can defer at which time they would be placed back into the rotation
 - There are a couple of variances in this maintenance cycling. For fire users, we would normally come to the location and go through all of the equipment. With law enforcement, they would generally set up in the service yard
 - Another option is that WCCCA does have a large service bay where they can queue up vehicles and do a mass programming on site
 - The team also does have access to more mobility as they have test equipment that they can set up outdoors, they would just need support for power
 - Streaming Delay
 - Withheld payment and notified management that until this is completed we will not be making further payment. This got the CFO's attention, which was

- then pushed back to engineering. We now have an active engineering process underway
 - Once the testing has been completed and approved, they will build streaming controls and an actual delay process into that interface. We do not have a hard date at this time, but we do have a hard start that engineering has begun
- v. 800 Voice Paging
 - Equipment is in place, new paging system has cut over. A few issues with the cutover, they had to manually enter all of the CAP codes for all of the paging and a couple imports did not occur correctly
 - If anyone has issues with station alerting backup, please let Ron know ASAP
- vi. DVRS Update
 - Ready to go for evaluation. Lake Oswego's first command vehicle has been updated and they are testing the vehicle today. Ready to start evaluation with other agencies
 - 1 DVR, 1 vehicle with 4 portable radios for evaluation. Once evaluations are completed and FDB approves, they will release the programming and load it into the preventative maintenance and catch them as they go through

9. New Business

- Second Vice-Chair: Replace Michael Carlsen (CCFD1) who recently retired with Assistant Chief Brian Stewart (CCFD1)
- Adopt FY24 Budget
 - i. Mark discussed the information presented in the meeting packet
 - ii. Some changes of note:
 - Corrected the fund balance as highlighted in the packet
 - Actual audited numbers were input for FY 22
 - Site Rental was updated
 - Eric Kennedy asked if the proposed beginning fund balance assume full payment of the shared costs that we are distributing for the shortfall
 - No, the beginning fund balance does not assume that, it's listed as additional revenue. When this comes in, the \$1.14M will be enough to bring us back to positive
 - Toby LaFrance asked with the ending fund balance, do we have a breakout of how much is going to be available vs. pre-paid
 - Mark explained that he will need to look into this as he didn't have those numbers accessible at this time
 - Toby LaFrance asked if Mark could explain the greyed out column of the approved budget
 - Mark greyed out that column as it was the first version that the committee focuses on and approved. This info. is what was projected based on what we knew prior to the audit. The audit was finished in May, so we knew exactly where the funds were and could update accurately
 - iii. Mark discussed the resolution and its components illustrating that this is the total of the capital item and the total of the materials and services, as well as outlined the spending authority. **Motion was made to adopt the resolution as presented by Chief Mahuna and was seconded by Chief Tro. Motion carries unanimously**

10. Open Agenda

- Mark received the ARPA sub recipient agreement from the county. Need to review the details of the agreement and have it signed.

11. Next Board Meeting

Next meeting will be July 19, 2023 at 9:00AM Location: Zoom

12. Adjournment - Meeting adjourned at 9:43 AM

CLACKAMAS 800 RADIO GROUP (C800)

FY24 Adopted Partner/Member Fees

Annual per radio fee: \$641

	Partners	FY24 Radio Count	FY24 Annual Fee	On-time Capital Shortfall Fee	FY24 Total Invoice
1	Aurora Fire District	54	34,614	46,932	\$81,546
2	Canby Fire District	94	60,254	74,940	\$135,194
3	Canby Police	63	40,383	46,175	\$86,558
4	Clackamas County (AMR)	58	37,178	0	\$37,178
5	Clackamas County Sheriff	749	480,109	0	\$480,109
6	Clackamas Fire District	363	232,683	255,857	\$488,540
7	Colton Fire District	42	26,922	31,793	\$58,715
8	Estacada Fire District	55	35,255	41,633	\$76,888
9	Gladstone Fire	0	0	31,793	\$31,793
	Gladstone Police	40	25,640	30,279	\$55,919
10	Hoodland Fire District	86	55,126	65,100	\$120,226
11	Lake Oswego Fire	91	58,331	69,641	\$127,972
	Lake Oswego Police	121	77,561	89,323	\$166,884
12	Milwaukie Police	82	52,562	59,801	\$112,363
13	Molalla Fire District	67	42,947	42,390	\$85,337
14	Molalla Police	42	26,922	30,279	\$57,201
15	Oregon City Police	103	66,023	76,454	\$142,477
16	Sandy Fire District	67	42,947	51,474	\$94,421
17	Sandy Police	46	29,486	34,821	\$64,307
18	TVF&R (West Linn)	30	19,230	22,709	\$41,939
19	West Linn Police	51	32,691	38,606	\$71,297
	Total Partners	2,304	\$1,476,864	\$1,140,000	\$2,616,864

Members	Radios	FY24
Lake Oswego Public Works	57	36,537
Milwaukie Public Works	48	30,768
West Linn Public Works	28	17,948
Wilsonville PW	12	7,692
Wilsonville Transit	51	32,691
Boring Water District	2	1,282
CC Community College	4	2,564
CC Code/Envi	6	3,846
CC Comm Corrections	50	32,050
CC District Attorney	3	1,923
CC Dog Services	5	3,205
CC Juvenile	5	3,205
CC Medical Examiner	4	2,564
CC Transportation	30	19,230
Clackamas River Water	4	2,564
City of Happy Valley	16	10,256
Lake Oswego Lake Corp	14	8,974
Sunrise Water Authority	12	7,692
Willamette Trolley	3	1,923
Total Members	354	226,914