

CLACKAMAS C800 RADIO GROUP

BUDGET COMMITTEE MEETING AGENDA BOARD OF DIRECTORS MEETING AGENDA

March 16, 2016 / 10:30AM

**Meeting to be held at: Clackamas County Public Services Building Rm 369A
2051 Kaen Rd Oregon City, OR**

Call In 800-704-9804 / Access Code: 345832#

1. Call the Board of Directors / Budget Committee Meeting to Order - Chair Chief Fred Charlton
2. Roll Call of Partners:

a. City of Canby	g. City of West Linn	m. Sandy Fire District
b. City of Gladstone	h. Boring Fire District	n. Tualatin Valley Fire & Rescue
c. City of Lake Oswego	i. Canby Fire District	o. Clackamas County Sheriff
d. City of Molalla	j. Clackamas County Fire District #1	p. Clackamas County Health
e. City of Oregon City	k. Estacada Fire District	
f. City of Sandy	l. Molalla Fire District	
3. *Approval of Minutes of: February 10, 2016 Board Meeting / February 22, 2016 Electronic Board Meeting
4. Public Comment
5. Communications
6. Financial Report- John Hartsock
7. Presentation of FY 2015/2016 Proposed Budget - John Hartsock
8. Committee Reports
 - a. Executive Committee - Fred Charlton
 - b. Technical - John Hartsock
9. Old Business: (* Action Item)
 - a. System Management: Ron Polluconi
 - b. Expansion of East County System - Estacada/Molalla - Ron Polluconi
 - c. System Upgrade/Replacement - John Hartsock
 - i. Project Education - John Hartsock
 - ii. Microwave Upgrade Status - Ron Polluconi / John Hartsock
 - d. *J Hartsock Contract Review - Leslie Taylor
 - e. * Allocation of subscriber radios from bond proceeds - John Hartsock
 - f. South County Fire Agencies Bond Questions (Aurora/Monitor/Silverton) - John Hartsock
10. New Business: (* Action Item)
 - a. **Next Board Meeting - April 20, 2016 10:30A @ Public Services Building Rm 369A**
11. Open Agenda
12. Adjournment

CLACKAMAS 800 RADIO GROUP

Board of Directors Meeting

REVISED 3-14-16

Meeting Minutes of the February 10, 2016 Board Meeting

Location: CCOM

1. **C800 Board Meeting Called to Order:** The C800 Board of Directors meeting was called to order at 10:32a.m. by Chair Fred Charlton.
2. **The following were in attendance:**

City of Canby / Chief Bret Smith	City of Milwaukie / Mark Dye
City of Gladstone / Chief Monte	CCOM / Bob Cozzie / Cheryl Bledsoe / Mark Spross
City of Lake Oswego / Leslie Taylor	Clackamas County / Laurel Butman
City of Molalla / Chief Rod Lucich	CC Emergency Management / Jamie Hays
City of West Linn / Capt Neil Hennelly	CCFD#1 / PIO Steve Hoffeditz / BC Mike Corless
Boring Fire / Deputy Chief Ryan Hari	Local 1159 / Mark Rosch
Canby Fire District / Chief Jim Davis	Day Wireless / Jamie Sanderson
CCFD #1 / Chief Fred Charlton	AA Deidre Toczyski – Clackamas Fire
Estacada Fire / Chief Bob Morrissey	John Hartsock / Staff
CC Sheriff / Capt James Rhodes	
CC Health / Larry McDaniels	
3. **Approval of Minutes – January 20, 2016 Board Meeting:** A motion was made by Jim Band to approve the minutes and seconded by Bret Smith. A unanimous vote was cast in favor to approve the minutes.
4. **Public Comment:** None
5. **Communications:** None
6. **Financial Report – John Hartsock:** Financial report attached to the agenda, we are tracking on budget. John did notice one thing that the income line isn't reflecting the loan that is going to be procured for the microwave system. No current anomalies.
7. **Committee Reports:**
 - a. Executive Committee – Fred Charlton
 - i. As of last C800 meeting in January, an Executive Committee has been formed of the Board. Includes immediate past Chair Leslie Taylor, Chair Fred Charlton, 1st Vice Chair James Rhodes and 2nd Vice Chair Ryan Hari.
 - ii. Committee met February 8th at Clackamas Fire and discussed subscriber replacement radio plan, bond campaign, updated flyer, website and community outreach strategies. Discussed John Hartsock's personal services agreement which was tabled in January, and recommendation by Chair Charlton that it be tabled today as it is going to legal counsel and are awaiting their reply.
 - iii. Committee discussed records management, and have asked administrative assistant Deidre Toczyski to assist with note taking and records management.

- b. Subscriber Distribution – James Rhodes
 - i. Approximately \$5 Million in funds available for radio replacement. Replacement funds would be available for radio purchases made between January 2016 and November 2018.
 - ii. There were 2,175 radios on the system for paying members, and 230 radios for non-paying members as of January 2016. The \$5 Million divided by the 2,175 radios on the system leaves an available reimbursement of \$2,079 available for each radio. Doesn't mean that each district would receive a lump check for all of the radios, but whatever radios were replaced.
 - iii. Discussion of whether grant-matched radios would count for reimbursement, will have to be looked into.
 - iv. If non-paying members want part of the reimbursement available, they would have to become paying members.
- c. Technical – John Hartsock
 - i. Met on January 27th and spent time discussing the upgrade to the microwave that occurred in January; testing, patches, trunking and how we coordinate that better as to better communicate it to CCOM, radio system and all of the users.
 - ii. Microwave upgrade project currently on hold as internal equipment failure occurred with some of the microwave radios. Looking to start back up next week.
 - iii. Site/system issues- Working on preventative maintenance and discussed where they are at in system planning.

8. Old Business:

- a. System Management – Ron Polluconi
 - i. Per John Hartsock, Ron is with USFS and site planning consultants today reviewing potential USFS sites. They accept site applications 1x/year for locations in the forest. The team is finding out what the application process is and talking through issues.
- b. Expansion of East County System – Estacada/Molalla – Ron Polluconi
 - i. Close to finishing the expansion into Estacada. The promise is to finish by end of February and hopefully within the next week.
- c. System Upgrade/Replacement – John Hartsock
 - i. Project Education – John Hartsock
 - 1. Currently ongoing, attending lunch and breakfast meetings with various groups including the Kiwanis, Rotary, Chambers, etc. Primarily older voters in attendance who tend to be less in favor of items and they listened well, had good questions and seemed to be supportive. In the process of setting up all the different meetings in various communities.
 - 2. Compliments by Jim Davis of the presentation; lots of positive feedback and would be helpful if speaking points could be given out to the boots on the ground.
 - 3. Discussion of the flyer that was created to give out to the general public including various suggestions. Suggestions included: using pictures of local

agencies, dropping certain terminology, slimming down the information provided.

4. Laurel Butman – Advised that there is a hearing on February 18th with Clackamas County Board of Commissioners who will be hearing whether to place the ballot measure on the May ballot. Question of who would like to be the spokesperson for C800 at the hearing? James Rhodes volunteered. Discussion of other members who might be able to attend.
- ii. Microwave Upgrade Status – John Hartsock
 1. John had talked to some of the Partners as well as the County when the microwave upgrade was approved by the Board, concerning financing the purchase. All of the partners and the County declined. It was outlined that if the bond didn't pass, there was money in the budget for debt services. Leslie Taylor stated that it would probably not be in the best interest to bring this before the county commissioners. The plan for financing is to go back to commercial lenders, probably Clackamas County Bank.
 2. John will be sending out the financial numbers, should have the board formally adopt a resolution to do at the next meeting.
- iii. Define 50% of Subscriber's in Bond – John Hartsock
 1. Was discussed and outlined earlier by James Rhodes.
- d. John Hartsock Contract Review – Leslie Taylor
 - i. Recommended by Chair Charlton to table this item as the contract is out for legal review.
- e. C800 Web Site – John Hartsock
 - i. Minor corrections being done to the C800 website. Compliments to Bob Morrissey looking over website and finding corrections.
 - ii. Will be inputting meeting agendas and minutes.
 - iii. Question by Leslie Taylor of if still moving forward with the Drop Box for all of the files. John Hartsock will send out invites to everyone for permission to access Drop Box.

9. New Business:

- a. **REVISED** South County Fire Agencies Questions (Aurora/Monitor/Silverton) – John Hartsock
 - i. John advised that he had attended the Aurora Fire District Board meeting on January 20, 2016 at the request of Chief Yoder to present the bond project. Members from the Monitor Fire District were also in attendance. The Aurora board members were upset and they feel the voters that are within their district's but within Clackamas County would not receive any benefit from this bond. It was pointed out that the CCSO provides law enforcement services to the portions of their districts that are within Clackamas County. Clackamas County fire districts do provide mutual aid and ambulance service to their voters as well.

- ii. Subsequently John met with personnel from Aurora, Monitor, and Silverton Fire District's on January 25th to further discuss this issue and answer questions from the Jan 20, 2016 meeting. Which included discussion on:
 - 1. Explanation of C800 partner relationships, how AMR fits in under the CC Health, that Lake Oswego is a full partner and does not operate an independent radio system, and how Milwaukie is operating today with Lake Oswego dispatch and Portland radio and that Milwaukie will participate in the C800 system if the bond is approved.
 - 2. Reviewed radio coverage maps current and proposed.
 - 3. Who provides ambulance transport – Monitor / Silverton are both served by Woodburn Ambulance; Aurora is served by AMR / Woodburn Ambulance / and Canby Ambulance.
 - 4. My summary of the AV for the three fire districts and the amount that would be raised in each at \$.10 per \$1,000. Then what portion of the \$59M would be apportioned based on AV. Aurora Fire \$24,333 raised which would be .56% of the project total or a value of \$330,000 / Monitor Fire \$20,883 raised which would be .48% of the project total or a value of \$283,000 / Silverton Fire \$5,371 raised which would be .12% of the project total or a value of \$73,000.
 - 5. We reviewed that the values would need to be allocated between law / fire / EMS. Do to the somewhat convoluted ambulance situation it may be just law and fire. I explained I was still assembling data on call volume but in looking at the Nov 2015 CCOM statistics law was about 87%, Fire 4%, and EMS 9%. They thought the 87% for law was high for their area. Based on the call volume approach the total bond dollars available - \$686,000, would allocated \$597,000 law and \$89,000 fire/EMS. I explained that I was also pulling data on radio use time as another potential method.
 - 6. We discussed how this project could benefit their citizens from a fire perspective. Providing subscriber radios that are dual band may be of interest. They outlined that they were interested in looking at an interface between METCOM (their dispatch center in Woodburn) and CCOM/LOCOM for back up purposes.
 - 7. I explained that the hearing would be either Feb 11th or 18th and I would talk to Laurel about holding off until the 18th.
- iii. John advised that on February 3 he once again met with personnel from Aurora, Monitor, and Silverton Fire Districts as well as the Director from METCOM their dispatch center. Discussion centered around how C800 could potentially accommodate these districts regarding their concerns.
 - 1. The number one suggestion was to create a microwave length from the C800/WCCCA system to METCOM to allow for sharing of CAD data and potential back up for METCOM.
 - 2. To look at an interface between METOCOM's potential new radio system and C800.
 - 3. METCOM to join the PDCC cad bus for interface to the metro area.
 - 4. Group radio purchases for economy of scale

5. Potentially mobile/portable radios
 6. Last was a cash value which I advise I did not think that would be possible.
 7. I advise that I would present this information to the C800 Board at their Feb 10, 2016 meeting.
- iv. The C800 Board had a lengthy discussion on the above information and requested that John craft a letter to Aurora Fire outlining the following (copy of letter attached):
1. That in any voter-approved bond measure there is not a one-to-one ratio of any particular taxpayer's contribution to paying for the measure and a related value of the improvement.
 2. That in the case of Aurora Fire District, Monitor Fire District, and Silverton Fire District, the citizens enjoy the advantages of mutual aid support from Molalla Fire and EMS, Canby Fire and EMS, AMR, and Tualatin Valley Fire and Rescue.
 3. The proposed bond allocates \$5 million dollars to the replacement of portable and mobile radios. A formula was determined that agencies could receive a credit of \$2,079 per radio for replacement of existing radios that were on the system as of January 14, 2016 as a part of the project. In Aurora's case that would be 15 radios, Monitor's case is 10 radios, and no radios are on the system for Silverton. However, to avail those agencies for this credit they would need to enter into an agreement with C800 to pay the annual fee for each of those new radios.
 4. C800 is very interested in continuing discussions concerning a microwave connection between METCOM and C800-WCCCA system, group radio purchases, interoperability, discussion between METCOM and the PDCC on the CAD bus connection, and possibilities of METCOM/Marion County partnering with C800-WCCCA for radio services, but not to be paid for with funds from the proposed radio replacement bond project.

10. Open Agenda:

- a. Mark Spross – CCOM
 - i. There is a conference at the Oregon Convention Center on March 8th-10th for the 9-1-1 industry. There will be numerous speakers as well as the FBI will be putting out their video about mass shootings. Good learning opportunity for line staff, people working on radio communications, etc.

11. Adjournment: Meeting adjourned at 11:47a.m.



**11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806
C800.ORG**

C800 User Agencies

February 17, 2016

Chief Ron Yoder
Aurora Fire District
PO Box 9
21390 Main St.
Aurora, OR 97002

Re: Utilization of Bond Proceeds

Chief Yoder,

The following is a follow up to our discussions with your Board and the folks from Monitor Fire and Silverton Fire, concerning utilization of the proceeds from C800's proposed radio system replacement bond measure.

I have presented your concerns to the Clackamas 800 Group Board of Directors. Specifically, that the Clackamas County citizens, which are included in portions of Aurora Fire District, Monitor Fire District, and Silverton Fire District, that are within Clackamas County, would not receive an equitable portion of the project due to the fact that those districts will not utilize the new system. As we have discussed the Clackamas County Sheriff's office provides law enforcement services to those citizens and thus those citizens do receive benefits from the new radio system. On average, law enforcement utilization of the overall radio system for the Clackamas County citizens in these three districts' service areas is approximately 80%.

The C800 Board noted that in any voter-approved bond measure there is not a one-to-one ratio of any particular taxpayer's contribution to paying for the measure and a related value of the improvement. In this case the project is County wide with all the properties in the County paying a proportionate share of the project and the County as a whole realizing the benefits. There are other border areas within the County where jurisdictions overlap and thus are in the same position. Likewise, Washington County, City of Portland, and City of Gresham provide services into Clackamas County.

The Board also noted that in the case of Aurora Fire District, Monitor Fire District, and Silverton Fire District, the citizens enjoy the advantages of mutual aid support from Molalla Fire and EMS, Canby Fire and EMS, AMR, and Tualatin Valley Fire and Rescue.

As I have outlined, the proposed bond allocates \$5 million dollars to the replacement of portable and mobile radios. At our last Board meeting a formula was determined that

Clackamas Fire District #1
Chief Fred Charlton
Chair C800

Boring Fire District
Chief Fred Charlton

Canby Fire District
Chief Jim Davis

Canby Police
Chief Bret Smith

Clackamas County Sheriff
Sheriff Craig Roberts

Estacada Fire District
Chief Bob Morrissey

Gladstone Police
Lt. Jeff Jolley

Gladstone Fire
Chief Stan Monte

Lake Oswego Fire
Chief Ed Wilson

Lake Oswego Police
Chief Don Johnson

Molalla Fire District
Chief Vince Stafford

Molalla Police
Chief Rod Lucich

Oregon City Police
Chief Jim Band

Sandy Fire District
Chief Phil Schneider

Sandy Police
Chief Kim Yamashita

TVFR
Chief Mike Duyck

West Linn Police
Chief Terry Timeus

American Medical Response
Ben Sorenson

Lake Oswego
Communications / LOCOM
Leslie Taylor,

Clackamas 9-1-1 Dispatch
CCOM
Bob Cozzie, Director

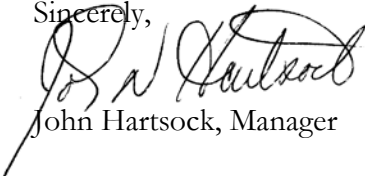
John Hartsock, Manager
C800

agencies could receive a credit of \$2,079 per radio for replacement of existing radios that were on the system as of January 14, 2016 as a part of the project. In Aurora's case that would be 15 radios, Monitor's case is 10 radios, and I don't show any radios on the system for Silverton. However, to avail your agency for this credit you would need to enter into an agreement with C800 to pay the annual fee for each of those new radios.

The C800 Board is very interested in continuing discussions concerning a microwave connection between METCOM and C800-WCCCA system, group radio purchases, interoperability, discussion between METCOM and the PDCC on the CAD bus connection, and possibilities of METCOM/Marion County partnering with C800-WCCCA for radio services, but not to be paid for with funds from the proposed radio replacement bond project.

Thank you for your concerns and C800 wants to continue to work with Aurora Fire, Monitor Fire, and Silverton fire to serve the citizens of Clackamas County.

Sincerely,

A handwritten signature in black ink, appearing to read "John Hartsock", written over a horizontal line.

John Hartsock, Manager

C: Chief Fred Charlton, Chair