

**COLUMBIA 9-1-1 COMMUNICATIONS DISTRICT**  
**Minutes of the Board of Directors Regular Meeting**  
**February 24, 2022**

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**MEETING CALLED TO ORDER:** Board President Clark called the Board of Directors Regular Meeting to order on Thursday, February 24, 2022 8, 2021, at 9:00a.m. via Zoom.

**MEMBERS PRESENT:** Sean Clark, Rob Anderson, Bruce Holsey, Henry Heimuller and Shelley Hennessy, connected via Zoom

Staff Present: Mike Fletcher, Nancy Edwards, Nathan Hughes, Dannell Hooper, Alex Edinger, Chandra Egan, Maryjo Beck

**GUESTS PRESENT:** Jeff Flatt, citizen  
Tyler Miller, citizen

Roll call was done.

**PUBLIC COMMENT:**  
No public comment was made.

**ADDITIONS TO AGENDA:**  
No additions were made.

**January 27, 2022 Regular Meeting and February 1, 2022 Special Meeting Minutes:**  
Heimuller moved and Anderson seconded to approve the 1/27/22 Regular Meeting and the 2/1/22 Special Meeting minutes as presented. Motion passed unanimously.

**FINANCIAL REPORTS:**  
**Acceptance of Budget Variance Report – January:**  
Anderson moved and Heimuller seconded to accept the Budget Variance Report for the month of January as presented. Motion carried unanimously.

**Approval of Expenditures:**  
Anderson moved and Heimuller seconded to approve the expenditures starting with check #30615 through #30672 including the electronic payments in the amount of \$236,015.87. Discussion followed. Motion carried unanimously.

**Budget Committee Appointments – Zone 2 & 3:**  
Edwards asked that Heimuller and Clark check with their Budget Committee members (Steve Reed and Casey Wheeler) to see if they're willing to continue serving. She noted that it would be ideal to appoint them at next month's meeting.

**OPERATIONS MANAGER REPORT:**  
Hooper reported on the following:

- One trainee went to solo status February 18<sup>th</sup>; he is doing great.
- A new hire is in the final process and we're anticipating a start date at the end of March.
- A hiring process for a Lead Dispatcher is in process; plan to have it filled by mid-March.

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- There was one external inquiry (training) and one internal inquiry (pending) this month.
- A. Edinger is developing a curriculum for mandatory Spring training and revamping the District's in-house academy.
- Beginning to plan and prepare for Telecommunicator week in April.

### **TECHNICAL MANAGER REPORT:**

Hughes reported on the following:

- Renewed copier contract with Pacific Office Automation. Both copiers in admin and dispatch have been upgraded; we will be receiving a new plotter soon.
- Attended API training to learn to build custom CAD interfaces and tools for dispatch to use. He is creating an interface for GPS devices for Scappoose Fire so they can track their units using satellite when they are at an incident where there is no cell coverage.
- Working with the MAJCS group to install the network analyzers for network security.

### **OLD BUSINESS:**

#### **Radio System:**

#### **Dixie Mountain:**

No update at this time.

9:12a.m. Hennessy logged on

#### **Clatskanie Mountain:**

Fletcher stated that there's nothing new to report with Washington State Patrol (WSP).

The University of Oregon geology department is working on installing their seismic station at the site.

#### **Meissner Site Improvement:**

Fletcher stated that there was a dead battery in the generator, which has been replaced. We're still waiting on the Intend to Bid (ITB) documents to be published. He's gained access to Oregon Buys, but now must learn how to use the system.

#### **Emergency Microwave Repair/Replacement:**

Fletcher has had a couple of meetings in the last two weeks with MNI. All the equipment that was installed between Clatskanie Mountain and Columbia Heights is working. We're waiting on the shipment of the new antennas and wave guides – the holdup is a backlog/supply issue with juniper routers, which could take months.

#### **Tow Service Contracts:**

Fletcher stated that since the last Board meeting, information was exchanged with the Sheriff's Office and Mike Russell from Public Works regarding clarification of some current contract language and practices.

#### **Ambulance Service Area (ASA):**

Fletcher stated that the County has hired a third party consultant to assist with the ASA. Providers have been working with the District to update their boundary maps; we are the keepers of the data.

#### **Corey Hill Vandalism:**

Fletcher reported that we're still waiting on the transfer switch to be shipped. The company that was approved by the Board to complete the fencing project has been notified; they have ordered the product.

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### **NextGen Radio System Improvement:**

Fletcher asked for direction from the Board on the next step. Fletcher's perspective after talks with the Board and the users, is that there is no clear solution and there are diverse opinions.

Anderson expressed that we cannot move forward until we have the majority of the user group onboard, and he feels we're a long way from there. He expressed concern for the status and age of our current system; he wonders if we should fix what we have in order to keep it stable until a plan for a new radio system can be agreed upon.

Heimuller stated that after the February 1<sup>st</sup> meeting, there is no clear answer on which direction the District should go. He has not been convinced that going to a 700/800 system, whether District-owned or partnered with another agency, will save lives or make public safety responders safer. If he had to vote today, it would be to upgrade our current VHF system; a 700/800 radio system's reliability and limitations are unknown in our county. Heimuller doesn't like the idea of putting money towards a 20+ year old system, but maybe Anderson's idea of updating our current system until a solid solution can be agreed upon is what needs to be done.

Clark inquired if we should put it to a vote by the Advisory Committee. Fletcher stated that he can speak with the Advisory Chair, Mike Russell about putting that question to the users to see if a definitive answer can be reached and brought back to the Board. Fletcher stated that he can also reach out to Motorola and Day Wireless about parts and components of our current system and what it would take to upgrade what we have.

Anderson inquired about replacing old antennas and radios that might have degraded service (refresh of what we have) or do we get information from our users to verify where the biggest issues are and add remote receivers. He also inquired about moving back to Clark Regional Emergency Services Agency's (CRESA) tower to meet the user's performance needs for the short term.

Heimuller noted that a vote by the Advisory Committee isn't going to make the final decision for the Board; the Board has to make the best decision not only for the users, but financially for the District as well.

Hennessy stated that her only question or concern is if whichever system we end up going with will fix the many dead spots in and around the Vernonia area.

Bruce expressed appreciation for Anderson and Heimuller's input - the Board needs to do due diligence to make the right decision.

Anderson added he would like to know if the District should stay with analog VHF or go to P25 digital VHF.

### **SDAO Conference – February 10-13, 2022**

Fletcher inquired if members were able to attend the online conference. Clark stated that he participated Thursday and Friday, but not Saturday; misses interaction of the in-person training. Heimuller participated in a few sessions, but had some difficulty getting into some; Clark agreed, he had trouble accessing some sessions as well. Hennessy stated that her internet was down during the conference so she was unable to access it; she asked that the link be forwarded to her so she could review the recorded sessions.

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### **NEW BUSINESS:**

There was no new business.

### **DIRECTOR'S UPDATES:**

Fletcher stated that the Personnel Committee met last week regarding negotiations. Edwards is currently working on financial impacts. Fletcher stated that another meeting needs to be scheduled. Discussion followed. The next Personnel Committee meeting was scheduled for Tuesday, March 1<sup>st</sup> at 11a.m.

Fletcher noted that we will be recognizing Marzilli for her contributions to the District at 11a.m. tomorrow and invited members to attend.

### **Agenda Items – March 31, 2022:**

- Executive Session regarding negotiations
- Appoint Budget Committee members

### **OTHER BUSINESS AND MEMBERS COMMENTS:**

Heimuller: Expressed his thanks to the users, public and staff that attended the February 1<sup>st</sup> meeting.  
Anderson: February 1<sup>st</sup> meeting provided good background information; working toward making a knowledgeable decision – slowly making progress. Thanked Marzilli for her hard work and helping the District through a tough time, it was greatly appreciated. Very happy with Marzilli's performance; she will be missed.  
Hennessy: Apologized for her late arrival. She was unable to attend the February 1<sup>st</sup> meeting due to her work schedule. Hopes that Marzilli enjoys her next adventure.  
Holsey: No comment.  
Clark: The Board are not experts - only as good as the information presented to us, so it's good that we're being diligent. Hopefully, we can utilize our current system until a viable solution can be found. Marzilli will definitely be missed, appreciate all her efforts and wish her the best. Appreciates the staff and all their hard work.  
Noted that Tyler Miller will be having a session on radio information with map overlays on Thursday, March 3<sup>rd</sup> at 2pm in the Scappoose City Council chambers.

Next meeting will take place on Thursday, March 31<sup>st</sup> at 9:00a.m. at the C911CD meeting room.

9:58a.m. Board Adjourned.

Respectfully submitted,

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Maryjo E. Beck

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Date Approved