

**Klamath Radio Interoperability Executive Board Meeting**  
November 8, 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, Virtual  
Brandon Fowler – KCSO, Klamath County Emergency Manager  
Mike Cook – KCAAC - Chiloquin RFPD, Fire Chief, Virtual  
Matt Hitchcock - FD #1, Fire Chief

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

Guests: Mike Clark – Day Wireless

**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 informed that he had spoken with Diane at ODOT, the contract person regarding Walker. Nothing is definitive and she will need more information to give an answer, but she is not sure if they have adequate space. Discussion followed regarding the space and requirements to make the move. Mike thought there was enough space at Walker to make relocate there. Keith said the tech wasn't sure if there was enough space. Mike said Chuck would know. John requested to have this outlined and firmed up so the move could be done by July next year. They need the planning piece of what it will take to move so this can happen. Mike will work on the technical pieces and let Keith and Brandon know what he will need from the group.

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

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

Pacific Power in the amount of \$412.29, Amerigas in the amount of \$5112.42 for propane tank fill and check at Hamaker, Nor-Pac in the amount of \$1898.71 for generator transfer switch repair at Hamaker and maintenance check at Hogback, Mission Critical Partners in the amount of \$760.15 for final payment of services, RLI in the amount of \$750 for surety bond annual renewal and Angel Mt. in the amount of \$2746.17 for monthly rent.

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

## **Project Updates**

**Radio System Needs Assessment - MCP:** John asked if they were ready to implement the user guide. Keith said the final product provided by MCP was a very large file and he may not have shared the file which consists of a power point and the training document. John said he thinks they need to review as a group and put some work into any changes it needs. He wants to make sure they get what they want out of it to have it ready to go. Mike said he did not think it was ready for use. No one had been able to review in detail so could not make recommend changes. John requested everyone to review and piece out sections for this process. The group agreed to have a work session on the 22<sup>nd</sup> at 9am for the guidebook review.

## **III. NEW BUSINESS**

**A. Bylaws/Policy Review:** Keith said this is follow up to the discussion on spending threshold approving authority. Discussion followed on appropriate language or process if any that would need to be added. John said he thinks the language needs to be “in the event of emergency to allow for necessary repairs to start not to exceed \$10,000” with exceeding obtaining group approval. Brandon said this could be something to the content of “to start the fix repair procedures as necessary to return the system to a working state”. Mike recommended using the States thresholds for this process as a guideline for which point you must go out for RFP, Bid, etc. Keith will send a track change version of the policy out for the group to work on collectively.

**B. Hamaker Control Site – DWS:** Mike said the only way to get out is to move to a hilltop like Chase. Discussion followed on what would be needed to make this move. Brandon will reach out to Randy Bailey at ODF regarding this option.

**Open Discussion:** John reminded the group about the fire safety event taking place at the fairgrounds on the 15<sup>th</sup>.

**IV. ADJOURNMENT:** John adjourned the meeting at 1:46pm.

**Next Meeting Date:** December 13, 2021 @ 1:00pm