

**NORCOM  
9-1-1 USER BOARD MEETING  
MINUTES**

**May 12, 2004**

**PRESENT:** Shawn Baird, Greg Dyke, Sandi Ryan-Nelson, David Dryden, Don Alleckson, Alfred Pohlschneider, Kevin Hendricks, Pete McCallum, Rod Yoder, Scott Russell and Alan Shane. Staff: Gina Audritsh Guests: Bert Bernard, Michele Ryan, Mary Graeber, Kevin Litten, Timi Smith, Michelle Mooney and Brian.

**The Meeting was called to order at 12:00 p.m. by Shawn Baird. Introductions were conducted.**

**I Minutes**

**A motion was made by Scott Russell to approve the February 25, 2004 User Board Meeting Minutes as presented. The motion was seconded by Alan Shane. Motion passed with all in favor.**

**II Bills**

**A Motion was made by Al Pohlschneider to approve the bills presented for March and April. Motion seconded by Dave Dryden. Motion passed with all in favor.**

**III Old Business**

**Radio Equipment – Tower in Silverton:**

Discussion took place with regards to the inability to obtain two UHF frequencies to connect the link between the Woodburn Radio Tower site and the Silverton Radio Tower site [referred to as Voting Receiver]. FCC granted licensing for a pair of UHF frequencies however with the monitoring of the channel which is also licensed by Skamania County, they are interfering with the channel to much to use for our voter connection. An alternate plan for the frequency to avoid bleed over and interference is to use PL Tones. This would be a requirement for all agencies to program their portable and mobile units with the county wide 132 PL Tone. This needs to be a coordinated plan with Complete Wireless and prior to implementation we need to ensure that all equipment is capable of programming PL Tones.

**Fleet Sync for Radios:**

Gina advised that Monitor Fire District has received grant funds to purchase the Fleet Sync technology for the Norcom Moducom Radio system that will provide the connectivity piece of this technology to communicate status and identification from field

units to Norcom. Gina explained that at this time we are exploring only the option of the emergency alert button rather than continuous identification from units through Fleet Sync primarily because of the unknown duration and tone of the data burst that will transmit over the radio each time the field unit keys the radio. Gina expressed the concern that the fire districts that plan to use the functionality need to meet to discuss a protocol of how the Fleet Sync will be used and how the radios will be identified.

### **Metrocall / Arch Paging:**

Discussion took place regarding the merge of the two alpha page companies. However in discussing the future plans of Metrocall with their technical staff, it is not likely that any changes will be made to the equipment, tower locations and frequencies.

## **VI New Business**

### **Resolution 2004-03:**

A Motion was made by Pete McCallum to approve Resolution 2004-03 with the effective date of April 1, 2004. The Motion was seconded by Kevin Hendricks. Motion was approved with all in favor.

Scott Russell made the recommendation that a copy of the evaluation should be distributed to all User Board Members.

### **Employee Relations**

Gina asked for support from the User Board with reference to entering into an agreement with a consultant, Alison Kelley, who has experience working with public safety agencies in resolving internal conflict. Discussion took place with regards to the cost of the consultant and with regards to funds that are budgeted for such process. Gina explained that the funds will be used from Materials and Services and that she supports the expense in effort to resolve the internal conflicts between employees and between employees and the management staff. There were concerns expressed for the service level if the conflicts are not resolved. There were concerns expressed with the additional cost of legal fees while keeping apprised of the mediation process. There was a consensus from the User Board to continue with the consultant for a facilitation process and to also keep Akin apprised of the process.

### **Discussion of Special District**

A brief synopsis was provided with regards to Norcom exploring the option of becoming a special taxing district, referred to as a Special 401 Emergency Services District. Discussion included that the funding source for Norcom is dependent upon the user fees and is not going to be adequate a the consistent increase of 3% annually if Norcom is

going to continue to grow with the districts that they provide service. There is a desire to determine an alternate funding mechanism for Norcom. The discussion included the potential of double taxing some cities and the potential of no cost savings to the user agencies by implementing a 401 Emergency Service District Tax base. Gina explained that this is along term process and encouraged the board to support the research of forming a Special District and also suggested that we approach Tillamook County 911 and Columbia County 911, who are both 401 Districts, to present the process that they took in forming a District. The consensus included the continuation of Gina exploring the option. Kevin provided a rough approximate cost per thousand to our District as being .6 to .7 cents per 1,000.

## **V Information Share**

Al Pohlschneider presented the new St. Paul Map that Marion County Public Works has developed for their district.

No additional information was discussed.

## **VI Adjournment**

**User Board Meeting adjourned at 1:00 p.m.**

**Next User Board Meeting  
June 9, 2004  
Hubbard City Hall**