



# Work Session Summary Minutes

OREGON

## Marion County Radio Project

October 28, 2024. 3:00 PM

Courthouse Square, 555 Court St. NE, Salem  
5th Floor, Suite 5232, Commissioners Board Room

### ATTENDANCE:

**Commissioners:** Kevin Cameron, and Colm Willis.

**Board's Office:** Shawnell Fuentes, Alvin Klausen, Trevor Lane, Chris Eppley, and Jan Fritz, and Matt Lawyer.

**Legal Counsel:** Steve Elzinga.

**Public Works:** Brian Nicholas, and Dennis Mansfield.

**Information Technology:** Gary Christofferson, and Steve Brooks.

**Business Services:** Terry Stoner, and William White.

**Sheriff's Office:** Nick Hunter.

Kevin Cameron called the meeting to order at 3:00 p.m.

### Summary

The Marion County Board of Commissioners discussed the Marion County radio project on October 28, 2024. Key points included the amendment to the contract, emphasizing milestone payments to ensure contractor compliance. The payment schedule retains 25% of the contract value until full installation, reducing early payments. The board also debated user fees for the new radio system, considering prorated rates based on population served or total annual budget. Concerns were raised about the financial feasibility for smaller agencies and the potential impact on Metcom. The meeting concluded with plans to refine fee structures and explore additional revenue sources. The meeting focused on the implications of transitioning radio systems and the financial considerations for various agencies. Key points included the impact on WVC operations if Kaiser moves, the potential cost savings and rate adjustments, and the need for detailed discussions on network management and equipment replacement. The total cost for the new system is \$4.1 million, with a \$2.2 million funding gap. The sheriff's office and other agencies need to contribute to this gap. The discussion also covered the importance of compliance with CJIS standards and the management of IT and radio systems. The board will reconvene to finalize costs and responsibilities.

- Project Update:
  - Use Fee Calculations
    - The user fee calculations were presented, based on the number of radios and fiscal years.

- The most likely scenario includes all agencies paying the same amount per radio, with some agencies like Aurora already having radios.
- Concerns were raised about the feasibility of certain agencies paying high fees, and the need for negotiation was discussed.
- Alternatives were proposed, such as basing fees on the size of the jurisdiction or annual budget, to ensure flexibility and affordability for smaller agencies.
- Amendment 001 to Contract PW-6156-24:
  - Changes to the payment schedule.
  - The new payment terms involve milestone payments to ensure compliance and leverage over the contractor.
- **Discussion**
  - Concerns of the declining VHF system and the financial implications for smaller agencies.
  - The potential impact on Metcom and public safety considerations.
  - Alternative revenue sources and the need of public meetings to gather input from the community.
- **Other**
  - Network management and equipment replacement costs highlighted the need for expert oversight and coordination between IT and radio system management.
  - The agency contribution analysis for the funding gap.
  - The flexibility in unit numbers was emphasized.
- **Next Steps**
  - Run additional fee schedule scenarios based on population served and agency operating budgets.
  - Meet with John Thompson from Metcom to discuss the user fee calculations and agency participation.
  - Provide a briefing to the Board on the cost breakdown and management plan for the IT components of the new radio system.
  - Reach out to Kaiser Police and Fire to discuss potential participation in the new radio system.

**Adjourned** – time: 2:17 p.m.

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary White