



## MINUTES

QLife Regular Board Meeting  
Thursday, January 27, 2022  
Via Google Hangouts

**Call to Order** President Hege calls the meeting to order at 12:04 PM.

**Roll Call** Scott Hege, Lee Weinstein, Scott Randall, Rod Runyon, Dale Lepper, John Amery, Kristen Campbell, Breanna Wimber, Carrie Pipinich, Joseph Franell, Tyler Stone, Dan McNeely, Stephanie Krell, Matthew Klebes, and Mike Middleton.

### **Changes to the Agenda**

There are no changes to the agenda.

*[[Mr. Weinstein moves to approve the agenda. Mr. Lepper seconds the motion, which passes unanimously.]]*

### **Approval of the Consent Agenda**

*[[Mr. Weinstein moves to approve the consent agenda. Mr. Lepper seconds the motion, which passes unanimously.]]*

### **Action Items**

#### **2022 QLife Officers**

Ms. Krell informs the board that per the bylaws, the QLife Board must nominate officers every year for President, Vice-President and Secretary. These new positions will begin at the next QLife Board Meeting in February.

*[[President Hege moves to nominate Mr. Weinstein as 2022 QLife President. Mr. Lepper seconds the motion, which passes unanimously.]]*

*[[President Hege moves to nominate Mr. Lepper as 2022 QLife Vice-President. Mr. Weinstein seconds the motion, which passes unanimously.]]*

*[[President Hege moves to nominate Mr. Runyon as 2022 QLife Secretary. Mr. Weinstein seconds the motion, which passes unanimously.]]*

#### **Order #22-001 Reappointment of Mike Middleton as QLife Budget Officer**

*[[Mr. Lepper moves to approve Order #22-001 to reappoint Mike Middleton as QLife Budget Officer with an expiration date of January 31, 2023. Mr. Weinstein seconds the motion, which passes unanimously.]]*

#### **Campbell Phillips Amendment to Personal/Professional Services Contract**

Ms. Campbell informs the Board that she has not raised public sector rates since 2015, and has proposed the amendment included in the packet to increase to \$225 per hour. She notes that it is still a significant reduction from the standard rate and under market value.

Mr. Runyon asks if any other Board member received notice of the increase prior to the meeting and if not, should we review before approval to see if we can afford the increase. Mr. Middleton remarks that contracted services is well over budget but that it is due to additional costs related to a potential bridge crossing to Washington and means we budgeted the wrong amount. We can build the budget with the increase in mind and should be able to absorb the cost.

Ms. Campbell adds that the agency has the option to shop rates. Mr. Weinstein asks Mr. Middleton to review the budget to reforecast the rest of the fiscal year and adjust existing overages. Mr. Klebes asks the Board for approval to sign the amendment to continue services with Campbell Phillips PC.

***[[Mr. Weinstein moves to approve the Campbell Phillips amendment for personal/professional services contact. Mr. Lepper seconds the motion, which passes with four yeas and one nay.]]***

### **Financial Report, Analysis and Reconciliation**

Mr. Middleton presents the December financial report to the board included in the packet. He notes that there are a couple of customers showing late at 120+ days but that it is related to a customer mix-up when paying their bills and is working with staff to get it addressed. As stated previously, contracted services is over budget because of the potential bridge crossing that did not pan out. The fund balance is declining because of movement over to the Capital fund and when you look at the macro levels, the budget looks good. At the micro level, we should do a better job budgeting the individual account lines.

The Maupin fund has not received any bills for Wifi invoices so Mr. Middleton will be looking into that.

Mr. Runyon asking about high administrative cost and Mr. Middleton notes that an invoice was incorrectly entered but that it is still within the balance amount. We could have refunded the overpayment and rebilled quarterly but it seemed to be more work than it was worth.

### **QLife Audit**

Mr. Middleton refers to the audit in the packet and notes that the auditor was not able to attend today's meeting. They submitted an additional letter with an unmodified opinion and no significant findings.

Mr. Runyon asks for more information about the "no material misstatements other than trivial" comment and Mr. Middleton explains that auditors think about finances differently than how staff actually process things. If adjustments needed to be made, they are considered reportable.

### **Discussion Items**

#### **2022 SDIS Insurance Renewal**

Ms. Wimber informs the Board that the majority of the 2022 increase was due to higher property premiums from last year's wildfires. She is meeting with Mr. Klebes and Mr. Amery next week to take a deeper dive into QLife's property.

#### **Administration Update**

Mr. Klebes informs the Board that the NTIA grant is still pending and is hoping for a spring award date. He is working with RISI on project build outs throughout the county and anticipates bringing more information back to the Board soon.

Ms. Pipinich informs the Board that the first full BAT meeting took place two weeks ago and included electricity providers, ISPs and community partners to discuss next steps. Link Oregon is performing information gathering to help the state with more accurate broadband mapping. Mr. Weinstein adds that it was a great meeting and is still looking forward to representatives from south county and tribes to join in the future. Mr. Klebes adds that he is on the tribal council meeting agenda but it has been rescheduled a few times.

#### **Aristo Technical Management Report**

Mr. Amery presents his technical report to the Board and states that there are no known damages. There has been a request for additional generator power at City Hall and he thinks we have identified a solution but are in the preliminary stages.

Mr. Franell informs the Board that there is a new house bill (HB4092) which could rebuild the Oregon Broadband Advisory Council in a different image. He notes that the bill would remove certain representation, which could affect

rural issues. BATs will likely have representatives on the council but Mr. Franell does not believe he will be invited back.

The Board enters executive session under ORS 192.345(2) at 1:07 PM.

The Board exists executive session at 1:23 PM

The meeting is adjourned at 1:24 PM

The next regularly scheduled board meeting is set for February 24, 2022.

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These minutes were approved by the QLife Board on March 2, 2022.

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~~Rod Runuyon, Secretary~~  
Lee Weinstein, President