



MINUTES

QLife Regular Board Meeting
Thursday, July 28, 2022
Harding House Conference Room
and Google Hangouts

Call to Order President Weinstein calls the meeting to order at 12:00 PM.

Roll Call Lee Weinstein, Scott Hege, Rod Runyon, Scott Randall, Dale Lepper, John Amery, Joseph Franell, Justin Brock, Tom McGowan, Todd Reeves, Joshua Pool, Carrie Pipinich, Keith Mobley, Dan McNeely, Kristen Campbell, Tyler Stone, Stephanie Krell, Matthew Klebes and Mike Middleton.

President Weinstein reviews the QLife Strategic Plan, reminds every one of the goals and mission, and remarks that we have already accomplished a lot, including creating a Broadband Action Team (BAT). He and Ms. Pipinich also presented the broadband survey at a recent City Counsel meeting.

Changes to the Agenda

There are no changes to the agenda.

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

Approval of the Consent Agenda

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

Finance Report

Financial Report, Analysis and Reconciliation

Mr. Middleton presents the June finance report to the board included in the packet and remarks that it appears different because of the new reporting tools in Munis. He encourages feedback from the board as to what data they would like to see or changes to the layout in future reports.

Accounts Receivable was able to reduce the outstanding balances to \$23,605 for current bills. Expenditures are within budgetary expectations. The ending fund balance is projected to be \$296,815, which is a decrease of \$177,146 from FY21, however, this was planned. It is due to the increased transfer sized to the Capital fund.

Revenue has a large spike shown in Miscellaneous that had not been considered in the budget. Other than that, there is nothing out of the ordinary in the revenue here. Expenditures to date have been minimal.

Overall, the funds are in good positions and while the Operations fund is decreasing, this is due to the transfers out to the Capital fund. \$595,020 is being transferred to Capital for the YTD while the Operations Fund decreases by \$177,146.

There are no questions from the Board.

Action Items

Jefferson Street Damage

Mr. Stone reminds the Board that at the last meeting, we made a motion to put the Jefferson Street damage repair project out to bid. As we looked at it further, it was determined that it was actually more appropriate as a

maintenance project. He asks the Board to rescind the previous action and make a motion to remedy the damage through maintenance.

[[Mr. Runyon moves to rescind the motion made on June 23, 2022 to put the Jefferson Street Damage project out to bid. Mr. Hege seconds the motion, which passes unanimously.]]

[[Mr. Runyon moves to repair the Jefferson Street damage under regular maintenance. Mr. Lepper seconds the motion, which passes unanimously.]]

Mr. Runyon asks if legal counsel was consulted and Ms. Krell confirms that they were and had no concerns.

BAT Update

Ms. Pipinich informs the Board that the BAT launched the survey in early July and they are working on outreach with the assistance of partners and distribution lists. Mr. Weinstein also drove around to South Wasco County businesses and community spaces to drop off postcards. So far, 74 individual surveys have been submitted and 9 business surveys have been submitted for Wasco County. 227 total surveys have been submitted for the region and 89 speed tests have been run. President Weinstein adds that there will be another round of survey promotion on Facebook and they have drafted an op-ed for publication in the Columbia Gorge News.

In lieu of a September Wasco County BAT meeting, they are going to have a regional broadband meeting including Washington and Oregon broadband offices on September 9, at 1 PM. She will send out details for the location of the meeting in early September.

Administration Updates

Mr. Amery informs the Board that QLife was selected as the best responder to an RFP by the Wasco County District 21 School District to build fiber to two of their locations.

Mr. Amery asks the two new guests of the meeting to introduce themselves. Joshua Pool, is a new QLife customer and owner of Mikrologic, and is looking forward to working with QLife to improve broadband in The Dalles. Todd Reeves is from Mosier WiNet.

Mr. Amery refers to the collocation report in the packet and remind the Board that we have been discussing this topic for quite a while. The MCEDD dollars helped to fund an engineering study and the results are in the report. He notes that some items have been redacted for security reasons. There are two recommended options: 1) a DC only plant, which is very common or, 2) a mix of AC and DC which, gives us the opportunity to lease space to small businesses and non-profits that may not have a high quality server location.

Mr. Amery points out on page 71, that the pricing for either option is just over \$1M to build out. Mr. Hege remarks that he thinks we should find a funding source to accomplish it. Mr. Stone adds that we are currently at capacity at the City Hall collocation, both in power and space, and can use this report to leverage funding.

Mr. Hege asks what kind of opportunities we would have if we had this space available today and Mr. Amery responds that we would have more space for ISPs if we had a fiber-to-the-home (FTTH) project and small businesses could have a switch at the collocation to connect with other ISPs for reliability and redundancy.

Mr. Hege wonders if this would benefit Blue Mountain Networks (BMN) when they build FTTH and Mr. Amery remarks that we hope they would consider us for collocation space.

Mr. Amery informs the Board that we are reviewing potential grant opportunities and are finding the match requirement for the middle-mile NTIA grant program challenging. They require a 30% match for our \$5M project. We have not given up but are working through those challenges and are reaching out to entities to see how we may be able to partner. Ms. Pipinich says that we had positive feedback from the PUD and Wasco Electric on the possibility.

Mr. McNeely updates the Board on active projects. The Klindt Drive project is in design and the Jefferson Street Damage project is in design and will be permitting soon.

Aristo Technical Management Report

Mr. Amery presents his technical report to the board and states that he previously discuss splicing in other sites but had put that plan on the backburner to prioritize other projects we are currently working on.

Oregon Telecommunications Conference

Ms. Krell reminds the Board of the Oregon Telecommunication Conference dates and asks if anyone is interested in attending. President Weinstein and Mr. Hege express interest. Mr. Franell adds that many of the topics are around the flood of funding opportunities.

Mr. Runyon asks if it is worthwhile to sponsor the event and Mr. Hege responds that when we have sponsored in the past, we have created many contacts and a couple customers have come out of that networking.

[[Mr. Runyon moves to have QLife sponsor the Oregon Telecommunications Conference at the Pelican Butte level. Mr. Hege seconds the motion, which passes unanimously.]]

Mr. Reeves remarks that he read about the RISI report in last month’s minutes and saw discussion about the fiber build in Mosier. He notes that 75% of the city has fiber coverage and those that do not, have short range wireless and access to two 10G transport providers.

Mr. Hege asks Mr. Franell when the FTTH project will begin at BMN and Mr. Franell responds that they are struggling with resources and supply chain issues but that it is in the queue.

Executive Session

The Board enters into Executive Session at 12:43 PM under ORS 192.660 (2)(g) Competitive trade or commerce negotiations, ORS 192.660 (2)(n)(D) Discuss information regarding security of telecom systems and data transmission.

The Board exits Executive Session at 1:11 PM

The meeting is adjourned at 1:12 PM

The next regularly scheduled board meeting is set for August 25, 2022.

These minutes were approved by the QLife Board on August 25, 2022.

Rod Runyon, Secretary