



MINUTES

QLife Regular Board Meeting
Thursday, December 2, 2021
Via Google Hangouts

Call to Order President Hege calls the meeting to order at 12:07 PM.

Roll Call Scott Hege, Lee Weinstein, Rod Runyon, Dale Lepper, John Amery, Kristen Campbell, Tom McGowan, Carrie Pipinich, Breanna Wimber, Tyler Stone, Alex Lillard, DJ Dunklau, Mike White, Dan McNeely, Stephanie Krell, Matthew Klebes, Mike Middleton.

Changes to the Agenda

Mr. Weinstein requests to add a BAT update to the agenda.

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

Approval of the Consent Agenda

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

Finance

Financial Report, Analysis and Reconciliation

Mr. Middleton presents the October financial report to the board included in the packet. He notes that we have just completed the fourth month in the fiscal year. The audit is in place but a report is not ready quite yet but expects to bring it back to the Board in January.

Overall, funds are looking well and we are on track for budgeting. There are some expenses that Mr. Middleton wants to investigate related to administrative costs. The account line is already reporting at 100% executed but it is likely that someone submitted an invoice with doubled digits which was overlooked.

Mr. Hege brings attention to the Operations funds which is showing a \$10,000 decrease in monthly charges and year-to-date is down 67%. He asks for additional information and Mr. Middleton remarks that it is related to a catch up billing from last year.

Mr. Runyon notes that the Capital fund summary shows \$154,000 that was unbudgeted and wonders if it had not been considered during budgeting. Mr. Middleton explains that we could do a budget change to access that excess but that it shouldn't be necessary since it was an opportunity for USAC reimbursement of previously expended costs.

Action Items

Dry Hollow Project Bid Analysis

Mr. McNeely reports that the Dry Hollow project was put out to bid in October and we received back two bid responses. C2 Construction, who completed our Lone Pine project, submitted a bid of \$122,835.34 and HHS Construction submitted a bid of \$77,780.86.

Mr. McNeely has reviewed both bids and does not see anything of concern. He does not see a reason not to move with HHS as the lowest bidder. Mr. Klebes asks the Board for approval to award the project and also recommends HHS.

President Hege asks what the biggest variance between the two bids are and Mr. McNeely explains that labor is where the two bids vary but the project is not complicated.

Mr. Lepper asks how much the fiber costs and Mr. Amery responds that it is about \$2 per foot for 288 count fiber. President Hege wonders how prevailing wage comes into play and Mr. McNeely explains that the threshold for prevailing wage is \$50,000 so HHS will have to account for that and adds that we referenced BOLI links in the bid package. Mr. Weinstein remarks that HHS's website states that they have worked with Charter, Comcast and Google on past projects.

[[Mr. Lepper moves to award HHS Construction the Dry Hollow project for \$77,780.86. Mr. Weinstein seconds the motion, which passes unanimously.]]

Discussion Items

Administration Update

Mr. Klebes informs the Board that the NTIA grant is still in progress but the award window was bumped back to early 2022. We had a request for supplemental information because of a challenge of our application by Lumen.

Work continues with RISI and we are working on a relationship with Wasco Electric to share information. A meeting with the Warm Springs tribe is scheduled to discuss where their interests lie.

We are waiting on a draft response from Avangrid and we have contacted an ISP in the Shaniko/Antelope area to see if they are interested in partnering to potential utilize said fiber.

QLife has changed over our insurance provider to Stratton Insurance and introduces Ms. Wimber to the Board. Ms. Wimber notes that she is reviewing QLife's insurance policy and will have some suggestions for the Board at the next meeting.

Ms. Pipinich adds that the BAT had a great meeting on Monday and will let the Board know of the next BAT meeting in case anyone wishes to attend. Recent discussions surrounded existing broadband conditions and plans to review them through surveys and speed tests.

QLife Staff Update

Mr. Stone reminds the Board that 10 years ago, QLife was dropped into his lap. Mr. Klebes has been sitting in as acting Administrator for the last year and doing an excellent job. Mr. Stone is now working on other projects and wants to officially hand over QLife administrative duties to Matthew and step back to manage QLife just as he does with our many other county programs. Mr. Stone recommends to the Board to support this change and President Hege adds that Mr. Klebes is the right person for the job.

[[The Board is in consensus for Matthew Klebes to become the QLife Administrator.]]

Aristo Technical Management Report

Mr. Amery presents his technical report to the Board and states that there are no known damages. He continues to work with Mr. Klebes on a fiber to the home solution.

Mr. McGowan informs the Board that North Sky was performing some clean up of QLife's outside plant and outstanding items are now back in line.

The meeting is adjourned at 12:44 PM

The next regularly scheduled board meeting is set for January 27, 2022.

These minutes were approved by the QLife Board on January 27, 2022.

Lee Weinstein, Secretary