

# QLife Network

## QualityLife Intergovernmental Agency

### MINUTES

#### QLife Regular Board Meeting

Thursday, September 19, 2013 Noon  
The Dalles City Hall, 313 Court Street  
2<sup>nd</sup> Floor Conference Room

Call to Order - The meeting was called to order by President Hege at 12:12 p.m.

#### Roll Call

In attendance: Scott Hege, Erick Larson, Brian Ahier (via telephone)  
Staff: Nolan Young, Izetta Grossman, Keith Mobley, John Amery, Jon Chavers  
Absent: Bill Dick, Carolyn Wood

#### Approval of Agenda

Ahier asked that the Action item be moved up in the agenda. It was moved by Ahier and seconded by Larson to approve the agenda as amended. The motion carried unanimously, two absent

#### Approval of July 25, 2013 QLife Regular Board Meeting Minutes

It was moved by Larson and seconded by Hege to approve the minutes of the July 25, 2013 Qlife Board meeting. The motion carried unanimously, two absent.

#### Action Items

Young reviewed the staff report regarding the Lease of Storage space from the City of The Dalles at the Public Works facility. After some discussion it was moved by Larson and seconded by Ahier to approve the Third Addendum to the Lease of space with the City of The Dalles. The motion passed unanimously, two absent.

#### Financial Reports

Young reviewed the July/August Financial Reports.

#### Reports

Young reviewed the update of 5 year Capital Improvement Plan. Hege asked about the status of the tagging project. Amery said the tags were ordered and working on a plan for installation. He said there was a cost savings if the contractor could apply the tags during other work.

Ahier asked Mobley if they could meet prior to the next meeting to work on the Broadband Strategic Plan implementation.

Amery reported that during the preliminary audit the issues on extrusion were not seen. It could be due to the timing, there hadn't been really cold weather yet, or it could be the issues aren't on going. Amery asked for the board authorization to delay the full audit until February or March, with tagging being done at the same time. Young asked if it would be better to schedule the annual audit in February each year? Amery said yes. It was the consensus to have the audit scheduled for February each year.

Ahier retired from the meeting at 12:32 p.m.

In response to a question Amery explained two different audits:

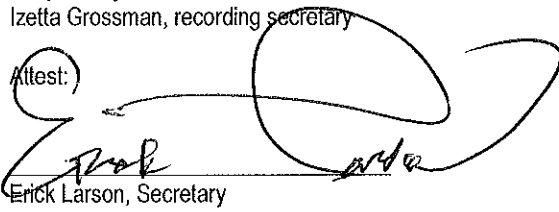
1. Commstructures Engineering does a visual walk through of all lines checking angles and vegetation, etc
2. NorthSky Contractor opens the boxes and physically inspects the equipment and lines.

In response to a question Amery said the redundancy had not been fully implemented. He believed there was a bug in the firmware and had trouble talking to the manufacturer due to time difference and language barrier, the resolution was taking longer than anticipated. He had been working on this issue for two months, and anticipated a couple more months. Larson asked if there was a warrantee and when would it be sensible to start over with another product. Amery felt he'd invested enough time with the current vendor to warrant continuing with them to resolve the issue.

Next Meeting Dates:  
Regular Board Meeting October 31, 2013 Noon

Adjourn  
Being no further business the meeting was adjourned at approximately 1 p.m.

Respectfully submitted:  
Izetta Grossman, recording secretary

Attest: A large, stylized handwritten signature in black ink, likely belonging to Erick Larson, is written over the 'Attest:' label and extends across the page. The signature is highly cursive and loops around the text.

Erick Larson, Secretary