

# QLife Board Meeting - March Minutes

Wasco County

Thursday, April 4, 2024 at 12:00 PM PDT

@ 511 Washington St., The Dalles, OR 97058

## **Attendance**

### **Present:**

Members: John Amery, Kristen Campbell (remote), Scott Hege, Matthew Klebes, Stephanie Krell, Shayla Maki, Carrie Pipinich, Scott Randall, Rod Runyon, Lee Weinstein

Guests: Irene Scruggs (remote)

### **Absent:**

Members: Roger Kline, Mike Middleton, Tyler Stone

#### I. Call to Order

President Weinstein calls the meeting to order at 12:01 PM.

#### II. Approval of Agenda

##### **Motion:**

Motion moved by Rod Runyon and motion seconded by Scott Randall. Motion passes unanimously.

#### III. Consent Agenda

##### A. January 8, 2024 & February 1, 2024 Minutes

##### **Motion:**

Motion moved by Rod Runyon and motion seconded by Scott Randall. Motion passes unanimously.

#### IV. Action Items

##### A. The Dalles Robotics Teams Support Request

Lu Seapy introduces herself and the rest of the The Dalles Robotics team in attendance and explains that she reached out to ask the Board for support to send the team to the World Finals. They already reached their funding goal but wanted to stop by and thank the Board for all of their past support.

 [2024WorldFinalsPressReleaseVEX3.pdf](#)

 [2024 Both Programs Worlds Flier.pdf](#)

##### **Motion:**

Motion to support The Dalles Robotics Team with \$1,000 scholarship to fund their trip to the World Finals.

Motion moved by Scott Randall and motion seconded by Rod Runyon. Motion passes unanimously.

B. CGCC Scholarship (Presenters: Stephanie Krell)

Ms. Krell informs the Board that Columbia Gorge Community College has reached requesting support in 2024 for their foundation. We have supported them in the past.

 [2024 Letter to CGCC Foundation Request to Continue Scholarship Funding.pdf](#)

**Motion:**

Motion to support CGCC Foundation Scholarship fund with \$2,000 scholarship for FY25.

Motion moved by Rod Runyon and motion seconded by Scott Hege. Motion passes unanimously.

C. ADP Agreement - 1st Amendment

Mr. Klebes informs the Board that ADP Resources supports QLife for engineering services and in the original contract, there was an expiration date with an option to extend the agreement. The included amendment will extend to February 2025.

**Motion:**

Motion to approve 1st Amendment to contract with ADP Resources.

Motion moved by Scott Hege and motion seconded by Scott Randall. Motion passes unanimously.

V. Discussion Items

A. Administration & Project Updates (Presenters: Matthew Klebes, John Amery, ADP)

President Weinstein informs the Board that Dale Lepper has given notice that is retiring from Adventist Health and resigning from the QLife Board. Mr. Klebes states that Roger Kline was at the top of the list for his replacement. Ms. Campbell remarks that she reviewed the bylaws and existing IGA and Mr. Kline would be a county appointment, which is governed by the Board of County Commissioners (BOCC). Mr. Hege asks if they will be reappointing him at the next BOCC meeting and Ms. Campbell confirms. Mr. Klebes also adds that Ms. Scruggs, the attorney for the PUD is attending virtually. Mr. Runyon asks if there are any conflicts with Mr. Kline as a Board member that we should consider and Mr. Klebes notes that he may recuse himself from discussions around negotiations with the PUD around pole attachment fees.

Mr. Klebes also informs the Board that late fees for customer payments have been put in place as of April 1 and it has been communicated to all of our customers.

We have also reconnected with the City of Maupin about their delinquent franchise fees and are getting caught up with those back payments.

B. BAT Update (Presenters: Lee Weinstein, Carrie Pipinich)

Ms. Pipinich informs the Board she is focusing on the BEAD process and timeline and will defer to the Board for a time to pull together the BAT team to rebegin discussion of expansion work. Mr. Klebes adds that we applied for BTAP funding and were not awarded for any technical assistance dollars. Mr. Runyon asks if we are reviewing why we scored so low on the list and Ms. Pipinich states she believes it was because we were intentionally vague in the application. President Weinstein adds that it may be a good idea to meet with the program staff to better understand what pieces we were missing.

C. Aristo Technical Management Report (Presenters: John Amery)

Mr. Amery informs the Board that they have secured right of entry from all property owners and a signed easement for placing the cabinet at the Port Beta Project. The contractor is ready to go and the Notice to Proceed will be issued shortly. ADP has been working through NJUNs tickets and pole violations should be cleaned up soon.

D. Oregon Telecommunications Conference

Ms. Krell reminds the Board that the Oregon Telecommunications Conference is coming up in October and asks if anyone from the Board would like to attend. President Weinstein and Mr. Hege express their interest in going.

 [SAVE THE DATE 2024 Oregon Connections Telecom Conference.pdf](#)

E. May QLife Meeting Alternate Dates

Ms. Krell informs the Board that the date for the May QLife meeting has a conflict. She offers May 16 as an alternative and the Board is in consensus.

VI. Finance (Presenters: Shayla Maki)

Ms. Maki informs the Board that there is about \$10,000 of outstanding invoices between two customers, which is a big improvement from previous months. Mr. Hege asks how the implementation of the late fee is going and Ms. Maki responds that there were seven late fees issued across four customers.

Expenses are within expectation. The Capital fund expenses are executing at 10% and transfers from the Operations fund are complete. The Maupin fund has revenue from franchise fees and the delay in receiving these fees has been partially addressed. The final \$6,000 transfer to the Capital fund will happen at the end of the fiscal year. Patterns are showing and all of the funds are in good shape.

VII. Executive Session

The Board enters into Executive Session at 12:47 PM under ORS 192.660 (2) (g) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations & (n) To discuss information about review or approval of programs relating to the security of telecommunications systems.

Executive sessions ends at 1:29 PM.

Mr. Hege brings up the Liberty Street project and mentions that several months ago he met with two representatives from Blue Mountain Networks and found out that they had made no progress.

Mr. Klebes informs the Board that he will be meeting with Global Grants to discuss BEAD grant funding and the county has already contracted with them so there will be no additional cost to QLife.

Mr. Hege notes that in an email he recieved from NACo, he asked about colocation location and funding for middle mile and colo were a pain point that they want to address. He will send the email to Ms. Krell to include in the minutes.

The meeting was adjourned at 1:36 PM.

**Motion:**

Motion to authorize Mr. Klebes to negotiation and execute an agreement with PFM Financial Advisors.

Motion moved by Scott Hege and motion seconded by Scott Randall. The motion passes unanimously.