



QLife Board Meeting - September Minutes

Wasco County

9/26/2024 12:00 PMPDT

@ 511 Washington St., The Dalles, OR 97058

Attendance

Present:

Members: John Amery, Scott Hege, Matthew Klebes, Roger Kline, Stephanie Krell, Shayla Maki, Scott Randall (remote), Rod Runyon (remote), Tyler Stone, Lee Weinstein

Guests: Andrew Danies, Liz Lance, Joshua Pool (remote), Irene Scruggs (remote), Travis Stenhjem (remote)

Absent:

Members: Kristen Campbell

I. Call to Order

President Hege calls the meeting to order at 12:00 PM

II. Approval of Agenda

 [Agenda.pdf](#)

Motion:

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

III. Consent Agenda

A. July 25, 2024 Minutes

 [QLife Board Meeting - July Minutes.docx](#)

Motion:

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

IV. Action Items

A. Appoint New QLife Administrator (Presenters: Matthew Klebes, Roger Kline)

Mr. Kline remarks that the PUD is excited and committed to rejoin as a member of QLife and successfully secured a qualified candidate for Executive Director. There is a memo included in the packet that details the recruitment process that was completed. He introduces Dr. Liz Lance and Mr. Klebes adds that the team went through a robust process and diverse interview panel. Dr. Lance's start date is October 28 and she will be a PUD employee. Mr. Klebes asks for a motion to accept Dr. Lance as the new QLife Executive Director.

Dr. Lance reviews her background for the Board and explains how she became interested in the position.

 [Q-Life Executive Director Recruitment Summary Memorandum.pdf](#)

 [Liz Lance Cover Letter 2024 QLifeED For Distribution.pdf](#)

 [Liz Lance Resume 2024 QLifeED For Distribution.pdf](#)

Motion:

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

V. Discussion Items

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

- BEAD Funding Update
Mr. Klebes informs the Board that this funding opportunity is coming down the pike and Google has once again supported RISI to assist in the application. Preliminary information for prequalification details have been distributed and the deadline to prequalify is December 1. Mr. Hege asks what qualification we would require to apply and Mr. Amery explains that we still need to work through those details since we are not the end user provider. Mr. Hege asks if we know where we will do the project and Mr. Amery responds that we have chosen an area with the best chance of award by using the AI data.
- Ms. Krell discusses upcoming meeting dates due to schedule conflicts.
 - November 7
 - December 5
- President Weinstein notes that the BAT is on hold until some pieces fall into place. Mr. Danies adds that it has been dormant since Carrie Pipinich resigned.

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

Mr. Amery informs the Board that the Beta Project is complete, billing discrepancies have been resolved, and the final invoice will come in below the bid rate.

We have been discussing adding new colocation space for the last 10 years or so. We purchased a high density frame for dense patching and more utilization. There were some losses at the higher frequencies so we performed some testing and found that there was a manufacturers defect. Mr. Amery will work around the live customers to make the necessary repairs.

 [20240923 Aristo Technical Management Report.pdf](#)

 [Fix Patch Cables at City Hall.pdf](#)

VI. Finance (Presenters: Shayla Maki)

A. August Financial Analysis

Ms. Maki presents the finance report included in the packet. Overall the funds are in a healthy place. The fund balance has increased by \$44,000, with the majority of that increase in the charges for services account.

The Operations Fund has an increase of \$92,000 in revenue over last year at this time. Charges for services are within budget expectations but there was a decrease of 30.8% due to a one-time \$50,000 build out fee for a customer. Interest remains up and late fees are helping to get customers to pay their invoices on time. The transfers in to the Capital fund is complete and interest is also up. There is not much activity in the Maupin fund and there are no charges for services yet because they arrive on a quarterly basis.

 [Qlife Financial Analysis 2024-08 August.docx](#)

 [FY25 2024-08 August Financial Statement.pdf](#)

Mr. Cannon of Rally Networks, reintroduces himself and informs the Board that they are on track with the fiber project in Tygh Valley with expectations for construction next spring. Once they break ground, it will be 12 to 18 months until completion. They expect both projects to be complete by 2028 with everyone in the region interested in fiber served. Speeds will be 250/250 for around \$60/month. Rally is also watching BEAD funding closely and are open to responding to RFQs in those areas.

Mr. Hege wonders what the difference is between BEAD and USDA Reconnect funding. Mr. Cannon replies that the difference is the funding mechanism.

Mr. Pool asks for an update on the Klindt Drive Project and Mr. Amery responds that the backbone will be spliced in within a month but it is unknown if contracts and licensing agreements will be ready in time. That may take a bit longer.

VII. Executive Session (Presenters: Matthew Klebes, Nancy Werner)

The Board enters into Executive Session at 1:03 PM under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection and 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.

Executive session ends at 1:30 PM.

 [Executive Session Script.pdf](#)

Mr. Hege remarks that following the Board's work with EntryPoint and their recommendations, the first step was hiring an executive director. He expresses his excitement to continue moving forward. Mr. Klebes adds that we have also brought back the PUD as a QLife partner and hired a financial advisor, both of which were recommendations.

The meeting is adjourned at 1:34 PM.