



MINUTES

QLife Regular Board Meeting
Thursday, September 29, 2022
Harding House Conference Room
and Google Hangouts

Call to Order President Weinstein calls the meeting to order at 12:10 PM.

Roll Call Lee Weinstein, Scott Hege, Scott Randall, John Amery, Joshua Pool, Tom McGowan, Carrie Pipinich, Dan McNeely, Kristen Campbell, Stephanie Krell, Matthew Klebes and Mike Middleton.

Changes to the Agenda

There are no changes to the agenda.

[[Mr. Hege moves to approve the agenda. Mr. Randall seconds the motion, which passes unanimously.]]

Approval of the Consent Agenda

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

Finance Report

Financial Report, Analysis and Reconciliation

Mr. Middleton presents the August finance report to the Board included in the packet and remarks that revenues are reflecting at \$471,936 less than last fiscal year because the beginning fund balance was not recorded as revenue yet. It will be reflected in next month's report. In addition, interest has not been recorded due to time constraints but will also be in the next report and he notes that it will be minimal in the Operations fund for August. Expenses are within budgetary expectations and transfers have been executed in line with budget expectations.

Mr. Middleton notes that there is a typo in the report and that transfers have, in fact, come in to the Capital fund. There have been some expenses in the fund related to work orders but nothing significant this month.

\$7,058 has come in to the Maupin fund related to charges for services and there have been no expenses. Funds are in a good position overall.

Mr. Hege proposes that future reports include another column for last year's numbers so we can compare year over year and see if an account is growing or shrinking.

Discussion Items

Strategic Plan

Mr. Klebes reminds the Board that they expressed interest in updating the strategic plan and we are looking to review and update next year. He reviews a memorandum in the packet, which details five goals and strategies with a brief summary of where things stand. He adds that we can eliminate or change goals to be driven by deliverables.

Mr. Hege looks at goal 2.3 asks about connecting with the Warm Springs Tribe and if we were ever able to get on their agenda. Mr. Klebes responds that we rescheduled four or five times and are still in limbo. He would consider this goal to be inactive at this time.

Mr. Hege looks at goal 3.1 and states that our relationship with the PUD and Wasco Electric are incredibly important to our citizens. They have poles in place already and we should capitalize on existing infrastructure.

Mr. Hege asks about goal 5.1 and wonders if we are working on operational models for efficiencies. Mr. Klebes responds that we have discussed creating efficiencies like partnerships and research has begun but is still pending.

BAT Update

Ms. Pipinich states that she attended a regional broadband meeting a few weeks ago and it was nice to see a comparison and how things are progressing in Washington D.C. The BAT is working on the survey and speed tests and will close it once she returns from the broadband conference. Mr. Hege asks if we received any completed paper surveys and Ms. Pipinich thinks we only received one from Tygh Valley. Mr. Hege asks if we have looked at our data and overlaid FCC data to see how it compares but Ms. Pipinich has not done that yet.

Ms. Pipinich wants to continue to push speed tests because there is not enough data to helpful at this point. She considered doing targeted engagement in communities once we review the survey responses. Mr. Klebes adds that we looked at getting inserts for tax bills but we missed the window. Mr. Amery recommends a direct mailer, which can be low cost. Ms. Pipinich will review the cost and bring it back to board. Mr. Hege does not recommend sending the direct mailer to citizens in the city and would prefer to focus on rural areas where we want to get services.

Grant Updates

Mr. Klebes informs the Board he has continued conversations with Wasco Electric and the PUD about working to get projects “shelf ready” for future grant opportunities when they open. He heard in D.C. that there was a lot of funding coming down but added that it is a marathon, not a sprint, to receive these funds. Business Oregon has received federal funding and is working on criteria for their program.

Administration Updates

Mr. McNeely informs the Board that the Jefferson Street project is lined to put out to bid pending one Charter make-ready.

The Klindt Drive project designs are finalized and we have preliminary drawings. Materials are getting harder to come by so we may not start until after January 1.

The District 21 project is in fielding and preliminary designs are complete. We are submitting for joint use permits this week.

Mr. Klebes notes that he hired an executive assistant at the city to free up additional capacity for himself.

Aristo Technical Management Report

Mr. Amery presents his technical report to the Board and states that he is focused on the fiber to the home project and thinking about what materials we need to order, how we would operate, etc. Mr. Klebes adds that we are projecting our lead times and will move forward on purchasing following our contracting board rules.

The meeting is adjourned at 1:03 PM

The next regularly scheduled board meeting is set for December 8, 2022.

These minutes were approved by the QLife Board on January 26, 2023.

Scott Randall, Secretary