



## MINUTES

QLife Regular Board Meeting  
Wednesday, March 2, 2022  
Via Google Hangouts

**Call to Order** President Hege calls the meeting to order at 2:09 PM.

**Roll Call** Lee Weinstein, Scott Hege, Scott Randall, Dale Lepper, John Amery, Kristen Campbell, Tom McGowan, Keith Mobley, Carrie Pipinich, Tyler Stone, Erik Orton, 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. Lepper seconds the motion, which passes unanimously.]]***

### **Approval of the Consent Agenda**

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

President Weinstein remarks that QLife has made a lot of progress over the last year -- the Board has a new strategic plan, a BAT has been formed and the first meeting is forthcoming.

### **Action Items**

#### **QLife/MCEDD IGA**

Mr. Klebes refers to the IGA in the packet and explains that MCEDD was awarded CARES funds specific to broadband development. Ms. Pipinich notes that this IGA would assist QLife with next steps for design, engineering and development of an OPC relating to a new col-location facility.

Mr. Hege asks what the result of the project would be and Mr. Klebes responds that these funds would be used to create a plan, scope of work and then we would solicit a consultant to complete the project.

***[[Mr. Lepper moves to approve the IGA between MCEDD and QLife for broadband interconnection facility planning. Mr. Hege seconds the motion, which passes unanimously.]]***

#### **Commstructure Master Services Agreement Amendment #4**

Mr. Klebes refers to two documents in the packet for a rate schedule change with Commstructure. One being current rates, the other being proposed rates. He notes that there is a slight increase for each unit and that Commstructure increases their rates every few years. He requests the Board approve this amendment and that the adjusted rates take place on July 1, 2022 so that we can prepare for increase during the budget process.

Mr. Orton adds that this amendment is due to the increase in operating expenses and cost of living for their employees. The original MSA was signed in 2006 and has only increased three times prior to today's proposal. He is also agreeable to a start date of July 1.

***[[Mr. Hege moves to approve the Master Services Agreement Amendment #4 for Commstructure with a start date of July 1, 2022. Mr. Lepper seconds the motion, which passes unanimously.]]***

### **Finance Report**

## **Financial Report, Analysis and Reconciliation**

Mr. Middleton presents the January financial report to the board included in the packet. He notes that as we build the budget for next fiscal year, we will not allocate \$5M for additional grant funds if those grants do not come to fruition. The Maupin fund is doing well but we have not seen any receipts from Gorge Net.

Overall, the funds are in a good position. With the new finance system, Mr. Middleton's team still has some work to clean up the reports and will be attending a conference to receive more training.

President Weinstein asks about the overage for the legal services account line and wonders if Mr. Middleton will be adjusting the budget. Mr. Middleton explains that it is more of a contract management issue but Mr. Klebes and Ms. Campbell agree that for any future one-off projects, will involve a more in-depth conversation about how it will affect the budget.

## **Discussion Items**

### **Administration Update**

Mr. Klebes informs the Board that the state of Oregon NTIA grant was not selected. Instead, 12 other states and territories were selected to be awarded grant funds. Ms. Pipinich adds that it was a very competitive grant pool but the work was not in vain. A lot of the legwork is complete for any future opportunities.

Mr. Mobley remarks that the local outreach team is going to Washington D.C. and wonders if there is anyone on the agenda primed to hear about our project. Mr. Klebes responds that the outreach team is aware of Wasco County projects on the horizon in case an opportunity arises. Mr. Hege adds that broadband was discussed as a county priority at last week's outreach team meeting.

Mr. Hege mentions that at a meeting with Wasco County electric co-op, it was suggested we collaborate and look for a project together so we both may benefit.

Mr. Klebes informs the Board that he is still trying to present at a future Warm Springs tribal meeting but it has been delayed several times.

### **BAT Update**

Ms. Pipinich informs the Board that the BAT is meeting next Thursday. A smaller group is also working together on outreach to assist in the mapping and speed test collection effort. The BAT is planning a survey to reveal a more comprehensive broadband story in Wasco County. President Weinstein adds that the survey will help with future grant requests.

### **Aristo Technical Management Report**

Mr. Amery presents his technical report to the Board and states that there have been an increase in outside plant expenses as we begin to splice. There are no damages this month, however, a breaker panel at City Hall was extremely hot and the cables melted. Luckily, we had an electrician in the space at the time and it has since become a priority project for us. Mr. Amery is unsure of why it occurred; it may be operator error on the last service at City Hall. It has since been tested and Mr. Amery believes we are whole again.

### **Other comments**

Mr. Mobley wonders if we could compute the cost savings to our partners since QLife's inception, and suggests that it may be worth discussing that with Senator Wyden. Mr. Lepper says that he could pull together some numbers for MCMC.

The Board enters into executive session at 3:05 under ORS 192.345(2) "Trade secrets," as used in this section, may include, but are not limited to, any formula, plan, pattern, process, tool, mechanism, compound, procedure, production data, or compilation of information which is not patented, which is known only to certain individuals within an organization and which is used in a business it conducts, having actual or potential commercial value, and which

gives its user an opportunity to obtain a business advantage over competitors who do not know or use it; and ORS 192.660 (2)(n)(C) Discuss information regarding security of telecom systems and data transmission.

The Board exits executive session at 3:37 PM

The meeting is adjourned at 3:37 PM

The next regularly scheduled board meeting is set for March 24, 2022.

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These minutes were approved by the QLife Board on March 24, 2022.



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Rod Runyon, Secretary