



MINUTES

QLife Regular Board Meeting
Thursday, March 30, 2023
Deschutes Conference Room
and Google Hangouts

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

Roll Call Lee Weinstein, Scott Hege, Scott Randall, Dale Lepper, Rod Runyon, John Amery, Kristen Campbell, Keith Mobley, Phil Garrett, Chris Nelson, Todd Reeves, Stephanie Krell, Tyler Stone, Mike Middleton and Matthew Klebes.

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.]]

President Weinstein asks Mr. Garrett and Mr. Nelson to introduce themselves and they explain that they work for ADP, QLife's new engineering firm.

Action Items

Invitation to Bid Results for School District 21 Project

Mr. Amery reminds the Board that QLife responded to an RFP from the Educational Service District, which we were awarded. We put the project out to bid and had two companies respond. The lowest bidder was Robinson Brothers Construction for \$54,456.75. He notes that we have worked with them before and it is staff's recommendation to award them the bid.

Mr. Hege asks if we analyzed the bids for errors and Mr. Amery confirms that he did and adds that the opinion of probable cost was estimated between the high bid and the low bid. Mr. Amery believes that the higher bid might have been a last minute submission and when he looked at the bid line items by category, some numbers were close while others were further apart. Mr. Klebes adds that as we work through the engineering transition, we are approaching the deadline for this project and want to move forward with Robinson Brothers.

Mr. Hege asks if Blue Mountain Telecommunication Services is the same as Blue Mountain Networks and Mr. Amery responds that it is not but that we have also worked with them as a sub-contractor before.

[[Mr. Hege moves to award the North Wasco County School District 21 Project to Robinson Brothers Construction. Mr. Lepper seconds the motion, which passes unanimously.]]

Finance Report

Financial Report, Analysis and Reconciliation

Mr. Middleton presents the February finance reports to the Board included in the packet and remarks that Charges for Services is a bit under budget expectations but only a slight decrease over last year of 0.2%. He did not have time to account for interest in February so it is showing as several hundred dollars higher than last fiscal year.

Accounts Receivable had a total outstanding of about \$81K when Mr. Middleton wrote this report but he looked at it again before the meeting and it had dropped to about \$33K.

The Maupin Fund had an additional \$1,200 come in and he believes we will continue to receive revenue on a regular basis. There are no expenses in the Maupin fund at this time as we are building it back up.

Reconciliations have been completed for January but not February. Transfers to the Capital fund is in a good position to move forward in March.

Budget Committee Update

Ms. Krell informs the Board that we have three out of the five budget committee members from last year committed to serve again this year. We could continue with just three members but best practice is to have five in case of someone calls out sick. Mr. Klebes asks Mr. Amery to contact Stan Felderman from the school district and Mr. Klebes will contact Jennifer Toepke from the Port.

Discussion Items

Administration & Project Updates

President Weinstein reminds the rest of the Board that he met with the Wasco Electric general manager last year about partnership opportunities but they expressed that they had other priorities at the time. He also met with Roger Kline from the PUD and they were in the middle of organizational and board changes but said that they could be interested in the future. President Weinstein informed them of the upcoming strategic planning meeting and is waiting for a response.

President Weinstein updates the Board on the broadband advisory council meeting he attended earlier in the day. There may be more dollars coming in for technical assistance and we should know more soon. Additionally, the state submitted a challenge of the FCC bulk mapping and suggested that there were many missed addresses. The OBAC office has two new staff and are interviewing to bring on another. He will send the meeting minutes to the Board.

Mr. Hege updates the Board on his Outreach Trip to D.C. and notes that he met with many people including Congressman Newhouse from Klickitat County and he indicated that he was willing to work together on joint priorities.

Mr. Klebes remarks that he recently conferred with Alex Kelley, the RISI consultant. In addition, he and Mr. Amery met with Bruce Patterson to prepare for the next board meeting to facilitate a strategic

plan discussion. Mr. Klebes also met with Joseph Franell of Blue Mountain Networks, who recently hired a new CEO.

Mr. Klebes notes that we have three new task orders with ADP up and running and he followed up with Commstructure on their outstanding items. Mr. Hege asks about the status of those outstanding items and Mr. Klebes responds that we have received a substantial amount but are still waiting on a couple with a deadline of tomorrow.

Mr. Stone remarks that the Wasco County Fairgrounds infrastructure project will have open trenching soon and wonders if the QLife Board would like to take advantage of the opportunity. Mr. Amery wonders if we would put QLife equipment in through the county project and Mr. Stone responds that a change order with the contractor would be easiest but may not be cost effective. Mr. Runyon adds that we could secure a grant to would cover the cost.

BAT Update

There is no update.

Aristo Technical Management Report

Mr. Amery informs the Board that the Jefferson Street project is ready for us to do our part after a pole was replaced. He is looking at patch cables, testing and retesting at the high capacity frame and is trying to identify how to resolve the issue and move forward. The Casey Eye project has been completed.

Mr. Stone asks if the transition from OSP occurred and Mr. Amery responds that OSP is moving to a new version this next budget cycle.

Final Thoughts

Mr. Hege asks if there is anything the Board can do prior to the facilitation session and Mr. Klebes responds that he will discuss with Mr. Patterson about what QLife has been doing so far, what we want to do, our resources and our mission and see if he has any preparatory work we can do.

The Board expressed that most of them would not be able to attend the April 27 meeting so it will be rescheduled.

At 12:40 PM, the Board enters into Executive Session under ORS 192.660(2) (f): To consider information or records that are exempt by law from public inspection.

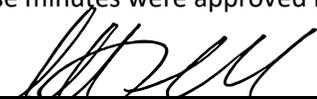
The Board exists Executive Session at 12:49 PM

Mr. Hege asks if there is any legislation going on now that the Board should know about. Mr. Stone responds that it would behoove then to learn more about the relationship between the state and federal government around broadband funding.

The meeting is adjourned at 12:54 PM

The next regularly scheduled board meeting is set for May 3, 2023.

These minutes were approved by the QLife Board on May 3, 2023.



Scott Randall, Secretary