

# QLife Network

## QualityLife Intergovernmental Agency

### Minutes

#### QLife Regular Board Meeting

Tuesday, July 26, 2011 4PM  
The Dalles City Hall, 313 Court Street  
2<sup>nd</sup> Floor Conference Room

#### Call to Order

The meeting was called to order by Vice President Dan Spatz at 4:13pm

#### Roll Call

In attendance: Scott Hege, Brian Ahier  
Staff in attendance: Nolan Young, Izetta Grossman, John Amery  
Joining via Skype: Eric Orton, engineer  
Joining via telephone: Keith Mobley, attorney

#### Approval of Agenda

It was moved by Ahier and seconded by Hege to approve the agenda as submitted. The motion carried unanimously, 2 absent.

#### Approval of June 19, 2011 QLife Regular Board Meeting Minutes

It was moved by Ahier and seconded by Hege to approve the minutes of the June 19, 2011 minutes. The motion carried unanimously, 2 absent.

#### Financial Reports

Young reviewed the June Financial Reports. Young explained that the legal line item was over expended due to Mobley's assistance with the Wi Fi project. QLife was partnering with the City of The Dalles on the Wi Fi project that is a result of the Google Grand for Downtown Free Wi Fi. QLife paid \$7,000 for the study and was contributing the fiber connections.

#### Action Items

Award Contract 2011-001 Bisector Redundancy Project - Young explained the award of the contract needs to be postponed (there is a 60 day timeline for award), due to the MOU not being signed yet. The partner is reviewing the MOU. The contract needs to be awarded by 9/15. A special meeting would be scheduled to accomplish this.

Orton reviewed the RFP's and his recommendation. There were five bidders; four of the five are capable of completing the work. NorthSky was the apparent low bidder and the one most familiar with QLife. It was noted that Northsky was the current contract maintenance company for QLife. Orton noted the time crunch due to 60 day construction window and finishing before winter was a goal.

It was moved by Ahier and seconded by Hege to delay the award of contract up to 60 days as is allowed by the RFP language and to hold a special meeting to award if needed. Motion passed unanimously, 2 absent.

#### Meeting was recessed to Executive Session at 4:40pm

Executive Session under ORS 192.660 (1) (f) and ORS 192.501 (2) to allow staff to report on current and pending activity involving customer trade secret and security concerns.

#### Regular Board Meeting reconvened at 5:10pm

Discussion Items – It was the consensus of the Board to hold over these items until the September meeting when more Board members would be in attendance.

- a. Administrative Process and Policies
- b. Administrative Monthly Report
- c. Problems with support member

#### Reports

##### Aristo Operational Management Report – John Amery

In response to a question, Amery explained that there was an issue on the west side two years ago where Google experienced significant loss when there were very cold temperatures. The section was located and replaced. Since that time the issue has been monitored. During initial audits there were still cold weather symptoms. Orton stated that he had initiated conversations with cable manufacturer with photos. The fiberglass rod used for installation caused creep. They were working to isolate issue to determine if it was installation or a manufacturing defect. This issue showed up on 10-15% of the system at 10<sup>th</sup> and Cherry Heights/1<sup>st</sup> and Webber (Phase V and VI).

Amery stated that issue was one of two things; support member cracked or outer shell shrinking. Orton's opinion was that it wasn't shrinking, the broken central strength member could be wind related. Orton said more analysis was needed.

Amery reported that the segment behind NorCor was behind locked gates, same location as NorCor's expansion. Originally he estimated \$2,000 to make the move, however has been asked to do more, cost increased. NorCor may ask for more money on the easement, cost could go up to \$8,000. Keith is working on the easement. September meeting should have completion date.

It was noted by Ahier that he appreciated receiving the Administrative Policies he would like to review them with the whole Board in September.

Young reviewed the Quarterly Report and asked if the Board would like to see it Quarterly. It was the consensus of the Board to have Young prepare the report Quarterly.

#### Next Meeting Dates:

Regular Board Meeting September 20, 2011 4pm

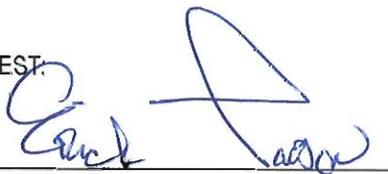
#### Adjourn

Being no further business the meeting was adjourned at 5:27pm

Respectfully submitted:

Izetta Grossman, Recording Secretary

ATTEST:



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Erick Larson