



# QLife Board Meeting - June Minutes

Wasco County

Thursday, June 6, 2024 at 12:00 PM PDT

@ 511 Washington St., The Dalles, OR 97058

## **Attendance**

### **Present:**

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

Guests: Jason Hartmann, Travis Stenhjem (remote), Nancy Werner (remote)

### I. Call to Order

President Weinstein calls the meeting to order at 12:03 PM.

 [Agenda.doc](#)

### II. Approval of Agenda

#### **Motion:**

Motion moved by Scott Randall and motion seconded by Scott Hege. Motion passes unanimously.

### III. Consent Agenda

#### **Motion:**

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

#### A. April 4, 2024 Minutes

 [QLife Board Meeting - April 4, 2024 Minutes.pdf](#)

### IV. Action Items

#### A. MCEDD IGA (Presenters: Matthew Klebes, Kristen Campbell)

Mr. Klebes introduces the IGA in the packet between QLife and MCEDD. It captures the ongoing support that MCEDD has been providing QLife in section two. The county has had a contract with the EDC, which has provided a bit of overlap to QLife, however, he thought it best for QLife to directly engage with MCEDD. We have allocated funds at the budget cycle for this purpose and he is looking for approval from the board.

Mr. Hartmann adds that since Ms. Pipinich's resignation, he will temporarily fill her shoes and MCEDD has extended an offer to a new executive deputy director. Once they are situated, we will figure out a permanent path forward.

 [Q Life-MCEDD IGA 2024 \(00117610xFF57A\).pdf](#)

**Motion:**

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

V. Discussion Items

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

Mr. Klebes informs the Board that we have engaged with a financial advisor and have a contract and non-disclosure agreement in place. He also followed up with Google and Kate Franko and he is happy to report that they are supportive for funding assistance by RISI to assist QLife in the upcoming BEAD grant opportunity. He will be meeting with them next week to discuss the application and timeline.

Mr. Hege asks about the feedback we received for the previous application. Mr. Klebes clarifies that that was around BTAP funding and the feedback was about the way QLife staffs. President Weinstein remarks that it is outdated thinking on behalf of the state and wonders if we should meet with the broadband office. Mr. Klebes concurs with his idea at some point in the future.

Mr. Hartmann adds that he will review the unserved and underserved in our community.

Mr. Klebes notes that the city posted an RFP to address the city WiFi system. A firm should be selected in June by City Council and the plan is to move forward with repair, dismantle the system completely or install a targeted system in a phased approach.

 [PUD - Pole Attachment Rates FY24.pdf](#)

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

Mr. Amery informs the Board that construction for the Klindt Drive project is complete and he is working on splicing. Mr. Hege asks if we have any customers and Mr. Amery responds that there are some phases to be completed before connecting customers so we are a couple of months out from that point.

Mr. Amery reminds the Board of when a dump truck hit a QLife fiber line and notes that a local contractor was able to get a temporary fix in place. He is reviewing two long-term options but all customers are working at this time. Over Memorial Day, another fiber near 4th Street and Safeway went down but it was discovered to be a Century Link connection.

 [20240603 Aristo Technical Management Report.pdf](#)

C. BAT Update (Presenters: Lee Weinstein)

There is no update due to the BAT being on hold.

D. Oregon Connections Telecommunications Conference (Presenters: Stephanie Krell)

Ms. Krell reminds the Board of the upcoming conference.

 [Oregon Connection Conference Registration and Hotel Links.pdf](#)

VI. Finance (Presenters: Shayla Maki)

A. FY25 Budget Adoption (Presenters: Shayla Maki, Mike Middleton)

Mr. Middleton reminds the Board that the budget committee met and the packet includes the proposed budget. There are no questions.

 [Resolution 24-01 Budget Adoption for FY25.pdf](#)

 [FY25 Qlife Budget Summary Sheet.pdf](#)

**Motion:**

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

B. FY24 Audit

Mr. Middleton is presenting for the auditors because they felt they had no need to attend. The audit was clean. There are no questions.

 [GOVERNING BODY LETTER QLIFE 2023.pdf](#)

 [QualityLife Intergovernmental Agency Financial Report 2023.pdf](#)

C. May Financial Analysis

Ms. Maki presents the report in the packet. The Operations fund has a 29.5% year over year overall increase and Charges for Service has an increase of 30.3% over the previous fiscal year. Interest is up but has not yet been posted. Accounts Receivable has \$90K outstanding, but \$63K of that is for one customer for a one-time fee that is expected to be paid this month. Expenses are within budget expectation.

The Capital fund has received the \$30K transfer in. May interest has not been posted yet and there are two miscellaneous USAC payments included this month. Expenses are executing lightly.

The Maupin fund also does not included posted interest and has no expenses. Mr. Middleton adds that we have not received any franchise payments from Blue Mountain Networks but does not see that as a problem now but would like to get it resolved soon.

Reconciliations for April are complete and May will be complete next week.

 [Qlife Financial Analysis 2024-05 May.docx](#)

 [FY24 2024-05 May Financials.pdf](#)

VII. Executive Session (Presenters: Matthew Klebes, Kristen Campbell)

The Board enters into Executive Session at 12:49 PM under ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection. 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.

The Board exits Executive Session at 1:11 PM.

 [Executive Session Script.pdf](#)

A. Outage Report (Presenters: John Amery)

Ms. Krell notes that due to scheduling conflicts, we have to move the next QLife meeting to June 28, 2024.

The meeting is adjourned at 1:14 PM.