



Board of Commissioners Meeting
Thursday | March 20, 2025 | 3:00 pm
Teams Meeting and In-Person at 5900 NE Pinefarm Ct, Hillsboro, OR 97124

Agenda

A. Call to Order

B. Roll Call

C. Approval of Meeting Minutes

1. Meeting minutes from December 19, 2024*
2. Meeting minutes from January 22, 2025*

D. Public Comment

E. Written Communication

F. Finance Report

1. February 2025 Financial Reports (Stout)*

G. New Business

1. Nomination and Election of Officers (one-year term)*
 - a. Chair
 - b. Vice-Chair
2. Consider: Being more proactive with Legislature and use of lobbyist
3. Consider: Reviewing IGA and formula for determining member fees
4. Discussion on IA Non-emergency Call Handling

H. Project Reports

1. Technical Services update (Reese)

I. Director's Report

J. Adjournment

Next meeting June 19, 2025 at 3:00 p.m.

*** Requires Action**

Washington County Consolidated Communications Agency

Board of Commissioners

Meeting Minutes

December 19, 2024

In-Person & Teams Video Meeting

Present Keith Mays, Board Chair, Council President, City of Sherwood
Alan Juilfs, Police Captain, City of Beaverton
Erin Calvert, Assistant County Administrator, Washington County
Bob Wyffels, Board of Directors, Tualatin Valley Fire & Rescue
David Downey, Fire Chief, City of Hillsboro
Cyndy Hillier, Councilor, City of Tualatin
Jamey McDonald, Police Chief, City of Tigard
Ernie Happala, Police Chief, City of King City
Rodney Linz, Fire Chief, Banks Fire

Staff Present Mark Buchholz, Executive Director
Jennifer Reese, Assistant Director
Mike Stout, Chief Financial Officer
Jennifer Kilcoin, HR Manager
Barbi Denman, Administrative Specialist
Amanda Kasmeyer, Accounting Technician

A. Call to Order

Chair Mays called the meeting to order at 3:02 pm

B. Roll Call

C. Approval of Meeting Minutes

Juilfs moved to approve the September minutes as written. Second by Happala. All were in favor and the Motion carried.

D. Public Comment - None

E. Written Communication

1. Financial audit for FY23/24 was wrapped up last week. A *Closing Audit report* from TKW was received. The Auditors have outlined a few errors. (See page 10 of the packet).
2. *Internal Control Letter* from TKW, was also received. It indicates three errors that were caught during the audit. These errors do not rise to the level of a material weakness. All three errors were related to change over in staffing/training. There was also an Accounts Receivable that was not identified along with a general

ledger entry, related to accrued payroll. Lastly, there was a decommissioned tower, Burntwood, the was not removed from list of liabilities/properties.

F. Finance Report

Stout presented the quarterly financials. We received approximately \$1.4 million for the cell phone tax. In October, you will see a negative twenty-five thousand in revenue. This is due to an accounting adjustment from tower site revenue. We have a couple rent sharing agreements with Weyerhaeuser and Stimson Lumber.

Also, in October, there was a large payment of \$1.575 million. This was a transfer from the General Fund to the Capital Projects Fund. A portion of this transfer is to true-up the fund balance, for a project we did a couple years ago, to make the fund balance. The remaining balance of the transfer is to help save funds for a future project, this is the first of four transfers over the next four years.

Currently, the fund balance is around \$2.4 million. This is a bit lower than expected, due to overtime and labor costs.

Hillier moved to approve quarterly financials as presented. Second by Linz. All were in favor and the Motion carried.

G. New Business

Budget Policies and Calendar (Stout)

Agenda Bill – FY26 Budget Calendar.

There were no changes to the Agency's written policies for FY26. This Agenda Bill was reviewed and approved by the CEO board, previously.

Linz moved to approve the Agenda Bill as presented. Second by McDonald. All were in favor and the Motion carried.

H. Project Reports

Technical Services Update

1. Radio Team (Reese)

Activity and Projects:

- Motorola Projects: Remote Security Updates planned on a quarterly basis. This will cause a short radio system outage when updates are pushed. Notifications will be sent at least 48 hours in advance.
- Motorola ActiveEye: Cyber Security Network Monitoring service in implementation today (Dec 1).
- Motorola Smart Connect implemented.
- We have two APX Next devices for short term use but will need to return to Motorola by Dec. 19th.

- JOT form: on-line. <https://forms.office.com/g/uY1tn0sbbK> (QR Code can be provided).
- Site Preventative Maintenance: Met with Motorola's new System Tech and have infrastructure PMs planned to begin in January and laid out over the coming year for Radio Sites, Core Sites, and Dispatch sites. Intermittent radio site outages during PMs, should not affect day to day operations. Core and Dispatch PMs, notification will be sent to accommodate Radio System short outages, as well as Dispatch assistance with making consoles available.
- Station Alerting: Washington County: No updates.
- Backhaul: Continuing to upgrade all the Juniper Site Routers to enhance reliability and supportability.
- Microwave: We are working to close out MNI Project. Continuing to ensure all site links are prepared for winter weather.
- Member Agency (WCN) Preventative Maintenance.
 - PM's for Mobile and Portable Radios.
 - Completed Agencies: Molalla Police; Washington County Parks; Canby Police; Sandy Police; Sandy Fire; Milwaukie Police; Gaston Fire; Tualatin Police; Clackamas FD1.
 - TVFR PM scheduled for Jan-Feb.
- DVRs: Currently configuration stable and ready for deployment. LOFD fully integrated DVRs. Continuing to support LOFD, Canby Fire, TVFR, and other agencies that procure DVRs.
- WAVE (Mobile Devices Radio Use) Units are in evaluation. No official reports from evaluators thus far.
 - We are working on an official document on WAVE PTX use, TGs allotted, fee structure, and license allocation.
 - **Reminder that C800 has dropped all licenses for credit.** As such, anyone desiring to use the WAVE as a C800 user will need to purchase a block of licenses for each of their agencies from Motorola. Emailed Motorola for quotes.
- BDA/DAS
 - Aggressively working with Hillsboro Fire and TVFR to catch up on BDA/DAS systems that need to be updated or agreements approved and signed off by FCC certified technicians. Five BDAs completed this month.
 - We are tracking progress with HBFD and TVFR Marshalls.
- Radio and IT are working to streamline the notification process for outages of Radio and/or CAD.

2. Information and Technology Team (Reese)

Activity and Projects:

- CAD Maintenance
 - October CAD Maintenance was cancelled. CST recently stopped testing Windows updates and patches. The MAJCS tech team now must install, test, and validate patches in our training system before patches can be

installed in the production environment. MAJCS Tech and OPS team are developing a testing plan to validate Windows patches.

- CAD Services
 - MobileUX Development is getting close to completion.
 - FD group still has an issue with hotkey navigation in the query returns are of the MDC. MAJCS is working with CST to see what possibilities we must fix the issue.
- IT
 - WCCCA's Vesta 911 phone system is being upgraded on 10/9 at 04:00. WCCCA IT team will be onsite to support this upgrade.

3. Facilities Team (Reese)

Activity and Projects:

- Pinefarm Facility
 - The storage building has been completed and inspection has been closed with the City of Hillsboro.
 - Quarterly HVAC PM services were completed in November.
- Site Maintenance Status
 - All preventative site maintenance was completed for the month of November.
 - All sites were fueled for winter.
- Site Power Status
 - Contractor is working on the scope of work for Oak Grove Butte to replace the damaged section of the underground power.
- Site Security Status
 - All C800 locks are in the process of being changed to new cores with the exception of Timberline because of current snow levels above the doors on the lower level of the building. Two other sites are left and will be completed by December 31st.
- Vehicles
 - The new Ford Explorer has been upfitted and is now part of the WCCCA fleet. Still waiting on an ETA for the F250 truck from Ford.
- Special Projects
 - No Updates.

I. Director's Report (Buchholz)

- Budget calendar has been created.
- Budget Committee to be assembled.
 - Reminder to all Board Members:
 - Every agency has a representative on the Budget Committee.
 - All agencies have an opportunity to select a citizen or staff member, to join the Budget Committee, giving each agency two positions on the Committee.

- WCCCA will soon be sending out emails requesting representation from all of the Agencies.

Staffing – (Buchholz)

- Ten Call Taker & Dispatcher Trainees (Three on phones / Seven on radios)
- One Dispatcher retired after almost 25 years.
- One candidate starting in January.
- Two conditional offers for March hiring.
- Additional recruitments with candidates at various stages for March hiring group.
- Technical Services Manager – Final candidate in background.
- Custodian – Two in background.
- Training Specialist – Final interviews week of 12/16.

(Buchholz)

- We continue to be in contract negotiations. The current contract expired in June 30, 2024.
- We are moving forward with a new product called “Nurse Navigator”. We are still reviewing the program with AMR’s parent company.
 - The Nurse Navigator program would allow some low acuity calls, that may need some other health type assistance, versus 9-1-1 dispatching ambulances.
- WCCCA is meeting with perspective contractors/vendors that are in the assessment world of 9-1-1 centers. We are looking as a precursor, to move into our Strategic Planning process. We would like to do an assessment of our operation. We are looking for a skilled company to come in and assess everything about our dispatch operations.
 - How we do things.
 - What our current policies and procedures look like.
 - Response times.
 - How we recruit, hire, select and test.
- WCCCA was awarded a SPIRE grant for a snow cat, a couple years ago.
 - WCCCA was recently notified that the State has released the bid.
 - Within the state, WCCCA was one of three awarded.
 - We will continue to contract out the snow services for this year.
 - We hope to have the snow cat by spring and start training our team for next winter.

Questions were raised about storing the snow cat and who is responsible for transporting it off the hill? WCCCA is responsible for trailering the snow cat off the mountain and storing it onsite at Pinefarm.

J. Adjournment

The meeting was adjourned by Chair Mays at 3:32 pm.

The next BOC meeting is March 20, 2025 at 3:00 pm

Washington County Consolidated Communications Agency
Board of Commissioners
Meeting Minutes
Special Meeting

January 22, 2025
Teams Video Meeting

Present Keith Mays, Board Chair, Council President, City of Sherwood
 Alan Juilfs, Police Captain, City of Beaverton
 Erin Calvert, Assistant County Administrator, Washington County
 Bob Wyffels, Board of Directors, Tualatin Valley Fire & Rescue
 David Downey, Fire Chief, City of Hillsboro
 Jamey McDonald, Police Chief, City of Tigard
 Rodney Linz, Fire Chief, Banks Fire

Staff Present Mark Buchholz, Executive Director
 Jennifer Reese, Assistant Director
 Mike Stout, Chief Financial Officer
 Kim Foster, OPS Manager
 Barbi Denman, Administrative Specialist
 Amanda Kasmeyer, Accounting Technician
 Jennifer Cooper, Accounting Specialist

A. Call to Order

Chair Mays called the meeting to order at 1:04 pm

B. Roll Call

C. New Business

1. Agenda Bill – Authorize purchase of network equipment for PDCC

Staff recommends the Board authorize purchase of Arista Networking Switches, Encryption Licensing, and Support Services for a total of \$185,283.48.

WCCCA is a partner in the Portland Dispatch Center Consortium (PDCC) and serves as the fiscal agent. A significant portion of the proposed project purchase is approved for grant funding through the 2022 Urban Area Security Initiative (UASI) grant program (\$167,773). WCCCA's share of the non-grant funded portion of the project is \$5,937.

This equipment is intended to replace older outdated computer network equipment and improve redundancy of the PDCC network.

The 2022 UASI grant closeout is May 1, 2025 and therefore this project must have purchasing and delivery of equipment prior to May 1, 2025.

Vice Chair Wyffels moved to approve the purchase of network equipment from Arista Networking, in the amount of \$ 185,283.48. Second by Linz. "Yes" votes were cast by all present; Mays, Juilfs, Calvert, Wyffels, Downey, McDonald, and Linz.

J. Adjournment

The meeting was adjourned by Chair Mays at 1:11 pm.

February 12, 2025



Washington County Consolidated Communications Agency
5900 NE Pinefarm Court
Hillsboro, Oregon 97124

Dear Sir or Madam,

On February 11th, 2025, at a regularly scheduled City Council meeting, the City of Banks appointed City Councilor Don Giannetti as the City's representative to W.C.C.C.A. Mayor Marsha Kirk was appointed as the alternate representative.

Their contact information is as follows:

City Councilor Don Giannetti
13680 NW Main Street
Banks, OR 97106
dgiannetti@cityofbanks.org

Mayor Marsha Kirk
13680 NW Main Street
Banks, OR 97106
mkirk@cityofbanks.org

If you have any questions or concerns, please contact me at 503-324-5112 or alanter@cityofbanks.org.

Sincerely,

A handwritten signature in blue ink that reads "Angie Lanter".

Angie Lanter, MMC
City Recorder/Assistant City Manager

All trails lead here.™

WCCCA
General Fund

66.7%

	K	Q	R	S	T	X	Y	Z	AA	
	Actuals FY24	Actuals December	Actuals January	Actuals February	Projected March	Actuals FY25 YTD	Projected FY25	Budget FY25	proj. budget variance	% budget
5 911 Telephone Tax	5,691,157	-	-	1,399,774	-	4,179,580	5,559,580	5,450,000	109,580	76.7%
6 Interest Income	458,770	42,843	44,262	39,927	39,000	342,103	498,103	100,000	398,103	342.1%
7 Member & Associate User Fees	11,528,515	970,963	970,963	970,963	970,963	7,767,708	11,651,562	11,652,149	(587)	66.7%
8 C800 Contract Revenue	1,080,162	94,124	94,124	94,124	94,000	752,990	1,128,990	1,109,792	19,198	67.8%
9 EMS Dispatch Fees	458,333	58,333	58,333	58,333	58,333	466,667	700,000	700,000	(0)	
10 Non-Member Contract Revenue	117,987	13,137	13,137	13,137	13,000	105,094	157,094	118,003	39,091	89.1%
11 Maintenance - Members	46,114	15,439	16,099	15,765	3,000	66,539	78,539	20,000	58,539	332.7%
12 Maintenance - C800	22,109	3,292	1,640	1,344	1,000	18,555	22,555	10,000	12,555	185.6%
13 Maintenance - Non-Members	8,507	-	143	1,132	333	3,304	4,637	4,000	637	82.6%
14 Tower Site Rent	167,156	52,092	(11,676)	-	4,500	53,921	64,421	105,672	(41,251)	51.0%
15 Insurance Claims	-	-	-	-	-	-	-	-	-	
16 Miscellaneous Revenue	131,540	1,421	9,524	30,504	2,917	132,735	144,401	143,000	1,401	92.8%
17 Pass Through	26,799	(12,192)	11,182	(189)	-	(8,856)	(8,856)	-	(8,856)	
19 Total Revenue	19,737,149	1,239,453	1,207,732	2,624,814	1,187,047	13,880,339	20,001,026	19,412,616	588,410	71.5%
21 Personal Services	14,961,967	1,268,868	1,254,240	1,173,265	1,342,784	10,242,582	15,623,716	17,443,380	1,819,664	58.7%
22 Materials and Services	2,630,860	123,107	186,346	143,970	269,232	1,972,386	3,272,313	3,975,584	703,271	49.6%
23 Capital Outlay	419,532	19,903	90,036	10,009	93,175	309,751	1,114,105	1,644,100	529,995	18.8%
24 Other, incl. Transfers	-	-	-	-	-	1,575,000	1,575,000	1,575,000	-	
25 Debt Service	155,875	25,615	9,665	1,309	1,936	110,513	150,198	142,557	(7,641)	77.5%
26 Total Operating Expense	18,168,235	1,437,493	1,540,287	1,328,553	1,707,126	14,210,232	21,735,333	24,780,621	3,045,288	57.3%
29 NET GAIN (LOSS)										
30 Beginning Fund Balance	9,778,146	10,251,500	10,053,460	9,720,905	11,017,166	11,347,060	11,347,060	11,347,060		
31 Net Operating Gain (Loss)	1,568,914	(198,040)	(332,555)	1,296,261	(520,080)	(329,894)	(1,734,307)	(5,368,005)		
32 Accounting Adjustment								-		
33 Ending Fund Balance	11,347,060	10,053,460	9,720,905	11,017,166	10,497,087	11,017,166	9,612,753	5,979,055		
35 Fund Balance Policy	9,778,146	4,207,047	4,207,047	4,207,047	4,207,047	3,744,232	3,744,232	4,724,007		
36 Unassigned Fund Balance	1,568,914	5,846,413	5,513,858	6,810,119	6,290,040	7,272,934	5,868,520	1,255,047		
37 Ending Fund Balance	11,347,060	10,053,460	9,720,905	11,017,166	10,497,087	11,017,166	9,612,753	5,979,055		
39 FTE	87.40	85.90	85.90	86.40		86.40		105.10		

A:\Finance\Financials and Monthly Reports\FY 24-25 Financials\08 Feb\

3/7/2025

WCCCA

Capital Projects Fund

	J	K	Q	R	S	T	X	Y	Z
FY25	Actuals FY23	Actuals FY24	Actuals December	Actuals January	Actuals February	Projected March	Actuals FY25 YTD	Projected FY25	Budget FY25
1 Interest Income	32,870	37,525	2,776	2,865	2,594	2,600	22,157	32,557	-
2 Intergovt'l Contracts	-	-	-	-	-	-	-	-	-
3 Wash. Cty. 2016 Bond Rev.	2,527,761	2,789,476	-	-	-	-	-	-	-
4 Transfer In	-	-	-	-	-	-	1,575,000	1,575,000	1,575,000
5 Total Revenue	2,560,631	2,827,001	2,776	2,865	2,594	2,600	1,597,157	1,607,557	1,575,000
6 Materials and Services	-	-	-	-	-	-	-	-	-
7 Capital Furniture	12,512	-	-	-	-	-	-	-	-
8 Wash. Co. Bond Cap. Exp.	2,569,914	2,612,384	-	-	-	-	-	-	-
9 Building Equipment	273,822	-	-	-	-	-	-	-	-
9 Total Operating Expense	2,856,248	2,612,384	-	-	-	-	-	-	-
NET GAIN (LOSS)									
10 Beginning Fund Balance	1,001,639	706,022	2,509,561	2,512,337	2,515,202	2,517,796	920,639	920,639	-
11 Net Operating Gain (Loss)	(295,617)	214,617	2,776	2,865	2,594	2,600	1,597,157	1,607,557	-
12 Accounting Adjustment	-	-	-	-	-	-	-	-	-
13 Ending Fund Balance	706,022	920,639	2,512,337	2,515,202	2,517,796	2,520,396	2,517,796	2,528,196	-

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BOARD OF COMMISSIONERS

Agenda Date: March 20, 2025

Agenda Item: *Informational – Reviewing IGA and formula to determine member fees*

Background

Washington County Consolidated Communications Agency (WCCCA) is formed through an Inter-Governmental Agreement (IGA) under Oregon Revised Statutes (ORS) Chapter 190.

IGA

Within the IGA, Section 3. c. Voting Board, shall be responsible for: Approval of the “User Formula” for calculating fees to participating jurisdictions.

Section 7. b. Funding states “Participating jurisdiction contributions shall be calculated in a manner known as the “User Formula” as described in Appendix A.”

Below is Appendix A in its entirety:

APPENDIX A

COST ALLOCATION PLAN

Agency costs shall be allocated to the users based on factors and metrics such as, but not limited to, the ratio of population, public calls for service, and air time, **as approved by the Board.**

REVIEW

The Agency shall monitor the ratio of costing factors to determine if those ratios provide equitable costs to all users. At each annual Board Retreat, the Director (or designee) shall present a report regarding the efficacy of the costing ratios.

CHANGES TO THE COST ALLOCATION PLAN

The Director, TAC, CEO Board or Board may request a review of the costing ratios. Any review of the cost allocation plan shall occur within the financial planning process and be approved by

the Board. If a review is requested, the Agency Director may convene a member fee sub-committee. The recommendations of the sub-committee shall be presented to the TAC, CEO Board and Board and the Board may modify the costing ratios at such time as the Board establishes user fees for the upcoming fiscal year.

WCCCA BYLAWS – Revised December 2021

Section 2.6 Cap on User-Fees for Non-Voting Membership.

Pursuant to Appendix “A” of the IGA, those consolidated Voting Board members (identified in Sections 2.4 and 2.5 above) from small-city and small- fire-district Agency members, shall have their annual user-fee contribution increases capped at no more than three percent (3%) each fiscal year. The affected Agency members are specifically identified in Sections 2.4.3.10 and 2.4.3.11 above.

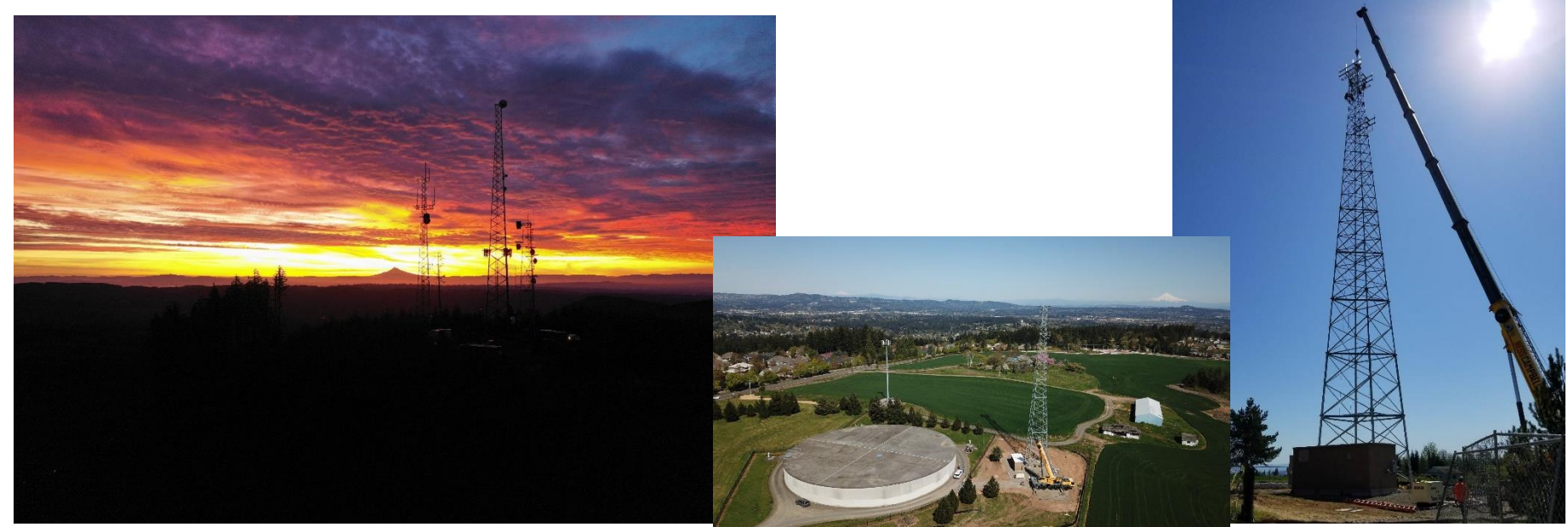
The three percent (3%) cap mentioned in Section 2.6.1 above took effect commencing with fiscal 1999-00 as the “base-year”. The portion of user-fees not paid by consolidated Voting Board members as a result of this section (Section 2.6) is paid by non-consolidated Voting Board members on a proportionate-share-basis of total user fees for Voting Board members whose votes are not consolidated.

Section 13.2.1 Funding Formula and Capital Plan Administrative Directives

Pursuant to the provisions of Article 5 of these bylaws, the Executive Director shall draft and propose administrative directives for:

Documenting implementation procedures for enactment of Appendix “A” of the IGA (herein referred to as “User Formula”).

Identify a process and method for the review of the User Formula as called for in the IGA Exhibit “A”.



WCCCA SYSTEMS STATUS

Technical Services

Manager: Jennifer Reese (Interim)

Radio: Curtis Floyd

IT: Justin Haines

Facilities: Ted Leach

Updated: Mar 12, 2025



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C800 Group



Radio Team

Activity and Projects:

- Motorola Projects: No Major project updates.
 - March 4th upgrades complete.
- JOT Form: on-line. <https://foms.office.com/g/uY1tn0sbbK> (QR Code can be provided)
- Site Preventative Maintenance: Site PMs underway, XX sites complete.
- Station Alerting : Washington County: No updates
 - Clackamas County: Assisting Aurora FD with new station turn up, EHL.
 - SDAO Claim submitted for water damaged Server Stack at Backup location. USDD Servers received, working on install.
- Backhaul: Continuing to upgrade all the Juniper Site Routers to enhance reliability and supportability.
- Microwave: We are working to close out MNI Project. Continuing to ensure all site links are prepared for winter weather.
 - Timberline to Goat having intermittent issues but we are waiting for better weather for crews to assess and repair.
 - Working with MNI to procure spares for longer path links.
- Member Agency (WCN) Preventative Maintenance
 - PM's for Mobile and Portable Radios
 - Completed Agencies: Molalla Police; Washington County Parks; Canby Police; Sandy Police; Sandy Fire (Clackamas Fire District); Milwaukie Police; Gaston Fire; Tualatin Police; Clack FD1; TVFR
 - We are working to schedule next agency: Hillsboro FD as they have upgrades to implement.
- DVRs: Currently configuration stable and ready for deployment. LOFD fully integrated DVRs. Continuing to support LOPD, Canby FD, TVFR, FGF, and other agencies that procure DVRs. Currently working with HBFD and HBPD.
- WAVE (Mobile Devices Radio Use): Units are in evaluation ... No official reports from evaluators thus far.
 - We are working on an official document on WAVE PTX use, TGs allotted, fee structure, and license allocation.
 - **Reminder that C800 has dropped all licenses for credit.** As such anyone desiring to use the WAVE as a C800 user will need to purchase a block of licenses for each of their agencies from Motorola. Emailed Motorola for quotes. So far CCOM has requested how to proceed so they can procure licenses.
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 - Aggressively working with Hillsboro Fire and TVFR to catch up on BDA/DAS systems that need to be updated or agreements approved and signed off by FCC certified technicians.
 - We are tracking progress with HBFD and TVFR Marshals.
 - FGF has two new facilities in their district we will coordinate with.
- Other projects: Working with ODF-West on establishing a microwave link to their Forest Grove facility to carry radio traffic.
 - Yamhill County ARES has reached out to install equipment on Newberg PW tower.
- Motorola Extreme Remote Speaker Mics (XE500) are end of life. They are replacing with XVE500. WCCCA will need to assess if FW is correct for new radios.

Information Technology Team

Activity and Projects:

- **CAD Maintenance**
 - March CAD maintenance will be occurring on 3/12/2025. We will be installing Microsoft security updates and restarting all CAD servers.
- **CAD Services**
 - CAD version 23.1.5.7 has been released. We are trying to upgrade the test CAD environment 3/25/2025. Once the test environment is upgraded, we can start testing and validation of CAD, Legacy MDC, and Mobile UX.
- **IT**
 - Radio Management Firewall upgrade is completed with all services operating normally.

Facilities Team

Activity and Projects:

- Pine Farm Facility
 - Quarterly HVAC PM services were completed in late February.
 - WCCCA's new Custodians began in February and are working on developing cleaning routines and addressing other tasks.
- Site Maintenance Status
 - All preventative site maintenance was completed for the month of February with the exception of the high elevation sites that were still snowed in.
- Site Power Status
 - The View Acres radio site experienced a failure of the ATS controller during the February 23-24 storm. The site was able to continue running on battery power until the ATS could be manually switched back to utility power. Parts are on order to complete repairs.
 - All other sites functioned as expected during the February 23-24 storm. Site fuel levels are still adequate until they can be refueled in the spring.
 - Site access to the Memaloose and Whale Head sites is currently blocked until roads and many downed trees can be assessed and cleared after the windstorm. No ETA yet on this.
 - The final draft scope of work for the Oak Grove Butte underground power line replacement will be published soon for bid requests and was submitted to USFS for review and approval. Of the plan.
 - On February 19th, it was discovered that a motor vehicle had collided at high speed with one of the underground power vaults to the OGB radio site along Highway 224, causing significant damage to the vault cover and vehicle found at the scene. Electrical power was not impacted by the collision and the vault has since been repaired.
- Site Security Status
 - Another lock was found missing on the campground gate to Round Top last week. The lock has replaced.
- Vehicles
 - Fleet vehicle preventative maintenance has been completed for February.
- Special Projects
 - No updates.