



## **Frontier Telenet Board of Directors Regular Meeting Minutes (approved)**

**Meeting Date/Time:** November 28, 2018  
**Meeting Location:** Jeanne E. Burch Building  
401 Fourth Street, Fossil, Oregon  
**Meeting Minutes Approved:** December 21, 2018

The regular meeting of the Frontier TeleNet Board of Directors was called to order by Chairman Judge Steve Shaffer at 10:02 AM. This meeting held in the Jeanne E. Burch Building, 401 Fourth Street, Fossil, Oregon.

Directors Present: Judge Steve Shaffer, Judge Gary Thompson and Judge N. Lynn Morley.

Also Present:

- Todd Cox, Ryan LeBlanc and Steve Wynn of Day Wireless Systems;
- Tom McCoy and Joe Dabulskis, Sherman County Commissioners;
- Jeanne Dabulskis;
- Mike McArthur, Frontier Advocates;
- Kathrine Greiner, City of Condon;
- Jim Deason and Ruben Cleveland, Frontier TeleNet Legal Counsel (both by telephone); and,
- Mike Smith, Rob Myers and Jeanne Burch, Frontier TeleNet administration service providers.

Steve Shaffer declared a quorum was present.

Minutes: Minutes of August and October 2018 were reviewed. Some changes that had been requested in August have been made and Lynn Morley moved to approve the August 17, 2018 minutes as corrected. Motion seconded by Steve Shaffer. Motion Carried with all present voting aye.

Moved by Gary Thompson, seconded by Lynn Morley, to approve October 16, 2018 Minutes as presented. Motion carried with all present voting aye.

Financial: Financial Statement for October 2018 reviewed by Directors. Moved by Lynn Morley, seconded by Gary Thompson, to approve October 2018 financial report as presented. Motion carried with all present voting aye.

IT and System Updates and Progress Report: Steve Wynn and Ryan LeBlanc, Day Wireless Systems, reported that there had been a failure of the NCESD and Gilliam Courthouse Link. A temporary repair has been put in place while a permanent repair completed. Gilliam County is converting to the 700MHz radio system. There are some problems in the North end of County that will be resolved. There is a new tower at Roosevelt and this will help this problem. Initial testing has been positive. Steve Wynn attended the State Radio Conference on Public Assistance Systems. Steve Wynn was pleased to report

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that Frontier TeleNet is considered a major system in the State of Oregon. Steve Wynn also said it is very important that Frontier TeleNet stay connected to members of the State Radio System. Frontier TeleNet provides backhaul service for many providers but is the primary connectivity provider for Frontier Regional 911 and the multiple emergency services agencies it serves. Frontier Regional 911 cannot connect to emergency systems without Frontier TeleNet. It is important that the system stay robust to provide connectivity. Steve Wynn and Ryan LeBlanc both reported that Day Wireless monitors the system 24 hours a day and are required to respond to any emergency with the system immediately. There is always a Day Wireless technician available 24 hours a day to respond to any emergency, within a short period. There was a severe weather situation on Thanksgiving Day and the Frontier TeleNet System work very well with no downtime.

Ryan LeBlanc reported that Day Wireless Systems is still working on the Wheeler County Broadband Project. Phase No. 5 has been started. The original Antelope Site, for this project, is not available. A new site has been identified in the Bakeoven area. Day Wireless owns a site that is already developed. Wheeler County has agreed to start this phase of the project at this new site and FCC Applications have been submitted. This site provides everything that Frontier TeleNet needs without additional costs. This is also a good site for communication with Jefferson County. Ryan LeBlanc has also been identifying solar sites in Wheeler County.

Steve Wynn reported that several years ago Frontier TeleNet started a project to link county emergency agencies to Oregon State Police. This system is working very well and county law enforcement can communicate with Oregon State Police and vice-versa. There is much coordination between Frontier TeleNet and Oregon Department of Transportation who manage the system. The system lets everyone connect statewide for emergency services and the project was completed within the last few weeks.

Steve Wynn added that at the State Radio Conference there was a discussion on the risk from emergencies such as fire and earthquake. It is critical that the Frontier TeleNet system be maintained to the highest standards and important to limit internet providers so that retail will not be interfering with emergency systems.

#### Business and Marketing Report:

Mike Smith, Marketing Director, gave the following report.

1. Solar sites. Mike Smith has been working with the solar company that the State of Oregon uses as they are the most reliable. These systems are good for sites that have no power or usable roads for propane. There is communication with the sites and agreements with land-owners to remove snow is important. These sites will operate six weeks without sun. Cost of each unit is estimated to be about \$10,000.00. Joe Dabulskis asked about fire protection. Steve Wynn replied that fire protection is critical with Day Wireless installs. One of these systems is being built now and if successful, six more will be built. GOBHI has a grant to serve 12 counties in Eastern Oregon and their clients are in remote areas. These systems would be cost savings and also succeed in GOBHI mission to serve these counties.
2. Cell Companies/Sherman Co. FTTH Project. Working with Cell Companies in the area and also on the Sherman County Fiber to Home Project. Have been working with Windwave and

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Gorge Net and homes in Sherman County are being connected. Wheeler County has issued an RFP to find responsible internet providers for Wheeler County residents.

3. RTG/Wheeler County. Working daily with RTG to connect the Wheeler County homes. Usage is going up and many in Wheeler County are reporting better service. The homeowner owns the equipment that RTG installs on their property.
4. Windfarm Inquiry. A windfarm has asked for connectivity. It was found that this windfarm can connect to the system on an area grain elevator and also a homeowner will have connectivity. Also possible to connect to a substation at Klondike.
5. Gilliam County. Asked if Gilliam County still wants an update. Steve Shaffer replied that Gilliam County would need an estimate of the costs and Mike Smith should check with the Gilliam County Court. There was also a discussion on how to update the Sherman County equipment. Day Wireless will work on a proposal for this project.
6. With new Directors coming in January 2019, Mike Smith stated he is always available to explain how the system works.
7. RFP from Rufus to Wasco. Attorney Jim Deason is working on this update and reported that he and Attorney Ruben Cleaveland are working on the specifications. These specifications are being reviewed and will be sent to the Frontier TeleNet Directors and be available to discuss at the December 2018 Meeting.
8. Wasco County 911. Tom McCoy reported that Wasco County is anxious to use the services of Frontier Regional 911 Dispatch. There will need to be a backup site at Rufus. Steve Shaffer explained that 911 phone tax cannot be used for buildings and is only available for radio type equipment.

E-rate Update: Steve Shaffer reported that the erate funding for the 2017-2018 year had not been received. Frontier TeleNet has been supplying internet service to the schools for all this time without receiving payment. This has caused a shortage of funds for Frontier TeleNet. Attorney Jim Deason has been working on obtaining the erate since March 2018. In August questions were received from USAC. Jim explained that these questions have been answered and submitted by the written response in October 2018. Invoice for 2017-2018 is \$236,436.50. An outside consultant has stated that Frontier TeleNet has done everything correct and should expect these funds. The erate award for 2018-2019 has not been made as of now.

Frontier TeleNet Future Funding: An extensive discussion held on the future funding for Frontier TeleNet. Steve Shaffer presented a system map and a spreadsheet showing income and expenses. Steve Shaffer explained how to read the map that shows the Frontier TeleNet System. Steve Shaffer explained how to read the spreadsheet for income and expense that he has provided. The discussion centered on whether Frontier TeleNet can continue to provide internet service. Counties must provide and pay for public safety communication systems. Other counties have different methods for financing these systems. North Central ESD (NCESD) is putting out an RFP for a fiber build to supply Fossil, Spray, Mitchell and Condon Schools. There are many unknowns on how this system will work regarding the Erate funds. Jim Deason commented that the NCESD is the largest internet and wide area network transport customer of Frontier TeleNet. Steve Shaffer reported that NCESD would be joining with

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Columbia Gorge ESD to provide service. Steve Wynn demonstrated what the radios look like that are on the road and headsets that 911 system operators wear. In between is the Frontier TeleNet system. Steve Shaffer went on to explain that Frontier TeleNet will be running out of funds at the end of December and income will be needed for January expenses. Steve Shaffer reported his first thought was to discuss this situation with the Frontier Regional 911 and request additional funds from that organization. Steve Shaffer explained how the funding works for Frontier Regional 911 through the phone tax. The most Frontier Regional 911 could give to Frontier TeleNet would be \$154,000.00. Any shortfall after that would need to be made up by the member counties. Jeanne Burch mentioned that the funds dedicated to Cottonwood Park Project could only be used for that purpose and \$187,131.00 in investment account belongs to the Cottonwood Park Project. Tom McCoy stated that a business plan is needed to solve long-term cash flow. Tom McCoy asked if Frontier TeleNet needs to look at other business models? A discussion followed explaining how the Sherman County project will work with Gorge Net and how services will be paid. Mike Smith stated that Sherman County Schools had been offered free service for one year. Frontier TeleNet would not be able to do this. Jim Deason explained how erate works with the schools and why Sherman County Schools are in a different consortium than the Gilliam and Wheeler Schools. By the next meeting there will be an initial high-level service audit report estimating how much it costs Frontier TeleNet to provide services. A discussion followed on whether leasing out the internet services that Frontier TeleNet provides would be an alternative.

Bylaws Update: Legal Counsel Ruben Cleaveland discussed updating Frontier TeleNet Bylaws. These bylaws originally adopted in 2003. The NCESD is no longer on the Frontier TeleNet Board of Directors and the bylaws need to reflect this fact. Ruben Cleaveland is sending an outline to the Frontier TeleNet Directors on how the organization should be structured. Also suggested that bylaws include an administrative officer.

Other: Steve Shaffer discussed the need for Frontier TeleNet to receive funds now owed to the organization and the need to perhaps give a 30-day notice to contractors in an effort to reduce future monthly expenses. Steve proposed that letters be sent to two contractors giving notice of termination. Moved by Gary Thompson, seconded by Lynn Morley that Mike Smith dba as Connections, LLC and Rob Myers dba R.E. Myers and Associates be sent a letter terminating their contract 30 days from the date of the letter. Motion carried with all present voting aye.

Public Input/Comment: It was noted that web site is still not working. Steve Wynn, Day Wireless System asked that everyone understand that the emergency system in the area is dependent on Frontier TeleNet.

Next Meeting/Adjournment: December 21, 2018 in Moro with the Directors touring the Erskine Site. There being no further business, the meeting adjourned at 12:47 PM.

Approved:

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Judge Steve Shaffer  
Chairman of the Board

Approved by Board: December 21, 2018