

**Northeast Minnesota Regional Radio Board Meeting  
Hibbing City Hall  
January 8, 2009; 10:00 a.m.**

**Board:** ( = present;  = not present)

<input type="checkbox"/> Mark Wedel/Aitkin	<input checked="" type="checkbox"/> Thomas Clifford/Lake
<input checked="" type="checkbox"/> Marvin Bodie/Carlton	<input type="checkbox"/> Stephen Hallan/Pine
<input checked="" type="checkbox"/> Jim Dowson/Cass	<input checked="" type="checkbox"/> Peg Sweeney/St. Louis
<input type="checkbox"/> Robert Fenwick/Cook	<input checked="" type="checkbox"/> Tony Cuneo/Duluth
<input checked="" type="checkbox"/> Paul Thiede/Crow Wing	<input type="checkbox"/> Tim Harkonen/Hibbing
<input type="checkbox"/> Rusty Eichorn/Itasca	<input type="checkbox"/> Tim McBride/International Falls
<input checked="" type="checkbox"/> Kevin Troupe/Kanabec	<input type="checkbox"/> Jeff Damm/Virginia
<input checked="" type="checkbox"/> Charles Lepper/Koochiching	<input checked="" type="checkbox"/> Scott Camps/NE RAC

**Alternates:** ( = present;  = not present)

Steve Ovick/Pine County

**Guests Speakers:** Sheriff Pat Medure (Itasca County); Tom Hannon (Governance Consultant)

### **CALL TO ORDER**

The meeting is called to order at 10:07 a.m. by Chairman Jim Dowson, Cass County.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance is said by all in attendance.

### **ROLL CALL/INTRODUCTIONS**

Introductions are made around the room. See attendance above.

### **APPROVE THE AGENDA**

A motion is made by Commissioner Lepper and seconded by Councilman Cuneo to accept the agenda. Upon a vote, the motion carries unanimously.

### **REVIEW AND APPROVAL OF MINUTES**

- Commissioner Sweeney moves to accept the December 17, 2008, minutes, which is seconded by Commissioner Troupe. **There was a correction** on page 2, of the December 17, 2008, convening minutes. It states incorrectly that a motion was made to accept the *minutes*. It should read: *A motion was made to accept the agenda*, as there was not a prior meeting with which to accept minutes. The corrected minutes will go out in an e-mail to all members.

### **REPORTS FROM STANDING COMMITTEES**

RAC representative Scott Camps presented an update on RAC operations. He reports that the RAC elected Marcus Bruning as 2009 Chairperson; requested that RAC members

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be prepared with User and Owner & Operator Committee appointments at the January meeting; and that the RAC designated Sheriff Pat Medure and Tom Hannon to develop 2009 budget recommendations for the Regional Radio Board.

**UPDATES**

Tom Hannon reports to the Board that other regions are working on their expense policies, grant applications, and the development of their tactical interop communication plans (TICP) and use of Homeland Security grant money to fund that process.

**OLD BUSINESS**

Discussion of the Bylaws regarding number 8 on page 2, as it pertains to notification of special meetings.

- Motion by Commissioner Thiede to change *Article V, number 8, to read: **Special meetings of the Board may be called by the Chair at his/her discretion, and strike the words “with the consent of a majority of the board.”*** Commissioner Lepper states that he supports the motion to change the wording in the Bylaws. Upon a vote, the motion carries unanimously.
- There is also discussion regarding Article VIII: Amendment of Bylaws. They must be accepted on an interim basis and acted on officially at the next meeting because there has been a modification and there needs to be a 10-day notification to Board members of the change. Commissioner Thiede states he would feel more comfortable if they were adopted at the next Board meeting.
- Motion by Commissioner Sweeney to change *Article V, number 2, to read: **Meeting cancellation. Regular meetings may be cancelled by the Chair. The rest of the sentence will be eliminated.*** Motion is seconded by Commissioner Thiede. Upon a vote, the motion carries unanimously.
- Commissioner Sweeney also points out that there is a typo on the first page under Article III, number 2. The end of the last sentence should read County Commissioner *or* City Councilperson (not ‘of’).

Motion made by Commissioner Sweeney to accept the amended Bylaws on an interim basis pending final approval at the next meeting. Commissioner Bodie seconds the motion. Upon a vote, the motion carries unanimously.

**NEW BUSINESS**

- **Consideration of Proposed 2009 Budget:** Itasca County Sheriff Pat Medure presents the RAC recommendations for a 2009 Regional Radio Board budget. The recommendation includes total expenses of \$28,430 offset by 2008/2009 PSIC Grant funds totaling \$25,500 with a \$5,100 local match for a total of \$30,600. The RAC recommendation included eight (8) different models for allocating costs among the partners. The printed budget recommendation is attached.

Chairman Dowson asks where the tribes fit in regarding contributing. Sheriff Medure states the Mille Lacs tribal governments cannot be members of joint powers boards. Leech Lake tribal members indicated they have no problem. Bylaws would have to be changed if that happened. Scott Camps adds that Mille

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Lacs Council in DC stated that they could sign mutual aid agreements but not joint powers agreements because they are a sovereign nation. Much discussion follows over the difference of options depending on the tribal governments.

Commissioner Lepper asks if the tribal entities could participate financially through a contractual relationship with the RRB. Tom Hannon states it could be done that way. Commissioner Sweeney suggests discussing tribal matters at a later time and working on settling equitable distribution of funds at this time. Itasca County Sheriff Medure states that in the end, we need to raise \$5100. Chairman Dowson asks if 911 money can be used for that. The answer is no.

Duluth Councilman Cuneo asks if there was a common theme throughout the state. Tom Hannon stated that the other five boards used the Equal Shares/Population/Radios; County Population Only model. Sheriff Medure points out that the numbers of radios are not totally accurate, as the studies are not completed yet.

Commissioner Thiede states that he senses that the \$5100.00 is separate from any future grant matches and is concerned that once a precedent is set, sometimes that precedent is followed.

Commissioner Clifford asks how federal agencies are incorporated into this allocation. Sheriff Medure explains only counties and cities are involved.

Councilman Cuneo asks if the residents of the cities of Duluth, Virginia, and Hibbing are being charged twice in the Equal Share/Population/Radios/All--if they are being included in St. Louis County. Tom Hannon states they would be, but they would not be in the model below with population distribution based only on county population.

Motion made by Kanabec County Commissioner Troupe to approve the RAC recommendation for a 2009 Regional Radio Board Budget and select the distribution model with 50% equal shares, 25% based on number of radios and 25% based on county only population. Koochiching County Commissioner Lepper seconds the motion. Commissioner Thiede wishes to support the motion but wants the record to show he is expressing concern that the model picked not become a precedent for all grant money received and asks that the minutes reflect this concern. There is general support for his concern. Upon a vote, the motion carries unanimously.

Sheriff Medure states that it is his understanding that the radio numbers given in the model (which are assumptions, except for Itasca County) will be used to leverage other dollars in order to have operating dollars for the Regional Radio Board.

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Jim Dowson asks when this money needs to be collected. Tom Hannon states that the Joint Power Agreement provides that the partners need to pay it within 30 days of receipt of the bill. He points out that the next time around--in a normal budget process--we will be dealing with the issue in June of 2009 and the partners will all have the opportunity to take it back to their governing bodies for discussion. This is just the match to do the administrative things. Jim Dowson asks who will invoice the entities. Answer: Itasca County/Nell. Invoices will go to city/county administrator, unless otherwise designated.

- **User and Owners & Operators Committee update:** RAC Board member Scott Camps informed the Board that following the December RRB meeting, the RAC directed all members to obtain the administrative appointment of five representatives from each party to the Agreement for the User Committee and one representative from each party to the Agreement for the Owners and Operators Committee. It is expected that the RAC will be able to further update the Board of the progress of these committees following the January 21<sup>st</sup> RAC meeting.

Lake County Commissioner Tom Clifford requested an explanation of the Owners & Operators Committee. Tom Hannon responded that there are three Committees provided for in the Joint Powers Agreement: The RAC; the User Committee; and the Owners & Operators Committee. RAC has one staff person from each party that is management and policy in nature; User Committee has the firefighters, dispatchers, ambulance folks, etc. There are five from each party. This group gives the Board the sense of what the user community needs relative to policy and procedure. The RRB has the ability to establish technical and operating standards for the region. This committee has one representative from each part of the agreement that is responsible for the operation and management of the communications assets of each of the parties. It should not be the same person that serves on the User Committee, but it could be a person who serves on the RAC. These individuals will have the unique perspective of technical and operational advice. Therefore, you get the broad technical public perspective from the RAC, the user perspective (which is the "push to talk" group/boots-in-the-street piece) and you get the communication experience from the Owners & Operators representative.

Chairman Dowson asks who puts the web pages together for the other regions. Tom Hannon states it is a mixed bag; common theme is the administrative agent is doing it. It does reduce costs of postage, copying, etc. For the NE MN RRB, Grand Portage is going to be building the website.

- **Future Meetings:** Steve Ovick, Pine County, asks if we could combine RAC meetings with the RRB meetings. Video conferencing is also mentioned. Commissioner Sweeney believes it is healthy to meet in person, learn about each other, etc., which you cannot do with video conferencing. She asks that the meetings be face-to-face until everyone learns more about each other.

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Commissioner Thiede mentions that the video conferencing could be considered during a special meeting.

Scott Camps states that part of the 2008 funding to the 11-county region, is to get video conferencing equipment available in all 11 counties and the city of Duluth. There would be the capability to link up to 40 individual sites. This will be available to the NE RRB as well.

**The next meeting: BRAINDERD/CROW WING - Transportation  
Building**

Date: February 12, 2009

Time: 10:00 a.m.

Scott Camps also talks about the available grant funding, which will be sent to Nell and e-mailed to the NE MN RRB members.

Commissioner Sweeney suggests expenses incurred for these meetings should be paid out of county funds from each entity and anything extraordinary (training, etc.) should come from grant funding.

Commissioner Bodie states that we need to officially proclaim Itasca County as the fiscal agent, as there was nothing to reflect it in the minutes. Commissioner Thiede makes the motion that the NE MN RRB confirm the decision that the administrative designation also include Itasca County as the fiscal agent of the NE MN RRB. Carlton County Commissioner Bodie seconds the motion. Upon a vote, the motion carries unanimously.

12. The meeting adjourns at 11:58 a.m.