

# Northeast Minnesota User Committee

## MINUTES

WEDNESDAY  
NOVEMBER 4<sup>TH</sup>, 2009 10AM

BLACK BEAR CASINO/HOTEL

MEETING CALLED BY	Capt. Erik Jankila
TYPE OF MEETING	
FACILITATOR	Capt. Erik Jankila
NOTE TAKER	Jim Iammatteo
TIMEKEEPER	Jim Iammatteo
ATTENDEES	Erik Jankila(Hibbing Fire), Jeff Madsen (Hill City PD), Jim Iammatteo (Hibbing Fire), Leif Lunde (Cook County), Mark Stansberry (North Ambulance), John Bowen (Crow Wing Co. Sheriff), Kerry Swenson (Cass Co Sheriff), Trevor banks (St. Louis Co Sheriff), BJ Kohlstedt (Lake Co EM), Pat Lee (Arrowhead EMS), Marcus Brunning (St. Louis Co), Monte Fronk (Mille Lacs Reservation), Kevin Schroeder (Cloquet Area Fire District), John Themmes (Southern St. Louis County), Doug Rotter (Carlton Co Sheriff/Mercy Hospital), Dana Putzke (Duluth PD), Sam Ojibway (Fond du Lac PD), Cassie Diver (Fond du lac EM)

### Agenda topics

CALL MEETING TO  
ORDER/INTRODUCTIONS/ROLL CALL/ADOPT  
MEETING MINUTES

E. JANKILA

DISCUSSION	Meeting called to order at 1008AM. Introductions and Roll Call completed. Minutes tabled, motion by BJ Kohlstedt, second by 2 <sup>nd</sup> by Standsburry.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRESENTATION TO ST. LOUIS CO. BOARD

MARCUS BRUNING

DISCUSSION	Marcus discussed the meeting he had with the county board about the ARMER system and transition to that or VHF narrowband(2012 deadline). In St Louis Co, there are 185 agencies (fire, police, ems) on the radio system. Public works is or will be narrowband compliant very soon. P25 compliant equipment cost approximately the same as 800mhz radios. 31 towers in St Louis Co, with equipment that is reaching the end of its life. Geocom study was completed. Federal Engineering study complete. 4 options provided to the board. Option one stay the same and proceed with VHF narrowband. Option two would be law enforcement only to 800mhz and keep fire/ems on VHF. Option three would have fire/ems and law enforcement on 800mhz. Option four would put everyone on 800mhz. Option 2 would cost 5-6 million, option 3 would cost 9 million and option 4 would cost approximately 17 million dollars. The county board will make a decision early in December and that would have a direct affect on adjacent counties as to how they decide to proceed. 800mhz does not support paging and maintenance of the system was questioned.

<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

LETTER TO NERRB

KERRY SWENSON

<b>DISCUSSION</b>	Kerry Swenson talked about RAC and State Radio Board and Regional Radio Board. Mike Hagan (MNDOT) called Kerry to say that their project is moved forward by about 6 months. Maps with identified sites were sent to Kerry. Previous to this group meeting, they could not get this to move forward. Kerry thanked the group because it did help the counties to get this agenda item pushed forward.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

RADIO MEETING ST. CLOUD

E. JANKILA

<b>DISCUSSION</b>	Leadership meeting in Saint Cloud provided a lot of information and education. Contacts were made and a lot of learning. Well worth the time. The next meeting will be in Saint Cloud on January 25 <sup>th</sup> , 2010. MNDOT building 10am to 3pm.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

COMMITTEE MEMBERS SERVING ON REGIONAL RADIO BOARD (AND ALTERNATE)

E. JANKILA

<b>DISCUSSION</b>	We need a liaison person and alternate to serve to the RAC. Monte Fronk is willing to serve in this role and Erik Jankila would serve as well.	
<b>CONCLUSIONS</b>		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

RAC CORRESPONDENCE

E. JANKILA

<b>DISCUSSION</b>	RAC meeting information will be included at future meetings and will be added as an agenda item.

<b>CONCLUSIONS</b>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

POLICIES AND STANDARDS

E. JANKILA

<b>DISCUSSION</b>	The request has been passed down to the user group from RAC. E. Jankila brings forward to spend 2 hours per meeting to go about adopting policies and procedures, little by little. This will come from the radio board website. 2 policies at a time. Erik will bring the first time policies to the next meeting. Erik asked how long we should have meetings last, and it was agreed that 2 hours was tolerable.

<b>CONCLUSIONS</b>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Erik Jankila to bring the first set of policies to work on and adopt		

AGENDA ITEMS

E. JANKILA

<b>DISCUSSION</b>	Agenda items. If there are items that need to be placed on the agenda, let Erik, Leif or Jim know and we can get those items on the agenda in a timely matter. Erik wants agenda items placed on the agenda early versus at the last minute.

<b>CONCLUSIONS</b>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

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MEETING LOCATIONS/FREQUENCY

E. JANKILA

<b>DISCUSSION</b>	December 2 <sup>nd</sup> , 2009, the meeting will be held in Crow Wing County at Brainerd Fire Department 10AM. ITV possible to use as locations have been getting their ITV equipment.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

GENERAL DISCUSSION ITEMS

E. JANKILA

<b>DISCUSSION</b>	Radio 800 MHZ coverage. Radios are available to try. Tim Thomas is a wonderful resource. Patches on the radio system work well. Training on 800mhz is difficult, but Saint Cloud Fire members agree they wouldn't switch from 800mhz to VHF.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

Adjourn

E. Jankila

<b>DISCUSSION</b>	Motion to adjourn by Monte Fronk and 2 <sup>nd</sup> from Leif Lunde	
<b>CONCLUSIONS</b>	Meeting adjourned at 1200	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>