

**Northeast Regional Advisory Committee Meeting
Wednesday, June 19, 2010
10:05 a.m., Itasca County ITV Host**

Proceedings:

Chair Marcus Bruning calls the meeting to order at 10:05 a.m. This was our third ITV meeting. Roll call attendees are as follows:

1. Arvid Dahl, Grand Portage Reservation
2. B.J. Kohlstedt, Lake County Emergency Management Coordinator
3. Bill Bernhjelm, DPS/ARMER
4. Brian Belich, Carlton County Sheriff's Office
5. Brian Youso, Koochiching County Sheriff's Office
6. Bruce Hegrenes, St. Louis Co./Communications
7. Chris Lentz, Motorola
8. Dana Putzke, Duluth Police Department
9. Dewayne Kvande, Roger's Two-Way Radio
10. Erik Mack, DSC
11. Jim Wiinanen, Cook County Emergency Management
12. John Bowen, Crow Wing County Emergency Management
13. Karla White, Aitkin County Sheriff's Office
14. Ken Johnson, Crow Wing County Sheriff's Office
15. Marcus Bruning, St. Louis County Sheriff's Office
16. Mark Smith, DSC Communications
17. Mark Stansberry, North Memorial Ambulance
18. Nell Hoey, Itasca County Sheriff's Office
19. Pat Coughlin, Minnesota DNR
20. Pat Medure, Itasca County Sheriff's Office
21. Randy Fisher, Cass County Sheriff's Office
22. Rey Freeman, GeoComm
23. Scott Camps, St. Louis County Sheriff's Office
24. Scott Heide, Crow Wing County
25. Steve Olson, Lake County Sheriff's Office
26. Steve Ovick, Pine County Sheriff's Office
27. Terry O'Connor, Leech Lake EMS/TERC
28. Tony Pogorels, Hibbing Fire Department

I. INTRODUCTIONS

Introductions are made by those in attendance.

II. MINUTES FROM PREVIOUS MEETING

MOTION made by Pat Medure to accept last month's minutes as submitted. Karla White seconds the motion. Upon a vote, the motion carries.

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III. REPORTS OF COMMITTEES

A. Training (Mark Falk)

Mark is absent. Jim Wiinanen asks about the e-mail from John Anderson regarding ARMER training. Bill Bernhjelm will check on it and get back to Jim.

B. Policy (Pat Medure)

Pat states that there is nothing to report at this time. He brings up the e-mail from Bill Bernhjelm regarding representation on the SRB. Bill comments that the current holder of the seat is interested in passing on the position, so there is a standard needing to be finalized so someone can sit in the seat for one year and each region would have an opportunity in a rotation to sit on the Board. Bill states that there would be an alternate appointed so they could move up at the conclusion of the one-year term of the person in the seat. Rotation goes by dates of when RRBs were formed. The order is as follows: Central is currently holding it; NW is next, then SE, SW, South Central and then NE.

MOTION made by Pat Medure to approve representatives from the regions to sit on the State Radio Board and to move this forward to the RRB for approval. Steve Ovick seconds the motion. Upon a vote, the motion carries

C. Technical and Operations (Steve Ovick)

Steve reports that the Pine County Participation Plan was approved by their board yesterday.

D. SRB Operations and Technical (Bruce Hegrenes)

**(Bruce appears later in the meeting; so this is out of order) Bruce states that they met a week ago Tuesday and there were limited participation plans seen. Bruce stated that five entities received base stations and the rest that have applied need to do a limited participation plan, unless they have their participation plan completed. Forms are available. Bruce states there are some discrepancies. He states that you are not allowed to have the L-Tacs, which are the encrypted, super-secret talk groups, as those are only allowed in a dispatch center. Bruce states that all agencies are considering going to ARMER, with the exception of the NW Region and three other counties (one in our region and two in South Central). Steve Olson asks who is applying for limited participation plans. Bruce states that some are PSAPs wanting base stations and some are agencies that are going to be transitioning because the equipment is available and they do not have their full participation plan done.

E. SRB Interop Standing Committee (Scott Camps)

Scott states that they had a conference call on June 10, 2010, and North Dakota talked a little bit about their communication status along our border and there are intended updates from Wisconsin in the works. There was an update on the Canadian Border Interoperability Demonstration Grant. Scott states that there are a number of standards still in draft form. Scott states that there isn't much going on with the grant workgroup, as there isn't much out there at this time.

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F. Regional CASM (Karla White)

Karla reports that contact information is still being worked on and monthly training is still going on. Karla states that she sent Dewey an e-mail, trying to get someone for Duluth, Virginia, Hibbing, and International Falls.

G. NERAC Interoperability Committee (Scott Camps/Tim Thomas)

Nothing to report.

H. User Committee (Steve Olson)

Steve Olson states that the Owners and Users met jointly in Carlton and that Bill Bernhjelm did a Radio 101 presentation and Tom Justin conducted a fleet mapping presentation. Steve states that it was fairly well attended and very informational. Steve states that they are working on five policies, have had others look at it, and will be bringing it before the RAC in July. Marcus asks if it was beneficial to combine the meetings. Steve states that he is a little concerned about what the responsibilities are of each group, but when it comes to approving policies, he believes it will expedite matters.

I. Owners and Operators Committee (Steve Olson)

Owners met with Users (see above information).

IV. Old Business

A. ARMER Update (Bill Bernhjelm)

- Bill states that the system construction continues. He states that more sites are coming on the air--several sites in the Northwest Region.
- PSIC Grant allocation will be discussed later.

B. Website (Nell Hoey)

Nothing to report.

C. TIC Plan Update (Scott Camps)

Scott states that the TIC Plan was approved by the RRB at the May meeting and signatures are needed from each of the joint powers agencies. Nell states that it will be going to Cook County next, as she just received it the day before. Scott states that after it goes around and is signed, the signatures will go in the TIC Plan books and a digital copy should be available to everyone.

D. Jurisdictional Updates

No grants or projects that are being worked on at this time.

E. Tribal Entities (Monte Fronk)

Monte was unable to be at the meeting, but he called Nell prior to the meeting to state that when the topic of allocating PSIC funding arises, the five tribes are definitely interested in receiving some of that money and he would support that as well. **Later in the meeting, Pat Medure reminds the group that in the past, the tribes were not part of the JPA; however, now legislation has passed to allow

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them to be a part of it. He states that if they are interested in the PSIC dollars, we will have to take a look at changing our JPA. Marcus states that we may have to look at it after the law takes effect (August). Bill Bernhjelm reminds the group that Monte was going to contact the tribes and get back to the RAC to see if there was interest in joining the JPA and adds that this endeavor is probably still in progress. Bill adds that the PSIC grant requires that the dollars be made available to tribal units and NGOs and that each member agency was to make contact with those entities regarding the last allocation. Chair Bruning states that the PSIC grant funding is a separate issue from the tribes joining the JPA. Marcus states that we should table the JPA issue until we hear from Monte. Marcus relays that we should encourage agencies to contact tribal entities within their realm and report back during the July meeting. The consensus is that this is a good idea.

ADDENDUM: As per our conversation I have forwarded the question about Tribes joining a JPA to my contacts at Grand Portage, Bois Forte, Leech Lake, Fond Du Lac and asked them to bring this new information to their Tribal attorneys and see what their thoughts would be to want to join the NE Region JPA. I informed them of the time issue that is took to complete the last one and if by wishing to join the current one the time it may take to complete it. Once I hear any information back from any of these Tribal Governments I will let you know for the NE RAC and RRB.

Monte Fronk
Mille Lacs Reservation DPS-EM

F. Expense Form (Nell)

Nell reports that Dewey came up with a new expense form with automatic calculations and was not sure if we needed permission to make that change. She asks if the RRB needs to okay it as well. Marcus states he believes it is a business practice and it should not be an issue. Nell will send it out to everyone so they can start using it.

V. New Business

A. PSIC Grant Funding Extension (Scott Camps)

Scott has a handout, which will be e-mailed later. Scott reminds the group that the extension of the PSIC grant funding goes to September of 2011 and there is also a reallocation of funds for each region. Scott reports that the NE Region is set to receive an addition \$394,704 in PSIC funds; there is a 20% match, which amounts to \$98,676. Scott reminds the group that in the original allocation, we allocated an even split of the PSIC funding to each JPA on the NE RRB (11 counties and 4 cities) and that part of the grant guidance is to consider the needs of the tribal governments and NGOs in public safety. Scott states that he knows we encouraged it a number of times but because of the short timelines and certification of matching funds, he wasn't sure how much got passed down. Scott's proposal for this new allocation of funds is as follows: split the \$394,704 by 50% to all the five tribes in the NE Region, which would amount to \$197,542; and the remaining 50% would go to public safety NGOs. Each of the five tribes would be eligible to receive \$39,470 in PSIC funds. Scott proposes an application period that ends August 31, 2010, for those interested in receiving those funds.

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Scott proposes that other than the tribal allocations, no one organization can receive more than \$10,000 in PSIC funds and the JPA organizations included in the first PSIC allocation are not eligible to apply for this funding. Scott's proposal includes making these dollars also available to township or city first responder ambulances, first responder hospitals, etc. He states that each agency should indicate in a letter that they indeed have the match funding available and must state where it is coming from. Nell will forward Scott's proposal on to everyone. Marcus asked what the initial PSIC grant amounted to. Bill Bernhjelm stated that it was \$514,180.00. Pat Medure stated that Itasca County has applied for grants and was the funnel for other agencies; i.e., the school districts, and asks if that was an option for us, as we would like to include our hospital. Marcus clarifies this by stating that the proposal states that the JPA would not be eligible, so could they apply on behalf of a NGO or a tribal entity and act as the financial pass-through. John Bowen states that he is concerned about NGOs applying when you may get one county that has six that apply for \$10,000.00 each, otherwise there will be many applications and decisions will need to be made. Scott Camps states that it is difficult and states that realistically, there is only funding for about 19 grants for the NGOs. Scott states that he doesn't see a problem with a county acting as a fiscal agent on the pass-through to the NGOs. Marcus suggests letting the NGOs and other agencies know that it is an application and there still will be determinations made as to how the funds are allocated. Steve Ovick asks about a private, for-profit ambulance service and wonders if they can apply as well. Bill Bernhjelm states that they are eligible. Bruce Hegrenes points out that there are a lot of fire departments that are NGOs who would be eligible. Pat Medure states that he is okay with Scott's proposal and asks which committee will decide where the money goes. Marcus asks if it fits under one of the current committees or if we need a new one. Pat asks Scott for insight because of all the work he has done with grants. Marcus asks Scott if a committee can be put together to look at the applications. Scott says it can be put together. Marcus asks about the application deadline of August 31, 2010, and if it was okay with the group and states that they could go through Nell. Scott asks to have the justification of the need on the application--what they are asking for and why they need it, as we want radios on the street and not on a shelf. Pat Medure suggests reaching out to the State to look at one of their applications. Scott will word something up and get it to Nell. Bill Bernhjelm adds that we need to remind them that their match has to come from non-federal sources (can't use a federal grant to create their match). Marcus asks if this needs to be publicized via any other method other than our own group. Bruce Hegrenes states that there are other agencies to consider: hospital groups, Arrowhead EMS, Fire Chiefs Association, etc. Marcus suggests contacting Pat Lee to help disburse information. Bruce Hegrenes will get Nell a list of contacts as well. Bruce Hegrenes suggests maybe the \$10,000.00 could be divided into \$5,000.00 grants to spread it out among more people. Scott Camps states that the NGOs should go through their individual counties, who will submit to the committee Scott is on. Marcus states that he sees two action items: 1.) This matter needs to move toward the RRB, with RAC recommendation; 2.) The committee probably can be formed until August, as applications are not due until August 31, 2010.

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MOTION made by Pat Medure to give Scott Camps' additional PSIC funding proposal of the additional \$394,000 to the RRB for review and approval. Randy Fisher seconds the motion. Upon a vote, the motion carries.

****Bruce Hegrenes now gives his report of the SRB Operations and Technical Committee.**

B. Participation Plans for Carlton and Pines Counties (Rey Freeman)

Rey's power point presentation will be sent out, as we were not able to transmit via the video equipment. After Rey's presentation, motions were made to accept the plans and move them on to the RRB.

QUESTION: Pat Medure asks for clarification regarding Bruce Hegrenes' statement of two tower sites in Wrenshall not being simulcast and only one being simulcast. Rey verifies that the sites around Duluth will be simulcast and the Wrenshall site is considered part of the Duluth simulcast because of the coverage in the southwest part of Duluth. Rey explains that if they do make it simulcast, it would be a site used a lot by Carlton and simulcast throughout Duluth, which would be a waste of resources. He explains that there is some consideration as to not including that site as part of the simulcast, but Mn/DOT will not verify.

MOTION by Karla White (Aitkin County) requesting RAC approval to move the Carlton County Participation Plan to the RRB for approval. Steve Ovick (Pine County) seconds the motion. Upon a vote, the motion carries.

MOTION by Randy Fisher (Cass County) requesting RAC approval to move the Pine County Participation Plan to the RRB for approval. Karla White (Aitkin County) seconds the motion. Upon a vote, the motion carries.

VI. Future Meetings

- July 21, 2010, Lake County will host this meeting via ITV
- August 18, 2010, St. Louis County EOC will host this meeting via ITV

VII. Adjourn

MOTION made by Steve Ovick to adjourn the meeting. Scott Camps seconds the motion. Upon a vote, the motion carries. The meeting adjourns at 11:07 a.m.