

**Northeast Minnesota Regional Radio Board Meeting**  
**ITV Sites: Grand Rapids/Courthouse (Host), Lake County Service**  
**Center; Pine County Jail, St. Louis County EOC**  
**February 25, 2010; 10:00 a.m.**

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

- |   |  |
|---|--|
| <input type="checkbox"/> Mark Wedel/Aitkin  | <input checked="" type="checkbox"/> Peg Sweeney/St. Louis          |
| <input checked="" type="checkbox"/> Marvin Bodie/Carlton  | <input type="checkbox"/> Tony Cuneo/Duluth                         |
| <input checked="" type="checkbox"/> Jim Dowson/Cass   | <input checked="" type="checkbox"/> Tim Harkonen/Hibbing           |
| <input type="checkbox"/> Robert Fenwick/Cook  | <input type="checkbox"/> Tim McBride/International Falls           |
| <input checked="" type="checkbox"/> Paul Thiede/Crow Wing                                       | <input type="checkbox"/> Larry Cuffe/Virginia                      |
| <input type="checkbox"/> Catherine McLynn/Itasca  | <input checked="" type="checkbox"/> Scott Camps/NE RAC             |
| <input checked="" type="checkbox"/> Kevin Troupe/Kanabec  | <input checked="" type="checkbox"/> Mark Stansberry/User Committee |
| <input type="checkbox"/> Charles Lepper/Koochiching   | <input checked="" type="checkbox"/> Scott Heidi/O&O Committee      |
| <input checked="" type="checkbox"/> Thomas Clifford/Lake  |  |
| <input checked="" type="checkbox"/> Stephen Hallan/Pine (acting alternate board member for now) |  |

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

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Scott Turner/Aitkin County | <input type="checkbox"/> Keith Nelson/St. Louis County               |
| <input type="checkbox"/> Brian Belich/Carlton County           | <input checked="" type="checkbox"/> John Strongitharm/City of Duluth |
| <input type="checkbox"/> Dick Downham/Cass County              | <input checked="" type="checkbox"/> Rick Wolf/City of Hibbing        |
| <input type="checkbox"/> Jan Hall/Cook County                  | <input type="checkbox"/> Brian McBride/City of Int. Falls            |
| <input type="checkbox"/> Doug Houge/Crow Wing County           | <input type="checkbox"/> (No Alternate/City of Virginia)             |
| <input checked="" type="checkbox"/> Pat Medure/Itasca County   | <input type="checkbox"/> Steve Van Kekerix/RAC                       |
| <input type="checkbox"/> Steve Schulz/Kanabec County           | <input type="checkbox"/> Kerry Swenson/User Committee                |
| <input type="checkbox"/> Rich Sve/Lake County                  | <input type="checkbox"/> Steve Olson/O&O Committee                   |
| <input checked="" type="checkbox"/> Steve Ovick/Pine County    |  |

**Guest Speakers:** Bill Bernhjelm (RIC, DPS ARMER); Dennis Hausman (Federal Engineering)

**CALL TO ORDER**

The meeting is called to order at 10:00 a.m. by Chairman Jim Dowson, Cass County.

**APPROVE THE AGENDA**

There were no additions or corrections to the agenda. A motion is made by Commissioner Sweeney to accept the agenda. Commissioner Bodie seconds the motion. Upon a vote, the motion carries. **\*\*(There was one addition noted later in the meeting of an item that needed a vote.)**

**REVIEW AND APPROVAL OF MINUTES**

There were no additions or corrections to the January 28, 2010, meeting minutes. A motion was made by Councilman Harkonen to accept the January minutes. Sheriff Medure seconds the motion. Upon a vote, the motion carries.

**AGENDA ITEM - PSIC Funding (this item was moved up on the agenda)**

PSIC matrix showing which agencies spent money and did not spend money was sent out via e-mail. Additions to the list include Cass County and Crow Wing County, and they just came in and will be sent up for payment.

Training dollar matrix was also passed out showing dollars left under the 2009 PSIC grant (2009-PSIC-00288). Only two entities have used dollars out of there, and the balance left is \$81,489.15 (out of \$82,281.00). Under the 2009-IEC-00290 IEC grant, there is \$8,762.76 left out of \$10,000.00.

This agenda item was moved up because later in the agenda there will be requests made for this funding and the decision will be best made when those present know how many dollars are left.

The budget (later on the agenda) was also discussed. We need to approve a budget on or before June 1, 2010, for the 2011 budget cycle. The only expense is the MCIT insurance (\$2,136.00). Sheriff Medure's recommendation is to set the budget for 2011 as we did for 2010.

A motion is made by Councilman Harkonen to accept Sheriff Medure's report on funding. Commissioner Steve Hallan seconds the motion. After discussion on clarification regarding whether or not this includes accepting the budget, the Board agrees that it is just accepting the report and excluding the budget portion for now. After a vote, the motion carries.

**REPORTS FROM STANDING COMMITTEES**

- Scott Camps states that they have been working as a grant workgroup and all the investment justifications for the 2010 Homeland Security grants for interop communications were due last Friday. They will weed out applications and make a recommendation. He states that our request is in for \$550,000.00 for PSAP to ARMER link and \$100,000.00 for end user equipment for the NE Region.
- Scott reminds everyone that there is an interoperability conference in St. Cloud in April. The RAC is requesting the RRB to approve up to \$300/person in PSIC training funds for up to three members of each JPA agency to attend. If they are sponsored by the RRB, there is a reduced registration fee from \$125.00 to \$50.00 per person. (This would be up to \$900.00 per agency if all three took part.) A motion is made by Sheriff Medure to use PSIC training funds of up to \$300/per person from each JPA agency for this conference. Commissioner Clifford seconds the motion after realizing there is \$81,489.15 in PSIC funds available. Upon a vote, the motion carries. Sheriff Medure clarifies that we also have \$8,762.00 in the IEC grant for 2009, explaining that there are two pots of money.
- The second request relates to the same conference and makes allowance for other members of the JPA agencies (User Committee, Owner and Operator people), to attend this conference at a reduced rate. Interested parties are to contact Nell by March 5, 2010, and the RAC will determine how many can go. The RRB will be notified and asked to approve those numbers at a future meeting once costs are

- calculated. Commissioner Hallan makes a motion to approve this request. Sheriff Turner seconds the motion. Upon a vote, the motion carries.
- The RAC requests RRB approval of Crow Wing County's grant applications: 2009 Homeland Security grant through DECN (\$40,000.00 in user equipment and \$175,000.00 for infrastructure costs; and another grant through DECN for \$762,500 (50% cost share) for infrastructure. Commissioner Bodie makes a motion to approve the Crow Wing County grant applications. Commission Clifford seconds the motion. Upon a vote, the motion carries.
  - Sheriff Medure makes a motion for RRB approval of Carlton County's grant application for up to \$30,000.00 in DECN funds for a participation plan. Commissioner Clifford seconds the motion. Upon a vote, the motion carries.
  - Councilman Harkonen makes a motion for RRB approval of Pine County's grant application for up to \$30,000.00 in DECN funds for a participation plan. Commissioner Thiede seconds the motion. Upon a vote, the motion carries.
  - **\*\* (Addition to agenda)** Gateway Training was held in St. Cloud and Rochester and two agencies sent people to this training. The RAC is seeking RRB approval for up to \$200.00 reimbursement per person. Because this training came quickly, we could not get RRB approval ahead of time; however, as per RRB/RAC agreement, up to \$3,000.00 can be spent w/o prior RRB approval for training that occurs in short order. Permission is still needed, even if it is after the fact. These dollars will come out of the PSIC training funds. Sheriff Medure makes a motion to approve the request for PSIC training funds to be utilized for the Gateway training. Councilman Harkonen seconds the motion. Upon a vote, the motion carries.

#### **UPDATES FROM MEMBERS**

- At this time, Commissioner Hallan will sit as alternate Board member on the RRB, as no appointments have been currently made; however, he did state that it looks like he may be the representative.

#### **SPECIAL REPORTS**

- Dennis Hausman (Federal Engineering) gives a presentation regarding their assessments, review of the project, next steps, project methodology, assessment report requirements, county's needs assessment reports, alternatives reports, FCC mandates, current interoperability, future interoperability, and shared FE's findings. Dennis states that the RRB is also required to accept Federal Engineering's report so they can be paid. A power point handout was provided to all the RRB and RAC members via e-mail. Please see the handout for further information. One interesting note was the NE Region and the three southern regions are almost identical in needs. He states that he had never seen that before. Dennis mentions that Ron Whitehead will be working with the Aitkin, Cass, Crow Wing, and Itasca County reports so all findings can be added together and incorporated into the FE reports. He thanked the maintenance providers for the assistance during the times of gathering information. This prompted interop questions from Commissioner Thiede. Scott Camps added that there would still be interop channels (MINSEF, etc.) to be utilized for cross-border responses, etc. Dennis adds that local VHF (MINSEF, etc.) will be linked to ARMER, which will

also enable VHF-ARMER interoperability. Dennis adds that presentations have been made to all the user groups and county commissioners-- making sure everyone realizes that the deadline to complete migration pursuant to FCC requirements is January 1, 2013. He states that those who made decisions to migrate to ARMER are: Carlton, Pine, and St. Louis Counties; and that Cook, Lake, Koochiching, and Kanabec Counties are still weighing options.

Dennis states that he has CDs that belong to the NE RRB and would like to send them to Nell to be distributed to the RRB members. Chairman Dowson tells Dennis to mail them out to Nell.

### **NEW BUSINESS**

- Bill Bernhjelm reminds everyone of the Statewide Interoperability Conference in St. Cloud on April 28, 29, 30, 2010. He states there will be sessions for people with different levels of understanding of the systems. Border state information will be available, good discussion should be generated, and there will be interactive learning.
- The RAC, RRB, Users and Owners and Operators Leadership meeting that occurs in St. Cloud will be pushed forward to May 10, 2010, due to the Statewide Interoperability Conference.
- Bill mentions the Sales Tax Exemption Bill; House File #2779 and Senate File #2545, which will amend the current tax exemption for ARMER equipment to a statewide opportunity. The effective date would be June 30, 2010. This is huge money and will affect many going to ARMER. Sheriff Medure challenges all the RRB members to make contact with their state reps and senators and ask them to support this bill. He points out that we are asking for nothing more than what the metropolitan area received, as they had a bill passed for them several years ago, and we are asking for Greater Minnesota to have the same opportunity.
- Bill reports that in the last few weeks there were more tower sites coming on the air: Quadna/Aitkin Co.; Cass Lake/Cass Co.; Borden Lake, Emily; Crow Wing County. Ely may be on the air, but this has not been verified. The plan is to continue to bring these currently-owned State towers onto the system as rapidly as possible. Bill has done some testing and Hermantown Fire, for one, was very impressed with coverage and clarity of the system. Bill states that he believes the count for counties in the state wanting to come onto the system is 66, and several more have an interest.

### **OTHER BUSINESS**

Scott Camps encourages others to request grant funds for participation plans, namely Cass and Aitkin, because it is on a first come, first served basis, and they should take advantage of the available money. Sheriff Turner asked about the closing time of the applications. Scott Camps stated that he knew it opened in mid-January. Scott Camps states that he guesses it would run until the money is gone and adds that they are looking at doing the same thing with the 2010 funding through Homeland Security, but they have not narrowed it down yet.

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Chairman Dowson reports that Consolidated Phone Company got their \$49 million for fiber optic. Commissioner Bodie asked who would pay the \$49 million back. Chairman Dowson humorously states, "I think Thiede is." Chairman Dowson thanks Scott Camps for all the information he brings to the RRB meetings and expresses appreciation for all the work he does.

The next meeting in March may need to be moved because of a conference. Commissioner Thiede recommends Tuesday, March 30, 2010, as an alternate date. Chairman Dowson states that maybe the next meeting will need to be moved ahead a month. He states that we will research it and let everyone know.

Chairman Dowson reaffirms the fact that Sheriff Medure will finish his term this year and then be retiring.

**ADJOURN**

The meeting adjourns at 11:15 a.m.