

Northeast Minnesota Regional Radio Board Meeting
ITV Sites: Cook County LEC/Grand Marais; Crow Wing County S.O.
LEC/Brainerd; Grand Rapids/S.O. Training Room, Pike Lake EOC; Pine County
Law Enforcement Center;
September 23, 2010, 10:00 a.m.

Board: (☒ = present; ☐ = not present)

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|--|--|
| <input type="checkbox"/> Mark Wedel/Aitkin | <input type="checkbox"/> Peg Sweeney/St. Louis |
| <input checked="" type="checkbox"/> Marvin Bodie/Carlton | <input type="checkbox"/> Jay Fosle/Duluth |
| <input checked="" type="checkbox"/> Jim Dowson/Cass | <input checked="" type="checkbox"/> Tim Harkonen/Hibbing |
| <input checked="" type="checkbox"/> Robert Fenwick/Cook | <input type="checkbox"/> Tim McBride/International Falls |
| <input 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 Heide/O&O Committee |
| <input checked="" type="checkbox"/> Thomas Clifford/Lake | |
| <input type="checkbox"/> Curt Rossow/Pine | |

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

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

Guest Speakers: Bill Bernhjelm (RIC, DPS ARMER); Tom Hannon (Governance Consultant)

CALL TO ORDER

The meeting is called to order at 10:14 a.m. by Chairman Jim Dowson.

APPROVE THE AGENDA

Scott Camps has one addition to the agenda, which will appear in the second paragraph of these minutes under Reports By Standing Committees and will be added under 5) on the agenda. It pertains to the IECGP discussion from the August meeting. **A motion is made by Commissioner Clifford to approve the amended agenda.** Sheriff Turner seconds the motion. Upon a vote, the motion carries.

REVIEW AND APPROVAL OF MINUTES

A motion is made by Sheriff Medure to accept the minutes from August 26, 2010, as submitted. Commissioner Hallan seconds the motion. Upon a vote, the motion carries.

REPORTS FROM STANDING COMMITTEES

Scott Camps gives the RRB an FYI regarding a letter he received from the National Park Service, St. Croix Riverway. Scott states that they made a request to get the regional talkgroups and the NE MN User Committee indicated that they are currently working on those and hope to have them done for next month's meeting.

2009 IECGP Funds: Scott now addresses the addition to the agenda (IECGP), as this issue was tabled at the August meeting pending more information. Scott sent information out regarding the purpose of the funds, explaining there are two large categories for the funds: 1) To fill gaps in leadership and governance and common operational planning and protocols. 2) Emergency responder skills and capabilities development through training and exercises. Scott explains that in 2009 we received a little over \$60,000.00 and the grant has been extended until February 28, 2011. Scott reports that currently there is around \$48,000.00 left for planning; around \$8,000.00 for training; approximately \$1,000.00 for exercises, and a little over \$1,800.00 for management and administrative. The State would like \$20,000.00 turned back to go for the 2011 Interop Conference, which has a proposed date of January 24-26, 2011. Scott adds that we would need permission from the State to move any of these funds around if we wanted to use any as training funds. Scott recommends that we turn back \$20,000.00, retain around \$40,000.00 for training, and then move those funds into training. He adds that they have identified several training events that will need to be done throughout the NE Region as the ARMER implementation moves forward. Scott states that the State would like a list within two weeks of how we can expend this money before the deadline, so the money doesn't go back to the feds with no benefit to the State. Scott is working on a proposal and recommends that we start scheduling ARMER implementation training throughout the Region. **A motion is made by John Strongitharm to approve the extension of the 2009 grant to February 28, 2011, with a turn back of \$20,000.00 to DECEN, and to develop a training program for the Region to expend those funds within the time period.** Sheriff Medure seconds the motion. Upon a vote, the motion carries. John Strongitharm adds that the Interop Conference proposed January 2011 date is in conflict with their shelter training. Scott adds that it is also in conflict with the Arrowhead EMS Conference as well.

2010 IECGP Funds: Scott states that we applied for \$175,000.00 for the Region to complete participation plans for those counties needing them completed; however, none of the counties used any of that funding because they went directly to DECEN. The State is asking us to turn back \$115,000.00 to put on the next year's Interop Conference, leaving us with a balance of \$60,000.00 to be used for regional training. Scott reminds the group that all \$175,000.00 is in planning, so if we wanted it for training, we would have to put in a request to DECEN to move the money to training. **A motion is made by Sheriff Turner to approve turning back the \$115,000.00, keeping \$60,000.00 and utilizing it for implementation training and other needed regional training.** Sheriff Medure seconds the motion. There was discussion regarding all of the counties having completed or being in the process of completing their participation plans, with the exception of Koochiching County. Scott states that Sheriff Medure talked to Sheriff Youso last week; however, Koochiching County is not prepared to do a participation plan at this time. Scott states that if they wanted to do it within the deadline, they could do so.

Sheriff Medure adds that there is a limited participation plan for Big Falls Fire in today's packet. Upon a vote the motion carries.

2011 IECGP Funds: This matter pertains to permission to apply to DECN for additional funding. Scott's recommendation is a total of \$75,000.00 (\$15,000.00 for participant attendance at the Interop Communications Conference; and \$60,000.00 for conducting other training as needed throughout the Region. Scott states that it can all be rolled together in one \$75,000.00 to cover our Interop Conference expenses, implementation training; system administrator training, radio use training, and anything else that can be identified for the migration to ARMER. **Tim Harkonen makes a motion to accept Scott Camps proposal to apply to DECN for additional funding of \$75,000.00.** Sheriff Medure seconds the motion. Upon a vote, the motion carries.

Mark Stansberry gives a User Committee update and states that the appointments and standards and procedures they had passed by the RAC will hopefully be coming before the RRB next month. He states that they are also working on the tactical talkgroups, and that those will be presented to the RAC next month.

OLD BUSINESS

- Two resolutions were received from the tribal governments: Bois Forte and Grand Portage, stating their intentions of joining the NE MN RRB Joint Powers Board and listing their appointees. Chairman Dowson reports that there is a note from Mille Lacs that their paperwork is on the way, and the same is true of Leech Lake. Sheriff Medure asks at what point in time Grand Portage and Bois Forte can be voting members, since the new JPA is not approved yet. Tom Hannon answers that our current JPA does not extend to allow anyone other than cities and counties to participate and those changes are in the modifications that will be on the agenda later on today. Tom states that once those changes have been approved by all the members to the JPA, those tribal entities can then become voting members of the RRB.
- Changes to the Joint Powers Agreement. Tom Hannon states that over the past five or six weeks, he has met with Sheriff Medure, Scott Camps, and had e-mail conversations with Chairman Dowson regarding this matter and put the thoughts, ideas, and concepts put forth into a draft of a series of changes to the JPA. Tom goes over the changes which deal with tribal entities and the issue of having the ability to become an emergency services board. Tom highlights the proposed changes (13 pages) and a draft resolution for action by the parties to the agreement. He gives a summary of the changes in the various sections and states that the process required to implement the changes would be: approval by the Board today of the proposed changes and submission by the Board to the governing bodies of all the parties to the agreement, with a recommendation to adopt those changes. **A motion is made by Sheriff Medure to adopt the proposed changes as outlined by Tom Hannon.** Tim Harkonen seconds the motion. John Strongitharm asks how the tribes will be dealt with when they occupy more than one region and if they will get double funding as compared to the counties or cities. Tom Hannon states that the changes to the JPA do not talk

about funding/allocation of resources and that they only talk about implementing the statutory changes that allow for the participation of tribal entities within the governance structure. He states those issues need to be coordinated between the regions and the boards. He adds that there is nothing in the statute or today's JPA modifications that would prevent them from being a member in more than one region. Tom states that if they qualify to be members within multiple regions, it is because they have populations they serve in both regions that need that representation. Sheriff Medure adds that it will need to be taken on via a case-by-case basis and that they will need to be those boards' decisions, if they arise. He adds that we are going in the right direction because: 1) it brings the reservations on board and 2) by bringing the emergency management piece in, it creates a structure for us by utilizing the current JPA we have in place and creating a subcommittee within the NE MN RRB that can deal and talk about emergency management issues. Commissioner Clifford puts out a question for discussion regarding the addition of the tribes and whether or not it will change the dynamics of the Board significantly, thereby giving a small group of people more power on the Board in terms of making decisions and just on the basis of population alone. Sheriff Medure states that there is no difference and that everyone has representation on the Board, all governed by the JPA we have in place. He states that no one will have more or less power and that it is equal across the board because everyone is a member. Tom Hannon adds that the tribal entities still have to meet the same requirements that counties and cities have to meet in order to be a participant on the Board. He states that they still have to make that commitment to regional communications planning. Commissioner Clifford adds that he does not object to them becoming members and just thought it deserved some discussion. After this discussion and upon a vote, the motion carries. Sheriff Medure adds that Nell will follow the same procedure as last time regarding the JPA. He asks them to be in tune to the fact that signature pages and sample resolutions will be coming to entity boards for approval. Sheriff Medure states that the goal is to get this accomplished by the end of the year. Commissioner Clifford has questions about the motion and if all the proposed changes were passed, as he has questions about the emergency management portion of the changes. Sheriff Medure states that his motion was to approve the recommended changes for the whole document, which included the tribe issue and the subcommittee for emergency management under the JPA. Commissioner Clifford states that he would like to table the emergency management portion until he has further time to discuss it with others and because he needs it clarified more in his own mind. Chairman Dowson asks if Commissioner Clifford got the packet on the proposed changes, to which he replies that he did. Chairman Dowson asks if there is a portion that the group could help him understand today. Commissioner Clifford states that what he sees the RRB evolving into is approving whatever the RAC advises, as long as there is general fairness, and maybe a face-to-face meeting is needed regarding structural changes in governance. He states that he is only bringing it up for discussion and feels the emergency management portion is an example because he does not completely understand what we are doing. Chairman Dowson states that the motion will stand as presented and that someone would be happy to send him some information to help him understand it better.

Commissioner Clifford states that, that is fine and that he will sort through it. He adds that it was just part of a broader issue.

- Scott Camps addresses the PSIC funding allocation recommendations and explains that the grant workgroup met (Scott Camps, Mark Stansberry, Brian Belich, and Steve Olson) and went through all the applications and forwarded recommendations to the RAC this month. Scott states that one of the recommendations was to make sure an agency could purchase at least one portable radio out of the grant funding they were given. Other considerations were as follows: hospitals have a unique need for a base station, which is more expensive so an allocation of \$5,000.00 was recommended for them; \$5475.00 for a radio in the response trailer of the Arrowhead EMS Association; \$5,000.00 to the Brainerd Fire Department for their regional hazmat team and the other request of \$2,500.00 to provide them funding to get one portable radio. Recommendations were sent to everyone electronically. **A motion is made by John Strongitharm to approve the additional PSIC funding allocation recommendations.** Commissioner Steve Hallan seconds the motion. Upon a vote, the motion carries.

NEW BUSINESS

Updates from the RIC by Bill Bernhjelm:

- The Interop Committee did not meet, due to lack of a quorum. The work they were due to act on will be worked on at the next meeting. Bill states that most of it revolved around the Strategic Technology Reserve.
- Construction of the system continues and there could be an additional eight or nine sites in the Northeast Region on the air, with eight or nine additional sites under construction.
- Bill reports that Jackie Mines is now DECN Director. He adds that Brandon Abley (DECN's technical person) is being trained so he can help out with some system issues.
- Bill states that he has been working with Sheriff Falk/Cook County and the 1854 Treaty Authority Conservation Officers to make sure their needs are met and will bring more information to the group as it is available.
- Bill reports that Koochiching County submitted a limited participation plan that includes Big Falls Fire. He states that the draft document was approved at this month's RAC meeting, and Sheriff Youso was going to take it back to his board to update them about the modifications. Bill adds that if this draft document is approved today, then once the signed documents are received, they can be forwarded to the SRB. **A motion is made by Sheriff Medure to approve the Koochiching County Limited Participation Plan.** Commissioner Bodie seconds the motion. Upon a vote, the motion carries.

The following items are brought to the table by Scott Camps regarding requests passed at the September RAC meeting pertaining to agencies seeking DECN funding, with the exception of Aitkin County. Scott explains to the group that Aitkin's request did not get to the RAC meeting but he recommends that we approve their grant funding request as well:

- **A motion is made by Sheriff Turner to approve Carlton County's request to seek DECN grant funding (\$175,000 for infrastructure; \$40,000 for end user equipment).** Commissioner Clifford seconds the motion. Upon a vote, the motion carries.
- **A motion is made by Sheriff Medure to approve Pine County's request to seek DECN grant funding (\$175,000 infrastructure; \$40,000 for end user equipment).** John Strongitharm seconds the motion. Upon a vote, the motion carries.
- **A motion is made by Commissioner Hallan to approve Lake County's request to seek DECN grant funding (\$175,000 infrastructure; \$40,000 for end user equipment).** Sheriff Medure seconds the motion. Upon a vote, the motion carries.
- **A motion is made by Sheriff Medure to approve Aitkin County's request to seek DECN grant funding (\$175,000 infrastructure; \$40,000 for end user equipment).** John Strongitharm seconds the motion. Upon a vote, the motion carries.

OTHER BUSINESS

- Nell informs the group that all the signatures have been gathered for the TIC Plan, and it is decided by the group that a scanned, electronic version should be e-mailed to all the administrators. (Additional comment after the meeting: It was pointed out that this could also be uploaded to the NE MN RRB Website and an e-mail and link could be sent to all county/city administrators.)
- Sheriff Medure asks about a face-to-face meeting, with regard to Commissioner Clifford's idea. No one else, including Commissioner Clifford, desires this at this time. The next meeting will be via ITV on Thursday, October 28, 2010. Commissioner Clifford adds that if they are going to make changes to bylaws, perhaps a face-to-face meeting is more appropriate. He adds that maybe once a year this could be done or when there are significant changes in governance. Commissioner Hallan agrees. Chairman Dowson points out that with the elections coming up, there could be a significant turnover in membership and that maybe a face-to-face meeting would be desired at that time.

ADJOURN

The meeting is adjourned without a motion at 11:07 a.m.