

Northeast Minnesota Regional Radio Board Meeting

Usual ITV Sites: Aitkin County S.O.; Cook County LEC/Grand Marais; Crow Wing County S.O. LEC/Brainerd; Grand Rapids/S.O. Training Room, Lake County/Silver Bay Service Center; Pike Lake EOC; Pine County Law Enforcement Center;

November 19, 2010, 2:00 p.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"/> Jay Fosle/Duluth |
| <input type="checkbox"/> Jim Dowson/Cass | <input 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 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 type="checkbox"/> Steve Hallan/Pine County |
| <input 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 type="checkbox"/> Pat Medure/Itasca County | <input type="checkbox"/> (No Alternate/City of Virginia) |
| <input type="checkbox"/> Steve Schulz/Kanabec County | <input 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 type="checkbox"/> Steve Olson/O&O Committee |

Guest Speakers: Bill Bernhjelm (RIC, DPS ARMER); Dewey Johnson (St. Louis County 911); Marcus Bruning (RAC Chair); Bruce Hegrenes (St. Louis County Communications)

CALL TO ORDER

The meeting is called to order at 2:04 p.m. by Vice Chair Peg Sweeney.

APPROVE THE AGENDA

A motion is made by Commissioner Clifford to approve the agenda. Commissioner Bodie seconds the motion. Upon a vote, the motion carries.

REVIEW AND APPROVAL OF MINUTES

A motion is made by Commissioner Clifford to accept the minutes from October 28, 2010, as submitted. Commissioner Bodie seconds the motion. Upon a vote, the motion carries.

REPORTS FROM STANDING COMMITTEES

Scott Camps explains that he was not at the RAC meeting this week, as he was in Bemidji for training. RAC Chair Marcus Bruning is present and points out he has nothing to bring up, other than what is on the agenda.

Scott then moves on to the next matter on the agenda regarding thoughts on hiring a planning contractor for the User and Owners and Operators Committees and defers to Dewey Johnson, as he was part of the discussion at Wednesday's RAC meeting. Dewey mentions that Bill Bernhjelm mentioned that other regions have hired a planner to help the process of moving policies and procedures through. Dewey states that there may be an opportunity to extend John Keenan's contract with AREMA and there are extra grant funds available to pay him for his services. Bill Bernhjelm adds that this regional planner could be utilized by all the committees in the NE Region, not just the O&O and User Committees. He relays that the planner would be responsible for moving items through the various committees, making sure the staff work gets done, and he would be one point of contact for people bringing information into the NE Region or others trying to gather information. He mentioned that other regions are either hiring a planner, have plans to hire a planner, or are pondering the matter. He also says that one person may serve two regions. Bill adds that as ideas for region level or nearly full region level projects come forward, it would be very helpful to have the planner available to move those projects through to completion. He gives the regional logger as an example. Scott Camps adds that John Keenan is under contract with the AREMA, which, with the JP amendment, will become a committee of the RRB in the future. Scott states that Keenan does have some time and is willing to take on this task. He adds that some contract language would have to be changed, but we may not have to go out for an RFP that way. Commissioner Thiede asks what the qualifications would be for the planner, who would pay for the planner, and who would the planner report to. Scott states that right now the planner is employed by the AREMA; Itasca County is the fiscal agent on the grant and the funds are coming from a State Homeland Security grant that was given to the region and emergency management to do planning activities throughout the region. He adds that if the JP amendment goes through, emergency management would be a committee of the RRB, and Mr. Keenan would fall under the employ of the RRB and that contract. Commissioner Thiede asks who would write the new contract language. Scott states that we are going to work on it, based on some of the RFPs sent out to the NW and South Central Regions, and Sheriff Medure would help get those pushed through the Itasca County Board, as they are the fiscal agent on the grant. Commissioner Clifford states that he assumes that when the grant runs out, that position would go away. Scott affirms that statement and adds that it is for a limited time. Commissioner Clifford asks if the planner could take on some of Nell's duties (meeting notes, etc.) because she is leaving in the spring. He adds that it is just a thought. Commissioner Thiede asks if the planner position really fits what we need. There is further discussion, and Scott explains that Mr. Keenan has been working throughout the Region for a number of years, he is a former Duluth Assistant Fire Chief who has been working with the AREMA for a while, knows most of the players involved in the system, and it should be easy for him to transition. Vice Chair Sweeney asks if someone objects to this idea and asks if a vote is needed to proceed. Bill Bernhjelm adds that this is only an informational item for today, as per the RAC, and that there is a committee looking at RFPs and contracts from the other regions

right now. He adds that we will be better prepared to bring an action item forward at the next meeting. Bill states that if anyone has questions, they can contact him, Marcus, Scott, or Dewey.

SPECIAL REPORTS

- St. Louis County Participation Plan and five talkgroup requests by Rey Freeman/GeoComm. Rey gives a brief overview of the St. Louis County Participation Plan GeoComm put together, which was approved by the RAC at their 11-17-10 meeting. He adds that they can look on the ARMER website for further details. Rey adds that part of the participation plan includes St. Louis County requesting five statewide talkgroups. He states that two are north and south zones for statewide roam. Bruce Hegrenes confirms with Rey that those are primarily for law enforcement. Rey states that there is one fire EMS statewide roam talkgroup, one technician statewide roam, and Bruce Hegrenes states that the fifth one is referred to as emergency button. **A motion is made by Sheriff Turner to approve the St. Louis County Participation Plan for movement to the Statewide Radio Board.** Commissioner Clifford seconds the motion. Discussion and questions ensue regarding the five talkgroups. One question by Commissioner Thiede involves the emergency button talkgroup and why St. Louis County had it and not some of the other areas. Bruce Hegrenes states that not every entity/agency is planning on implementing the emergency button and that it was a local preference. Bruce Hegrenes states that if that button is pushed, it reverts back to the primary PSAP. Vice Chair Sweeney clarifies that they ship a lot of prisoners around the state, and if that button is pushed, their PSAP would be notified if one of the drivers is in trouble. Upon a vote, the motion carries.

OLD BUSINESS

- FYI: SRB seat representing Greater Minnesota RRB's - State 7.4.0. Bill Bernhjelm reports to the group that this State Standard relates to the allocation of a seat on the SRB to RRBs from Greater Minnesota. He reports that this Standard has been discussed for some time and has now been approved by the SRB. He clarifies that the Standard establishes the rotation of the seat that is allocated to Greater Minnesota, and it is currently being held by Central Minnesota--because they were the first region to form. He goes on to state that the next region to appoint a rep to the SRB will be the NW at the January meeting of the SRB and the alternate is from the next region in line on the list (see list that was e-mailed). Vice Chair Sweeney asks how many seats are on the SRB. Bill states that there are 21. Vice Chair Sweeney questions that out of 21 seats each region does not automatically get a member on the board. Bill states that is correct. Scott Camps adds that it is composed of 1/3 state agencies; 1/3 Metro; and 1/3 Outstate. He gives examples of Outstate sheriffs, Metro sheriffs, police chiefs, etc., getting a seat. Bill adds that it is essentially by discipline and that there is a seat--Metro and Outstate--for the AMC to nominate people; one for the League of Minnesota Cities, the state sheriffs, police chiefs, fire chiefs, EMS, etc. Bill states that the Northeast Region approved this draft and this information is just letting everyone know the SRB adopted it.

NEW BUSINESS

Updates from the RIC by Bill Bernhjelm:

- Bill tells those present to see the RAC minutes from two days ago for RIC updates.
- Bill states that he did get the final plan from the State Patrol and tells the group that their plan is to move all their operations onto ARMER by July of next year. He states that they have accomplished moving all of Central Minnesota and their southern districts onto the system as of this week. Bill relays that the next five districts will move during June of 2011. He states that the system still continues to be built out; there were five sites brought on the air in Cook County--so the Highway 61 corridor is now covered all the way up to the border. He states that one additional site in Koochiching County (Northome) was also brought on, with 14 or 15 being close to coming on in the NE Region in the next month or so.
- 2010 SHSP and 2010 IECGP grants. Scott states that the Board authorized Scott to fill out an application with DECN for this funding and a letter went out on October 29, 2010, to Chair Dowson, RAC Chair Bruning/RAC, and Pat Medure/Fiscal Agent for the NE Region, stating that the application had to be filled out on the state grant system by the end of November 2010. He adds that he spoke to Sheriff Medure about this matter--as Pat and Nell are both retiring--and offered St. Louis County to be the fiscal agent on these grants for the NE Region. Scott explains that the State needs a letter signed showing action from the NE MN RRB indicating that they are in agreement with St. Louis County being the fiscal agent on these two grants. **A motion is made by Commissioner Bodie in support of signing the letter.** Nell interjects that Chairman Dowson had called with concerns about the letter because it was not necessarily a Board decision and wondered if anyone else could be interested or if there could be a problem down the line because it wasn't offered to everyone. This prompts discussion regarding compensation to Itasca County. Scott Camps explains that in the January 2010 minutes, it was authorized that he fill out the application for the grants, and he assumed--at that time--that St. Louis County was getting permission to be the fiscal agent. Scott adds that the letter listed Itasca County as the fiscal agent. Commissioner Thiede asks if we are paying a fiscal agent with these funds. Scott explains that about 3 percent of the grant amount goes for M&A that could help cover expenses to manage a particular grant. Commissioner Bodie adds that this concerns just these two grants and not for the entire Radio Board program and that Itasca, as of now, is still fiscal agent for the NE MN RRB. Commissioner Thiede asks if the current existing contracts with Itasca County--even with Pat and Nell's departure--will remain with Itasca County. Scott affirms that they will and that this matter just affects the 2010 grants that needed to be in at the end of the month. **Commissioner Clifford seconds the motion.** Commissioner Clifford clarifies that St. Louis County is applying for these grants on behalf of the whole NE Region. Scott and Commissioner Sweeney affirm this statement, and Scott adds that this is why approval from the Board is needed. Commissioner Thiede asks if the host fiscal agent is taking the administrative fee. Scott adds that there are dollars on other regional grants and that he believes Itasca County is billing for some of that M&A money. Commissioner Thiede asks for a rundown of the history of how much can be charged, how much is being charged, and

whether or not someone else may or may not be interested in doing it. Commissioner Sweeney adds that maybe they could find out how much money has been spent to compensate Nell for the work she does under the auspices of the Itasca County Sheriff's Department. Commissioner Thiede states that this is his concern--that we may not be compensating someone and that he is interested in knowing this. She adds that there is also a lot of work being done by Scott and others in St. Louis County and that she is not sure they are being compensated. She also asks who is going to want Nell's job when she leaves, is there compensation for it, and that the Board should be planning ahead for that. Commissioner Thiede interjects that he hopes his question did not indicate that he was being judgmental of anyone providing the service at a reduced or inflated cost, but we need to know. Vice Chair Sweeney states that she was not criticizing either and is just curious about what will happen when Nell retires. John Strongitharm interjects that he can guarantee that Duluth is not interested in doing it. It is understood that the fiscal agent will bring information to the next meeting regarding the M&A dollars that have been designated off the grants. After a vote, the motion carries.

OTHER BUSINESS

- Scott addresses the Interop Conference in January 2011. He reminds the Board that last year they voted to help pay expenses for those attending; they approved up to three people per joint powers agency and up to \$300.00 for lodging and conference registration expenses for their attendance. Scott states that he would like to make the same offer this year for the conference in St. Cloud on January 24-26, 2011. Scott recommends reimbursement of up to \$300.00 for lodging, plus conference registration and expenses for each joint power agency, including the tribes that will be joining the JPA. He states that he would like to have those interested contact their RAC representative so they can send the names to Nell by Friday, December 17, 2010. Scott relays that if they do not have three from each of the JPA's and tribes by that date, the remaining openings will be offered to the rest of the JP members, first come--first served, up to an additional three. He states that those names would need to be submitted to Nell by the RAC rep by Monday, January 3, 2011. He states that any remaining spots, at that time, would be offered again to members and committee members with no limit per agency, but up to a total of 57 people that the RRB would sponsor out of the 2008 IECGP funding we have in place already. Scott states that we have around \$60,000.00 left that we need to spend by the end of March. Scott adds that training for the Region is being looked at in order to do it. Sheriff Turner makes a motion to accept Scott's proposal. Commissioner Bodie seconds the motion. Upon a vote, the motion carries.
- Scott reminds the group that elections should be conducted for Chair and Vice Chair at the December meeting.
- Commissioner Clifford states that at a meeting a couple days ago, the issue of sales tax rebate came up and how much the commissioners should support it. He asks why it was vetoed by Pawlenty. Bill Bernhjelm answers that it was not included in the final version of the tax bill because of revenue shortfalls, and there really was no veto. He states that the State Police Chiefs' have it as part of their

legislative agenda for this coming year. He states that he believes it would be a good idea if the RRB went ahead and started working on a resolution of support for the idea. He adds that working through the Association of Minnesota Counties to get it on their legislative agenda would also be a good idea. Commissioner Thiede and Vice Chair Sweeney both state it is already on the lobby list. Scott Camps adds that it is ultimately a matter of fairness, as the Metro, St. Cloud, and Rochester received tax exemption, which is being denied to the rest of Greater Minnesota at this point.

ADJOURN

A motion is made by Commissioner Bodie to adjourn the meeting. Commissioner Clifford seconds the motion. The meeting is adjourned at 2:56 p.m.