

**Joint Meeting of
Northeast Regional Users Committee
&
Northeast Regional Owners & Operators Committee
Fond du Lac Community College
May 12, 2010 10:00 A.M.**

Present:

Erik Jankila, Hibbing Fire/EMS
Dewey Johnson, St Louis County
Doug Rotta, Carlton County Sheriff's Office
Joel Stevens, Kanabec County Sheriff's Office
Jeff Anderson, Kanabec County Sheriff's Office
Judy Sivertson, Cook County Sheriff's Office
Dylan Bridges, Carlton County Sheriff's office
Renee Holmes Holt, Pine County Sheriff's Office
John Fredrickson, Lake County
Dan Sathre, Lake County Sheriff's Office
Steve Olson, Lake County Sheriff's Office
Tom Johnson, State of MN, Division of Emergency Communication Networks, Statewide
Interoperability Program Manager
Karla White, Aitkin County Sheriff's Office
Jeremy Nelson, Aitkin County Sheriff's Office
Monte Fronk, Mille Lac Reservation
Pat Lee, Arrowhead EMS Association
Mark Stansberry, North Memorial Ambulance
Scott Heide, Crow Wing County Sheriff's Office
Ken Johnson, Crow Wing County Sheriff's Office
Nick Schatz, MNDOT
Brian Snyder, Duluth Superior Communications, Motorola
Mike Fink with Motorola
Cynthia Suess, State Patrol Communications
Patrice Nelson, State Patrol Radio
John Drahota, Aitkin County
Dana Putzke

Erik and Dewey explained the reason for a joint User Committee and Owners & Operators Committee meeting. The plan is for both groups to work on the policies and standards together, thereby speeding up the process of getting these to the RAC, and avoiding the redundancy of each group needing to do separate reviews. If there is a need for either of the groups to meet separately, hopefully that could be accomplished either before or after the joint meeting.

Erik requested a motion to adopt the minutes from the 4/7/2010 Users Committee meeting in Hibbing. Dan Sathre made a motion to adopt the minutes and Karla White seconded. Motion passed unanimously.

Tom Johnson passed on the following updates to what the state is doing:

Work has been done on the Border Interoperability Demonstration grant. Letters of support or resolutions were received from every county along the border, the NW & NE Regional Radio Boards, Ontario, Manitoba, and the state of Wisconsin. The application was submitted April 26 and it could take up to six months to find out if we receive the grant.

The Interoperability Work Group is working on several standards, the first of which is a Use of Scene of Action Channels. They're trying to combine the statewide fire and statewide EMS frequencies and do the same with MIMS and MNSEF. A standard has been built on the FCC interoperability channel naming format for the national interoperability frequencies, and that's going to the interoperability committee this month for review.

The regional talk group standard has been very controversial as at least one region is adamant that it shouldn't be done making it difficult to get a consensus. Any variances from the standard that is accepted will have to be approved by the Statewide Radio Board. The last standard being worked on is the 800 MHz common pool talk groups.

The Minnesota metro region has successfully demonstrated emergency communications as outlined in Goal 1 of the National Emergency Communications Plan. Goal 2 is that by 2011, 75% of the non-metro jurisdictions will be able to demonstrate response level emergency communications within one hour for routine events involving multiple jurisdictions and agencies. The challenge is it has to be done county by county in a way that will satisfy the federal government.

Reviews were very, very good for our first ever Minnesota Statewide Interoperability Conference in St Cloud April 28th to the 30th.

Tom also relayed that when he was Chief of Police in Columbia Heights, he was involved in major incidents first with the VHF system and then on the 800 MHz. Events went much, much better on the 800 MHz when they were able to go into separate talk groups.

The first meeting with the Ontario counterparts in International Falls took place February 3rd with over 30 participants there.

CASM training took place May 4th with the regional CASM representatives there. The CASM system itself and data entry side of the software was reviewed.

Gateway training was completed in February of this year. That software is available on the central Minnesota website and allows you to set up a gateway, take it down, set up the patch, take it down, all without touching your radio system at all.

They've been to several vendor shows including the EMS Arrowhead show, the Governor's Conference, the 911 Conference in Alexandria and the Minnesota Chief's Conference in St Cloud. Coming up, they'll be at the Sheriff's Conference in the Brainerd area.

Dewey relayed that Bill Bernhjelm has radios for testing and to call him if anyone wants to use them.

Monte Fronk asked Tom if the tribes are surveyed separately since they're sovereign nations, or are they part of the county. Tom replied that the tribes so far have been part of the participation plan of the county.

Pat Lee asked Tom how they're working with the hospitals and air medical. Tom said that usually it has been left up to the regions to deal directly with the hospitals. In St Cloud both hospitals have 800. The air field will have a statewide calling channel for EMS.

Steve Olson asked if there was a local St Louis County user meeting. Dewey said they have a 911 User Board made up of an 18 person elected board from user agencies that advises their dispatch center on policies, and these meetings are very well attended.

Mark Stansberry reported there was no Regional Radio Board meeting last month. The big issue is still the sales tax exemption bill. The bill was also the main point of discussion at the last RAC meeting.

Amendment: There was a Regional Radio Board meeting on April 8 via ITV.

Dewey reported the Owners & Operators Committee have had three previous meetings so just getting started. Dewey and Steve are visiting the southwest Owners & Operators meeting in Marshall to see what their meetings consist of, their agenda, etc.

There was some discussion on the regional tactical channel setup. Southwest and metro have set up 8 Tacs which include a P tac for law enforcement and an F tac for fire. Central has gone 1-12 with everybody having access to all 12. Dispatch assigns a number to an incident with 1 being highest priority and 12 the lowest. Tom explained that with central Minnesota programming all 12 of these tac channels into every radio, including public works, school districts, as well as police, fire and EMS, it truly recognizes

the new definition of public safety disciplines, which is anyone that responds to a disaster or tragic event.

It was suggested that the group would benefit by having Tom Justin come to a meeting and discuss fleet mapping and Tom suggested we ask Bill to do Radio 101 as well. Monte Fronk made a motion to have the next meeting be a combined Owners & Operators/Users and have it a training meeting with Tom training on Fleet Mapping, and Bill on Radio 101. Pat Lee seconded. Motion carried unanimously.

Erik reported that the Users Committee has approved standards 1.5 to 10.3 on the central regional radio board and the link to these is on the agenda – <http://www.cmnradio.org/Documents.aspx>. These could be disseminated to members of the Owners and Operators Committee for their approval before moving on to the RAC. They did skip the standard on training. The next standard to be looked at is fleet mapping. It would be beneficial to go over that at some point after Tom Justin gives his presentation to this joint group.

Setting a date for the next meeting was tabled until contact has been made with Tom Justin to determine when he'll be available for training. When a date and time has been set with Tom, Dewey will contact Bill Bernhjelm to coordinate that training as well.

Monte reported that the Tribal Talk Group was approved by the OTC yesterday, so there will be a statewide Tribal Talk Group. Minnesota will be the first state in the nation to have a talk group just for tribes and have the ability to talk to all the tribes, a real feather in Minnesota's cap.

Dave Greeman, head of the skills program at Fond du Lac was available to give tours of the facility to anyone interested.

Monte Fronk made a motion to adjourn, seconded by Doug Rotta.