

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

April 28, 2011; 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"/> Jay Fosle/Duluth |
| <input checked="" type="checkbox"/> Jim Dowson/Cass | <input type="checkbox"/> Tim Harkonen/Hibbing |
| <input type="checkbox"/> Sue Hakes/Cook | <input type="checkbox"/> Jerry Jensen/International Falls |
| <input checked="" type="checkbox"/> Paul Thiede/Crow Wing | <input type="checkbox"/> Larry Cuffe/Virginia |
| <input checked="" type="checkbox"/> Davin Tinquist/Itasca | <input checked="" type="checkbox"/> Scott Camps/NE RAC |
| <input checked="" type="checkbox"/> Kevin Troupe/Kanabec | <input type="checkbox"/> Mark Stansberry/User Committee |
| <input type="checkbox"/> Robert Ecklund/Koochiching | <input type="checkbox"/> Steve Olson/O&O Committee |
| <input checked="" type="checkbox"/> Thomas Clifford/Lake | |
| <input checked="" type="checkbox"/> Steve Hallan/Pine | |

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

- | | |
|---|--|
| <input checked="" type="checkbox"/> Scott Turner/Aitkin County | <input type="checkbox"/> Curt Rossow/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"/> Mark Falk/Cook County | <input type="checkbox"/> Rick Cannata/City of Hibbing |
| <input type="checkbox"/> Doug Houge/Crow Wing County | <input type="checkbox"/> Tim McBride/City of Int. Falls |
| <input type="checkbox"/> Vic Williams/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"/> Brian McBride/Koochiching County) | <input type="checkbox"/> Kerry Swenson/User Committee |
| <input type="checkbox"/> Rich Sve/Lake County | <input checked="" type="checkbox"/> Scott Heide/O&O Committee |

Guest Speakers: Bill Bernhjelm (RIC, DPS ARMER)

1) CALL TO ORDER (Chairman Dowson)

Meeting was called to order by Chairman Dowson at approximately 10:00 a.m.

2) ROLL CALL

3) APPROVE THE AGENDA

MOTION made by Commissioner Thiede to approve the agenda. Second; Scott Turner.
Upon a vote, the motion carries

4) REVIEW AND APPROVAL OF MINUTES

MOTION made by Scott Camps to approve the minutes from March 25, 2011. Second; John Strongitharm. Upon a vote, the motion carries

5) REPORTS FROM STANDING COMMITTEES

- A. RAC report (Scott Camps)
 - (1) SCIP workshop attended by Scott Camps and Kerry Swenson
 - (a) SCIP goals were updated; governance, standard operating procedures, technology, training and exercise
 - (2) 28 people attended end-user training in Crow Wing County
 - (3) 4 end-user trainings have been done so far
 - (4) 2012 Budget; policy committee to develop budget and present to the RAC; Tom Hannon to lend a hand with the development of the budget
 - (5) Recommend elections be done in January
 - (a) There are no bylaws that require elections to be held in December
 - (b) New commissioners don't get assigned their board committees until January
 - (6) JPA signature page on file for St. Louis County
 - (7) (Tom Hannon) suggests that we review the policy that the NW Region is developing in regards to application and approval of Tribal entities who desire to become members of the board as it may work well for this region
- B. User/Owners and Operators Committee report (Steve)
 - (1) Still working on standards
 - (2) Developing the final standards for the STR

6) UPDATES FROM MEMBERS

- A. Grant Updates (Scott Camps)
 - (1) PSIC Training Grant; approximately \$74,000 in training. Grant expires the end of May, but the state was asking for an extension
 - (2) 2009 Interop Emergency Communications; there is still about \$38,000
 - (3) 2010 Interop Emergency Communications; about \$63,000 in fund
 - (4) In the near future, will be providing a spreadsheet of what funds are out there, what balances, what has been expended and intend to update it monthly
 - (5) ARMER Integration Grant; there is about 2.5 to 3 million dollars in ECN; based on Full Participation Plans that have been submitted to state, those that have already received ARMER Integration Grants will be eliminated from equation; anticipate funding to go to NE and SW corners of the state; these are state dollars for integration and infrastructure

7) SPECIAL REPORTS

- A. Informational (Commissioner Dowson)
 - (1) House file 977 attempts to stop the closing of regional highway patrol dispatch centers
 - (2) House file 525 and Senate file 27: regarding tax exemption has been laid over; unsure as to where they are at with this
- B. Talkgroup Authorization (Bill Bernhjelm)
 - (3) Exchanging of permissions for normal and tactical talkgroups between agencies and the State Patrol

8) OLD BUSINESS

- A. No Report

9) NEW BUSINESS

- A. PSIC Fund Reallocation (Scott Camps)

- (1) Money allocated to the region in the amount of approximately \$394,000. We provided for Joint Power Agencies that didn't get money in the first round along with Tribal entities each split \$294,000
- (2) Remaining \$100,000 was made available by application to first responder agencies throughout the region; received about 40 applications; small grants were given to most of those
- (3) There is a little over \$22,000 remaining in the PSIC funding because invoices came in lower than amount awarded or agency wasn't able to come up with a match; RAC suggested that the Grant Work Group reconvene to try and reallocate remaining funds
- (4) The recommendation of the Grant Work Groups is to award remaining funding to Arrowhead EMS as they are able to use it and able to come up with the necessary match

- **MOTION** made by Commissioner Sweeney to award Arrowhead EMS the remaining grant funding. Second, Commissioner Clifford. Upon a vote, motion carries

- B. COML Training (Scott Camps)

- (1) Proposed train-the-trainer Communications Unit Leader Training for May 23-25
- (2) Cost \$11,000 for training + associated expenses; request made for \$15,000 to come out of PSIC funds
- (3) Up to 30 attendees
- (4) Training site; Pike Lake

- **MOTION** made by Scott Turner to approve \$15,000 for COML training. Second; Commissioner Bodie. Upon a vote, motion carries

- There are currently 3 Unit Leaders in the region; it is recommended that each agency/county have at least one person trained in the Communications Unit Leader; if there are open seats we can open up to the rest of the state

- C. System Administrator Training – (Scott Camps)

- (1) 3 day training in June 2011; to be held in Itasca County
- (2) 8 seats available
- (3) Cost is approximately \$20,000

- **MOTION** made by Commissioner Sweeney to approve \$20,000 for System Administrator Training. Second, Commissioner Clifford. Upon a vote, motion carries

- Commissioner Thiede requests a spreadsheet on the trainings; who is eligible, who has taken it, who should have it, etc.... for all counties/agencies; this request will be passed onto the training committee
- D. Updates from the RIC (Bill Bernhjelm)
- (1) House file 1131; will broaden approved uses of the 911 dedicated account to include overhead expenses of the Dept. of Public Safety; preference from this office is to oppose this and push for expenses to be related to ARMER and the 911 program
 - (2) House file 441 or Senate file 236; establishes parity on the 911 fee for prepaid wireless; bill provides for a standardized rate for wireless
 - (3) State Patrol; will be converting all of the northern regions to the ARMER System in the month of June; for the time being they will maintain their VHF systems but will be shut down towards the end of 2012
 - (4) There is a Standard in regards to the Weather Service and using the ARMER System that has been sent to the Owners and User Committees for work on making it a regional standard as well
 - (5) In office; in the process of hiring two people; one grants coordinator to replace Mwende; and one standards coordinator who will assist the office and the regions with regards to the development of standards and reorganizing the state standards and bringing them all up-to-date.
 - (6) MN/Dot; Mark Gieseke has transferred; Mukhtar Thakur will replace Mark

10) OTHER BUSINESS

- A. Open Meeting Laws (Jim Dowson)
- (1) NE Region Committees are subject to the open meeting laws according to the provided MCIT bulletin

11) ADJOURN

MOTION made to adjourn by Commissioner Sweeney to adjourn. Second; Commissioner Hallan. Upon a vote, motion carried. Meeting adjourned at 10:45 am