

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

May 26, 2011; 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"/> 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 checked="" type="checkbox"/> Mark Stansberry/User Committee |
| <input type="checkbox"/> Robert Ecklund/Koochiching | <input checked="" 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 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 checked="" 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 checked="" 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; Councilman Harkonen. Upon a vote, the motion carries

4) REVIEW AND APPROVAL OF MINUTES

MOTION made by Commissioner Thiede to approve the minutes from April 28, 2011. Second; Councilman Harkonen. Upon a vote, the motion carries

5) REPORTS FROM STANDING COMMITTEES

- a) RAC report (Scott Camp)
 - i) Will report later in meeting under New business and Grant updates

- b) User/Owners and Operators Committee Report (Steve Olson)
 - i) COML Training at Pike Lake was disappointing for regional attendance. Discussion and exercises went well; participants are now COMLT (trained) and have 3 years to complete training to become COML
 - ii) Owners Committee will request members to ask their respective agencies for interest in participation of our regional loggers for ARMER

6) UPDATES FROM MEMBERS

- a) Grant update (Scott Camps)
 - i) Grant spreadsheet was sent out last week; includes breakdown of the various grants, current and pending; also includes amounts and status of training grants
 - ii) 2010 grant status; State of MN was notified that they will be receiving about \$7 million dollar allocation instead of the anticipated \$10.7 million; we have a request to the state for funding of the interoperable end-user equipment in the amount of \$778,000; we don't know at this time how much of a reduction we will see in that amount
 - iii) ARMER Integration; looks like the Northeast will get about \$1.4 million for infrastructure; SRB is being asked to provide their unused portion to the regions; our allocation would be about \$150,000
 - (1) there is a proposal in place for the allocation once the amounts are set
 - (2) when final allocation is made, there will be an agreement with the region who will allocate the money to the agencies that are doing ARMER infrastructure; this is not to be used for end-user equipment

7) SPECIAL REPORTS

- a) FYI; property identified for Glen tower sites

8) OLD BUSINESS

- a) No report

9) NEW BUSINESS

- a) 2012 Budget Proposal (Scott Camps)
 - i) Budget proposal made by the RAC policy group for the 2012 budget year. Budget accounts for the expenses of insurance, administration, materials, and upkeep of the website; budget increase of approximately \$1,500

MOTION made by Sheriff Turner to accept 2012 budget proposal as presented. Second; Commissioner Hallan. Upon a vote, the motion carries

- b) ARMER Integration Allocation Proposal (Scott Camps)
 - i) \$1.4 million plus \$150,000 projected to come to the NE Region; costs were identified and assigned for items that would qualify for ARMER infrastructure then estimated project cost for each county to migrate onto the ARMER system was developed; end-user equipment, sales tax, installation, etc..were not considered as these are not allowed for in the grant; Participation plans and previous grants received were considered for covering the cost of migration to ARMER; it is estimated that each county will receive up to 23% to cover migration expenses
 - ii) Grant contracts are anticipated to go out in June; you will have about a year to expend funds; 50% match; discretion is given to the RRB to reallocate funds if needed

MOTION made to approve allocation proposal by Steve Olson. Second; Councilman Harkonen. Upon a vote, the motion carries

- c) NE Region Talkgroup request for Metro COML (Scott Camps)
 - i) Letter received from Metro Region COML requesting to program the NE region talkgroups into their radios
 - ii) A blanket approval was discussed to allow for additional requests, that are sure to be made, regarding the programming of the NE talkgroups; it was found that on March 25, 2011, the RAC was authorized to approve talkgroup programming requests and then forward to the RRB as an informational item
- d) Northeast EMTAC Standard (Scott Camps)
 - i) Request was made to the RAC to program a regional emergency management talkgroup; Standard 3.28.0 was developed by BJ Kohlsted of Lake County; asking RRB to approve this standard

MOTION made by Scott Camps to accept Standard 3.28.0. Second; Commissioner Bodie. Upon a vote, the motion carries

- e) Adding of extra radios to cache (Scott Camps)
 - i) 69 - APX Dual band and 13 - XTS 2500 radios were purchased for emergency management with extra funds left from a Homeland Security Grant; these were distributed evenly to all 11 counties in the NE region and the City of Duluth
 - ii) After the distribution there are 9- APX and 1- XTS 2500 left over
 - iii) Recommended to add these extra radios to the cache

MOTION made by Councilman Harkonen to add extra radios to cache. Second; Steve Olson. Upon a vote, the motion carries

- f) SRB – Change Management Standards (Bill Bernhjelm)
 - i) These Standards were adopted by the SRB at their April meeting. This is just an informational piece as a recognition that these changes have occurred.
 - ii) These are not changes to the system but changes to the process of how changes are discussed and implemented. There was a statewide committee for reviewing Standards and there was regional representation
- g) Updates from the RIC (Bill Bernhjelm)

- i) State budget has not been approved yet for next fiscal year; there has been no action as yet on issues we are currently concerned with, such as the transfer of funds from the 911 account and sales tax exemption
- ii) Fire grants; have not been notified of release of grant guidance

10) OTHER BUSINESS

11) ADJOURN

MOTION made by Sheriff Turner to adjourn at 10:50 am. Second; Tim Harkonen. Upon a vote, the carries