

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 17, 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 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 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 type="checkbox"/> Kevin Troupe/Kanabec | <input checked="" 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 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 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 checked="" 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

1) CALL TO ORDER (Chairman Dowson)

Meeting was called to order by Chairman Dowson at approximately 10:05 a.m.

2) ROLL CALL

3) APPROVE THE AGENDA

- a) Additions to the Contract
 - i) PSIC Grant Funding; placed under 6.a

MOTION made by Commissioner Clifford to approve the agenda with the additions listed. Second; Kerry Swenson. Upon a vote, the motion carried

4) REVIEW AND APPROVAL OF MINUTES

Chairman Dowson approved minutes of the September 22, 2011, as submitted.

5) REPORTS FROM STANDING COMMITTEES

- a) RAC report (Scott Camps)
 - i) Bill Bernhjelm reported that there was additional money in the PSIC grant that would be available for subscriber equipment; will discuss later in agenda
 - ii) Training Plan has been put together and will discuss Dispatch Console Training later in agenda
- b) User/Owners and Operators Committee Report (Scott Heidi)
 - i) Discussing hospital communications plan with a small group of people; will report back in 1-1 ½ months

6) UPDATES FROM MEMBERS

- a) Grant update (Scott Camps)
 - i) Additional PSIC funding
 - (1) Additional funding is available for the NE Region in the amount of \$137,288 with a 20% match by the region of \$34,322: total \$171,610; region needs to commit to using these funds by December 9, 2011; all funds need to be spent by March 31, 2012; A workgroup was created and the recommendation was that there are approximately 40 ambulance services throughout the NE region and with the available funding we could provide one dual head mobile radio for each ambulance service; each will have to come up with a match of approximately \$800; requesting that the RRB make commitment to these funds
 - (2) Bill states that the grant guidance has not officially been released yet; one requirement will be that the regions give consideration to entities where these funds might make a difference between transitioning all or a portion of their public safety users to the ARMER system; another requirement will be that NGOs and tribes be given an opportunity to participate as well
 - (3) Also Bill expressed that some ambulance services have been taken care of and probably won't need that particular radio; there might need to be some flexibility on what equipment can be purchased; might be able to substitute 2 portables or such

MOTION made by Commissioner Clifford to make a commitment to the spending of the additional PSIC funding available for purchasing subscriber equipment. Second; Brian Belich. Upon a vote, motion carried

7) SPECIAL REPORTS

8) OLD BUSINESS

9) NEW BUSINESS

- a) Motorola MCC7500 Dispatch Console Training (Scott Camps)
 - i) Requesting approval to use PSIC training funds up to \$10,000 to host Motorola MCC500 Training in St. Louis County; one day training/December 6 & 7, 2011; have the unique opportunity to have up to 10-12 consoles for training which equals up to 20 spots for individual training; Motorola quote for training was just under \$8,000; we are not proposing any reimbursement of expenses such as meals, mileage or

lodging; those using Gold Elite Consoles can still utilize this training; contact Dewey Johnson by November 23, 2011

MOTION made to approve the use of PSIC funds in the amount of \$10,000 for training by Steve Hallan. Second; Commissioner Tinquist. Upon a vote, motion carried

- b) Mayo Clinic Medical Transport radio loading request
 - i) Presented at the October RAC meeting; first went to SRB asking for permission to be on the ARMER system which they were then instructed to go to each region to request regional permission; Mayo Transport asked for up to 75 radios on the NE system; a couple of concerns were discussed regarding communications with Douglas County Wisconsin; also there were no talkgroup ids; a recommendation by the RAC to approve the interim plan on the conditions that the final plan includes Communications with Douglas County, talkgroup ids and more precise information on the loading that it would take on the Duluth simulcast system; Scott recommends approval of the interim plan as discussed;

MOTION to approve the Mayo Clinic Medical Transport request as recommended by the RAC made by Kerry Swenson. Second Commissioner Clifford. Upon a vote, motion carried

- c) Training Plan 2011-2012 (Scott Camps)
 - i) A draft of the training plan for utilizing the available training PSIC funds is as follows:
 - (1) Kanabec County; End-user Training in December
 - (2) Cass County; Motorola CPS Training in January
 - (3) Also a number of other end-user trainings; additional Motorola CPS trainings; Interop Conference; Dispatch Console/Control Station Training
 - (4) This is a draft and can be changed or adjusted as needed
 - (5) Bill adds that the training dollars end on March 31, 2012; if the region believes that they cannot spend all the money by the end date we should let Bill's office know.
- d) Aitkin County/Mn/Dot Contract
 - i) Passed at the RAC with recommendation for the RRB to approve signatures by the board chair
 - ii) **MOTION** made to approve the board chair to sign the contract between Aitkin County, Mn/Dot and the NE RRB made by Kerry Swenson. Second; Commissioner Hallan. Upon a vote, motion carried

10) OTHER BUSINESS

11) ADJOURN

- a) Next meeting December 22, 2011

MOTION made to adjourn made by Commissioner Clifford. Second; Kerry Swenson. Upon a vote, motion carried