

North East Minnesota User and Owner/Operator groups

April 6th, 2011 meeting notes

Attendees:

Steve Olson

Leif Lunde

BJ Kohlstedt

Daniel Sathre

Aaron Johnson

new member, User – Lake County EMS - ajohns29@hotmail.com

Dylan Brides

Mark Stansberry

Pat Lee

Steve DuChien

Kurt Erickson

Steven Hoberg

new member, User – Mille Lacs Tribal Police Department – Steve.Hoberg@Millelacsband.com

Monte Fronk

Kerry Swenson

Robin Arunagiri

John Fredrickson

Thomas Fread

Bryan Bushey

John Keenan

Karla White

Cythia Suess

Tuesdi Sederstrom

Jeff Anderson

Jeff Ronchelti

Terry O'Connor

Mark Smith

Tim Thomas

Art Morse

Tom Ralidak

Dana Putzke

Eric Mack

John Hyde

Dan L'Allier

Jason Dickinson

Jim Gangl

1.0 – Call Meeting to order

Steve Olson called the meeting to order at 9:58 am

2.0 – Introduction of Participants/Roll Call

A sign up sheet was passed around (see list above)

Two new members were introduced-
Aaron Johnson and Steven Hoberg

3.0 – Adopt minutes from 03/02/11

Kerry Swenson – motion to approve
Daniel Sathre – seconded motion
Vote - all ayes, minutes approved

4.0 – Presentations

4.1 – Morning Joe and Bill Bernhjelm

Both absent

4.2 – Owners & Operator Steve Olson

Steve Olson reviewed the last RAC meeting:

- ARMER is now 61% on the air; Houston County, Rush City, Chisago County,
- Kanabec and Cook County Participation plans were approved by the State Radio Board
- A new tower is being constructed in Duluth
- 2011 member services contract was signed
- 7.9 upgrade is scheduled for May
- VHF overly is moving forward, 109 sites have been identified and 13 towers are being constructed

4.3 – User Vice Chair Leif Lunde

- Discussed difficulty encountered with Cook County Participation Plan being approved. Other entities were unhappy that Cook County was receiving two additional towers, due to a 200' tower height restriction.
- Monte Fronk mentioned that the User Committee approved the acceptance of the State Radio Board rules as is.

4.4 – RRB Committee Reports.... RAC / RRB

- Karla White reported that there are no changes to the CASM representative from Pine County
- Blanket acceptance of State Radio Board Standards was approved last month, also approved by RAC and RRB. When editing standards, you must be careful and thorough.

5.0 – Old Business

5.1 – Regional Training updates / Feedback

- There should be 200 training DVD's produced by Alexandria Technical College available next month. Anyone interested should contact Dewey Johnson.
- Monte Fronk requested to receive the train-the-trainer power point. Steve Olson has such, and will email to anyone interested.
- St Louis County training funding for 2 people to attend system administration training was approved
- Tim Thomas reported the grant to host training was not approved. Crow Wing County will have a Train-the-trainer training in April at the Brainerd Fire Department.

- Nell retired, and was replaced by Anna Cass. Monte Fronk requested a thank you letter be sent to Nell on behalf of these two committees – Leif Lunde will draft such a letter.
- The SKIP workshop will be attended by Kerry Swenson and Scott Camps on 4/13.
- The radio cache standard passed the RAC and RRB.
- Isanti and Mille Lacs County have requested to have our radio channels in their radio channel bank. A letter is needed by Marcus Bruning (RAC chair) to approve such.

6.0 – New Business

6.1 – Committees / Work Groups for NE region

- Cook County – Participation plan approved by SRB. Received \$40,000 grant to purchase ARMER radios through Department of Homeland Security.
- Lake County – Lake Superior School District has received their radios, and they are to be programmed by St. Louis County.
- Aitkin County – Geocomm is drafting their participation plan.
- Carlton County – They are in the process of hiring a Project Manager for their system.
- Crow Wing County – They are hosting a train-the-trainer training. They are also working on getting access to ARMER by non-government agencies (ie – taconite plant private fire departments).
- Kanabec County – On April 12th their participation plan will be presented to the RRB for approval. All fire departments have portables, EMS has 3 portables, and they are awaiting a grant for law enforcement.
- Koochiching County – Absent
- Pine County – Absent
- St Louis County - Absent
- City of Duluth - They are in the process of finding a new tower site for a west Duluth tower.
- City of Hibbing – No report
- City of International Falls – No report
- Arrowhead EMS – They will be meeting with Ontario authorities at Fort Francis for international radio issues. Pat Lee of Arrowhead EMS is requesting use of the radio cache for the pending floods. He will make the request to MNDOT for immediate use of the cache, as that is where the cache is currently at.
- Cass County has hired Motorola to be their project engineer, looking to March 1st 2012 for go live date. Kerry Swenson will be the system administrator.
- Other new business:
 - o Mark Stansberry handed out a “Hospital Communications Best Practice Guide” (see attached copy). If you would like any changes made, contact Mark Stansberry.
 - o Tim Thomas reported that an agreement between The Leech Lake reservation and the Commissioner MNDOT is to be approved, as Leech Lake has their own limited participation plan.

- BJ Kohlstedt motioned to have a non-encrypted “NE EM” (Northeast Emergency Management) talk-group created. Dylan Bridges seconded. Vote – all ayes. This needs to be approved by the SRB before it will go into effect. Steve Olson will address this with the RAC.
- BJ Kohlstedt requested creating a training subcommittee which was agreed to. The members will be Dan Sathre, BJ Kohlstedt, and Danna Putzke. Contact BJ Kohlstedt if you are interested in being on this subcommittee.
- Monte Fronk reported that the MN Department of Health will be hosting “Tribal Public Health and management” training on May 24th. Part of the training will be a demo of the 800 Mhz radio system. A review will be presented for these committees on June 1st.
- Jeff Anderson reported a train-the-trainer training for dispatchers date needs to be established. He will contact Dewey Johnson and set a timeline for May.
- John Hyde requested to be reserved 2 seats on the roster for the next system administrator training. There is expected to be one training in June, and one in August.
- Robin Arunagiri described that Great Lakes Fish and Wildlife will also be a participant on the ARMER system, along with other state entities.

6.2 – Standards review – Cass County

- Cass County has not completed editing their set of three standards. These edited standards will be presented at the May meeting.

Meeting adjourned at 10:50 a.m.

Motioned by Monte Fronk, seconded by Dan L’Allier, all ayes.

Next meeting May 4th