

**Northeast Minnesota User & Owners/Operators Committee Minutes
May 4, 2011, Fond du Lac Community College**

Attendance: Erik Jankila, Dewey Johnson, Dylan Bridges, Doug Rotta, Dan Sathre, BJ Kohlstedt, John Fredrickson, Bill Bernhjelm, Nick Schutz, Mike Fink, Mark Stansberry, Pat Lee, Monte Fronk, Brian Belich, Jeff Anderson, Jim Gangl, Tim Thomas, Art Morse, Mark Smith, Karla White, Patrice Nelson, Cynthia Suess, Tony Pogorels, Jeff Ronchetti, John Keenan, John Hyde, Ken Johnson, Scott Heide, Kevin Poffs, Dan L'Allier.

1.0 Call Meeting to order at 1018 by Dewey Johnson.

2.0 Introduction of Participants/Roll Call

3.0 Adopt minutes from 4/06/2011

Motion to accept minutes with changes to "6.0 Committees" as presented. (Fredrickson, Rotta, passed)

4.0 Presentations

4.1 Morning Express with Bill Bernhjelm

1. Mark Gieseke at MDOT has been replaced by Mukhtar Thakur.
2. National Weather Service ARMER use standard was sent to Steve Olson who will work with Cynthia Suess of MN State Patrol to revise it for the NE Region.
3. A meeting with Alexandria Technical College was held to develop further training materials. It was excellent and Bill will furnish a report. Modules will include three tracks: Governance, Dispatch and Users. Logins are available from Linda Muchow at lindac@alextech.edu. A draft "Control Station" training module on the Desire to Learn (D2L) site is open for comments to Linda Muchow or Ron Whitehead.
4. The State will provide control stations to MN counties that border WI to "loan" to WI partners, and will also pay for final programming and tune ups of control stations. Please let Bill know when local PSAPs go on the air. PSIC grant expires in Sept of this year; an extension is being applied for.
5. A SCIP implementation workshop was held recently. Scott Camps and Kerry Swenson participated. The federal regional representative, Jim Jarvis, was impressed with Minnesota's plan and progress. Bill will send out notes shortly.
6. The Border Interoperability Demonstration Grant was not awarded to Minnesota. Still, there is a Border meeting with MN, ONT and MAN this month.
7. Three standards were passed at the State Radio Board (SRB) meeting last month. Check the website for updates on 1.5.5 and 1.8.0 relating to management changes and 1.10.0 relating to participation requirements.
8. Fire Grants were fully funded at the federal level, but will have a very short turnaround time. Those who have still received no word about their 2010 grants should be prepared to revise and resubmit 2011 applications soon.
9. State Homeland Security Program (SHSP) grants were cut by 10%. Half of the MN funding will go to the SRB, but may be used to replace lost Interoperable Emergency Communications Grant Program (IECGP) funding.
10. National Emergency Communications Program (NECP) Goal 2 Capabilities Assessment must be completed by all counties before a summer deadline. So far only Aitkin and Lake

are complete. It is a short online survey that should take less than an hour. Bill will call with reminders if not done soon.

11. Narrow banding deadline is Dec. 31, 2012. Surprise! The FCC is sending letters reminding to convert licenses to narrowband ASAP.
12. Regional Radio Board (RRB) budget is being prepared by Itasca and St. Louis County. Contact Scott C, Marcus B, Anna C or Sheriff Williams with comments or requests.
13. Bill suggests a regional committee to write a regional strategic plan. He will be invited to join the officers planning meetings in Silver Bay.
14. Harry Algyer, contracted by AREMA to develop the Tactical Interoperable Communications (TIC) Plan for the border counties, has requested permission to incorporate the regional talk groups.
15. The value and cost of Regional Interoperability Coordinators (RICs) was a topic at the Leadership Conference but, with much support from regional and state radio boards, it was approved to continue their contracts for next year.
16. Legislative budget: The House transferred \$5M from the 911 fund to the General Fund. House File 1131 proposes broadening 911 funds for use to pay for Department of Public Safety (DPS) personnel expenses. House File 441 / Senate File 236 proposes parity for Trac phones and prepaid phone cards to be taxed the same as cell phones with provider service contracts. The proposal to transfer ARMER from DPS Emergency Communications Network (ECN) to the Office of Enterprise Technology (OET) was removed from House File 191.

4.2 Owners & Operator Chair D. Johnson: Nothing to report.

4.3 User Committee Chair E. Jankila: Nothing to report.

4.4 RRB Committee Reports RAC / RRB

Tim Thomas reports PSIC funding has a \$22K balance which is being transferred to Arrowhead EMS Association. COML training was approved and is scheduled for May 23-25 at Pike Lake (check out ARMER Standard 3.17). System Admin training was approved for \$20K and is scheduled for June 21-23 at Grand Rapids. Tim will send info and application soon. Another training will be scheduled for August if needed.

4.5 SCIP Workshop...Camps/Swenson: No report.

5.0 Old Business

5.1 Regional Training updates / Feedback

a. TTT regional progress-Dewey Johnson

Crow Wing training went well with 28 people. Dewey hopes to offer quarterly ARMER TTT trainings as needed. Fourth quarter 2011 will be in Cook County. Contact Dewey to sponsor a third quarter training. Dispatch TTT is in progress, but there is no standard curriculum yet.

b. 200 D2L Alex Tech CD's-Dewey Johnson

Dewey has 200 disks available. Each course (ARMER 101, Interop 101, History of ARMER) is on one disk.

5.2 Training Sub Committee- BJ Kohlstedt

Dan Sathre, Dana Putzke, Doug Rotta and BJ are working on a draft Standard to be available for comment/approval next month.

5.3 NE EM Talkgroup Update

Northeast Emergency Management talk group was approved by the Users/Owners & Operators Committees last month, and Dewey will add it to the agenda for the RAC this month.

6.0 New Business

6.1 Committees / Work Groups for NE region

a. Standards 3.33.2 (Portable Tower for NE region) discussion-Stansberry

Dewey reports this is in progress with St. Louis and should be ready to present in June.

b. Standard 5.4 (Hospital Access) – Dewey

This standard will be finalized at a meeting on May 20 at Stearns County. Send any comments to Mark Stansberry or Pat Lee before then.

c. Standard 5.1 (Non Governmental Access) –Dewey

This involves not only the media, but also corporate/private public safety entities such as taconite company fire departments in St. Louis County, Virginia, Hibbing and Itasca. Representatives from those four groups will form a subcommittee to propose a regional standard.

6.2 Standards review by County/City – Cass County /Crow Wing: No reports.

The schedule of these reports will be discussed at the next officer's meeting.

6.3 Retirement of Tony Pogorels

The committees want to congratulate Tony on his retirement and recognize his service in getting the Users Committee formed. It was also pointed out that he will beat Tim Thomas at retirement.

6.4 Lake County Update - Dan Sathre:

Lake County has done a partial migration to ARMER with the sheriff's office, but not local police departments online. ARMER provides better communication than the current VHF system, but Dan recommends switching all at once if possible.

Next Meeting Date June 1, 2011

This date conflicts with the Cross Border meeting in Grand Marais, and the Regional FBI meetings, but it was determined to keep it. Please let Dewey know if you are not able to attend a meeting, so we can consider changing the date if needed.

Meeting Adjourned at 1118. (Fredrickson, Rotta, Unanimous)