

**Joint Meeting of  
Northeast Regional Users Committee  
&  
Northeast Regional Owners & Operators Committee  
Fond du Lac Community College  
November 2, 2011 10:00 A.M.**

**1.0** Dewey called the meeting to order.

**2.0** Roll Call

Dylan Bridges	Steve Olson
Doug Rotta	Bruce Hegrenes
John Hyde	Jason Dickman
Dan L'Allier	Pat Lee
Brian Belich	Jeff Anderson
Jeff Ronchetti	Mark Smith
Mike Fink	Scott Heide
Karla White	Ken Johnson
Mark Stansberry	Bryan Boshey
Mark Lallak	Mike Keyport
Aaron P Johnson	B J Kohlstedt
Dan Sathre	Erik Jankila
Dewey Johnson	Judy Sivertson

**3.0** Adopt minutes from 10/5/2011

Doug made a motion to accept the minutes, Steve 2<sup>nd</sup>, carried.

**4.0** Presentations

**4.1** Owners & Operators Chair D Johnson

The training committee met and came up with an 18 month training plan.

Motorola CPS training is being hosted by Cass County in December. Plans are to hold another one in April and another in September.

End User Radio training was held in Kanabec. Jeff Anderson reported that the Kanabec County class was postponed due to lack of interest but has been re-scheduled for December 3 & 4. There are already 9 students lined up for this class.

Cook County is looking at hosting an end user train the trainer course in February, Crow Wing in March, Pine in April, and one in Duluth in May.

Tentative dates for a class in Duluth for the Motorola console dispatch train the trainer training are December 6 & 7, eight hours each day. Duluth will have 10 consoles for training plus one for the trainer. The limit is two students per console so they'll be able to train 20 students per session. It will be left as a training lab for the month of

December and into January. Plans are to hold another training in February and another in May.

There was also some discussion about putting some money towards the Interop Conference for those in the region who would like to attend.

Rough estimate is that \$88,000 of the PSIC funds will be used.

Pat Lee reported that Arrowhead EMS put together a grant with some of the money going towards dispatchers. Each county will have some funds available towards travel time, motel, etc., up to \$500. The Sheriff's Offices will be receiving letters regarding that.

**4.2** User Committee Chair E. Jankila – no report.

**4.3** RRB/RAC Committee Reports

The Regional Radio Board meeting for last month was cancelled.

If there are any new members, please take care of sending the appointment letters.

At the RAC meeting, Steve Olson said the Civil Air Patrol requested use of ARMER. He has received information regarding the Cross Spectrum meeting being held December 14. Gold Cross met with the RAC but their plan is incomplete at this time. Gold Cross also attended the regional meeting in St Cloud. There's a statewide concern about the impact of the amount of radio traffic that will be generated by Gold Cross and North Ambulance as well.

Steve reported the following from the Leadership Meeting in St Cloud:

Jackie Mines' 911 position has been filled by Dana Wahlberg from St Louis County.

Joyce Simonen is the contact for any grant extensions that are needed.

Paul McIntire brought three representatives from Gold Cross Ambulance to the meeting to discuss their participation in ARMER.

Rick Juth said State Patrol is building a statewide talk group called MSP Call.

During the Owners discussion PSOA1 was mentioned as a talk group for use in jails so that transport officers could call on that to have the sally ports open at arrival. This could also be used as a jail working communication system as the range is only 2-3 miles.

Steve (?) from south said that at a recent training in Rochester the trainer showed the group that 6 people were scanning the radio on the internet at that particular time. Steve felt that encrypted talk groups may need to be addressed as more of a priority than they have been.

Bruce said there was nothing pertinent to report on from the State OTC meeting.

## **5.0 Old Business**

**5.1 Regional Training Updates** – Erik reported the regional training committee has been revived as there is money that needs to be spent/allocated. Dewey reported on the results of the latest committee meeting under 4.1.

## **5.2 Committees/Work Groups for NE region**

Per Steve, he received an email from Cindy with State Patrol regarding the Weather Standard. The plan is to keep the standard simple and continue with the same procedure. It will be brought to the meeting when finished.

Erik said a meeting was held at 8:30 a.m. prior to this meeting regarding Standard 5.4, Hospital Access. There will be some deviation from the best practices guide in an effort to simplify. There are so many different ways of communicating with the county and hospitals in this region. Mark will be writing the standard for that, and Mark also explained the deviations that had been discussed in the earlier meeting and the reasons for those. Pat said that he and Mark made the decision to bring more information to the O & O/User Committee meetings from the state meetings they attend in an effort to keep everyone more informed.

**5.3 Standards Review** – Mark Lallak with Itasca County reviewed the following (with Bruce's input):

1.8.0 System Change Management

1.9.0 Regional Development and Responsible Entity

1.10.0 Requesting Participation & Participation Plan Changes

## **6.0 New Business**

**6.1 Spring Conference** is still tentatively set for the Civic Center in St Cloud on April 16, 17 & 18. It will be final when bid approval is received.

## **6.2 Jurisdictional Updates**

Aitkin County – The contract with MNDOT has been signed by their board.

Crow Wing County – Still planning go-live in May. There have been some snags with the in-coming equipment for ARMER and NextGen 911 pushing their data room to over capacity. The state's bringing in a rack that's 6' x 6' for the NextGen equipment.

Carlton County – CenturyLink to install their new Viper system in January

Cook County – nothing to report

Itasca County – New audio logger system coming. They also have 48 radios that were purchased with a grant to be disbursed to surrounding counties. Mark will bring these radios to the next meeting to hand out.

Kanabec County – They will be going to the board in a week for financial approval to purchase squad mobiles. Train the trainer will be held December 3 and 4.

Lake County – Dan reported the radios from the Port Security grant have arrived and been handed out to the agencies. Training is being done now for the rescue squads and fire departments.

Grand Portage – nothing to report

St Louis County – Bruce reported a lot of equipment sitting in various places. They're providing console training statewide in December. A few sheriffs met with the Commissioner of Public Safety and expressed concern about the time table for building the towers, making sure they were done. Looks like St Louis County is still on track for the 3<sup>rd</sup> or 4<sup>th</sup> quarter of next year. Bruce is in the process of writing a request to the FCC for an extension for operating narrow band if needed which has to be in by the end of the year. Dewey said beginning at 06:30 on November 3 St Louis County dispatch will begin the migration to the combined center in Duluth, called St Louis Dispatch.

Duluth – continuing the work on local enhancements, obtaining property for tower sites.

Virginia – nothing to report

Hibbing – Erik said they're going to the city council tonight to ask for the budgeted appropriation for about \$253,000 of end user equipment.

Arrowhead EMS – Pat reported the hospitals plan to keep their main towers for VHF communications but will need to go narrow band. They are not able to narrow band, however, until the other entities in the county such as fire and EMS also narrow band. Bruce said the 3<sup>rd</sup> or 4<sup>th</sup> quarter of 2012 is the state mandate for narrow band. Pat said all hospitals in the area have received radios from Arrowhead EMS. There is grant money there for fire departments and EMS communications and dispatch training.

**6.3** Committee officer elections will be held at the next meeting which is scheduled for December 7 at 10:00 at Fond du Lac Community College.

Judy made a motion to adjourn the meeting, Dylan seconded.