

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

April 26, 2012

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 type="checkbox"/> Tim Harkonen/Hibbing |
| <input 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 type="checkbox"/> Kevin Troupe/Kanabec | <input type="checkbox"/> Mark Stansberry/User Committee |
| <input type="checkbox"/> Robert Ecklund/Koochiching | <input checked="" type="checkbox"/> Steve Olson/O&O Committee |
| <input type="checkbox"/> Thomas Clifford/Lake | |
| <input checked="" type="checkbox"/> Steve Hallan/Pine | |

Alternates: (☒ = present; ☐ = not present)

- | | |
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| <input 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 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 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 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 10:08 a.m.

2) ROLL CALL

3) APPROVE THE AGENDA

MOTION made by Commissioner Thiede to approve the agenda. Second; Commissioner Hallan. Upon a vote, the motion carries

4) REVIEW AND APPROVAL OF MINUTES

NE RRB MEETING MINUTES

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MOTION made by Commissioner Bodie to approve the minutes of March 23rd, 2012.

Second; Commissioner Tinquist. Upon a vote, motion carries

5) REPORTS FROM STANDING COMMITTEES

- a) RAC report (Scott Camps)
 - i) Interop Conference last week; about 40 attendees from this region
 - ii) Cass County migrated to ARMER last week
 - iii) End user training in Cook County
 - iv) Pine County setting-up training in near future
 - v) EMS radio distribution; all have been spoken for; there are a few left to distribute
- b) User/Owners and Operators Committee Report (Steve Olson)
 - i) Nation Guard Quarterly Test was conducted on April 10th; seemed to have worked out pretty well
 - ii) Cross Spectrum Overlay Train-the-trainer; May 7th @ St. Paul P.D.; May 9th @ Mankato; Scott Heide is signed up at this time
 - iii) LETAC will be renamed to LSCRAM
 - iv) COMT Training; Arden Hills; October 6-7, 2012; available to out-state first and then will open to the metro area
 - v) Cook County; Train-the-trainer for end user; April 28 & 29 at the Courthouse
 - vi) Kanabec County; is now on ARMER

6) UPDATES FROM MEMBERS

- a) Grant update (Scott Camps)
 - i) ECN has lost their grant coordinator;
 - ii) Still waiting on the 2011 grant contracts for the region
 - iii) 2012 Homeland Security Grants have been severely reduced; there is about \$700,000 to distribute statewide; will be looking at distribution of funds based on the survey that was recently sent out & completed rather than by equal shares as done in the past

7) SPECIAL REPORTS

8) OLD BUSINESS

- a) TIC Plan
 - i) Harry Alger has completed the TIC Plan; each agency was provided with a preliminary copy to review and provide Harry with any necessary changes or updates; each county is encouraged to assign someone to enter their changes into the CASM; Scott recommends that a committee be formed to get each county representative together to make sure that the regional plan is kept up-to-date as required by the state

MOTION made by Scott Camps to accept the TIC Plan as presented by Harry Alger at the RAC meeting on April 25, 2012 with the understanding that additional language will be inserted addressing backup communications. Second; Dan L'Allier. Upon a vote, motion carries.

NE RRB MEETING MINUTES

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Steve Olson and BJ Kohlstedt request that a description for the volunteers for backup communication be added to the TIC Plan; Steve and BJ will present the language to the RAC and RRB to add this information at a later time

b) Radio Distribution Proposal (Scott Camps)

- i) 99 encrypted portable radios were purchased with remaining 2008 HSGP Grant funds; the presented distribution proposal is based on the needs identified by the surveys that were sent out to each agency; proposal was approved at the RAC level

MOTION made by Scott Camps to approve the distribution proposal as presented. Second; Mark Falk. Upon a vote, motion carries

9) NEW BUSINESS

a) COML Training (Scott Camps)

- i) Steve Olson has completed his Communication Unit Leader Training; the RAC has approved his application

MOTION made by Scott Camps to approve Commissioner Dowson to sign the COML passbook and approve Steve Olson's certification. Second, Kerry Swenson. Upon a vote, motion carries

*Congratulations and thank you Steve on all the time and effort you've put into getting COML certified

b) RIC Update (Bill Bernhjelm)

- i) With the yearend deadline coming up, things are moving at a fast pace
- ii) SCIP Workshop next weekend; working on the broadband issue of the state communication interoperability plan; Mark Lallak, Scott Camps and Scott Heide will be attending
- iii) Moto bridge VHF Interoperability layer system; Train-the-trainer will be offered on this system on May 7th in St. Paul; Scott Heide and possibly Dewey will be attending
- iv) MOU Agreements with the state need to be signed and returned; this was sent out a while ago; it provides for each county to operate under the State's Interoperability Frequency License with the STR
- v) There are 32 counties on the ARMER system
- vi) From the NE region: Itasca, Kanabec and Cass are on ARMER; Lake is soon to transition
- vii) Construction of the system is at about 76%; anticipating to complete 30-40 more sites this year
- viii) Continuing work with Manitoba and Ontario on cross international board interoperability;
- ix) Still working on state-to-state interoperability with Pine, Burnett and Douglas Counties

10) ADJOURN

- a) Next meeting May 24, 2012