

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

February 23, 2012

Board: (☒ = present; ☐ = not present)

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|-----------------------------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> Mark Wedel/Aitkin | <input checked="" 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 checked="" 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 checked="" type="checkbox"/> Kevin Troupe/Kanabec | <input 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 checked="" 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 type="checkbox"/> Kerry Swenson/User Committee |
| <input type="checkbox"/> Rich Sve/Lake County | <input type="checkbox"/> Scott Heide/O&O Committee |

Guest Speakers: Tom Hannon, 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

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

4) REVIEW AND APPROVAL OF MINUTES

Chairman Dowson approved minutes of January 26, 2012, as submitted

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5) REPORTS FROM STANDING COMMITTEES

- a) RAC report (Scott Camps)
 - i) State is working on policies for National Weather Service and Pursuits
 - ii) State has put together some work groups for Best Practices; Law Enforcement, Emergency Management, Public Health; these will follow along the lines of the Hospital and EMS best practice groups
 - iii) Alex Tech has put together flyers for the individual portable radios, mobile radios and consoles which can be utilized for training; these flyers can be customized for each entity as requested; contact Linda Muchow before the end of March as the grant funding will soon end
- b) User/Owners and Operators Committee Report (Scott Camps)
 - i) Training in Crow Wing County (Brainerd Fire Hall) on March 8 & 9, 2012; request to use up to \$6,000 of PSIC training funds

MOTION made by Commissioner Sweeney to approve the use of \$6,000 PSIC grant funds for training in Crow Wing County. Second; Commissioner Bodie. Upon a vote, the motion carries

6) UPDATES FROM MEMBERS

- a) Grant update (Scott Camps)
 - i) FEMA 2012 grant program has been reduced significantly since the previous year. The State of Minnesota is to receive approximately \$2.8 million for the State Homeland Security Grant Program which is down from 5+ million from last year; Scott believes that grant funding is going to change significantly; there may not be a lot of funding for the 2012 projects
 - ii) Grant Spreadsheet; Scott sent out an update on grants showing the budget revision of the PSIC funds; PSIC grant will be addressed under new business
 - iii) 2009 IECG; there are remaining funds that need to be used before the grant expires; will address under new business
 - iv) 2011 Homeland Security Grant; should receive approximately \$300,000 for end user equipment; waiting on final contract and reallocation numbers

7) SPECIAL REPORTS

- a) No reports

8) OLD BUSINESS

- a) LLBO Participation Plan – passed through OTC (informational only)

9) NEW BUSINESS

- a) PSIC funds – Interop Conference (Scott Camps)
 - i) An extension was requested of the PSIC grant to accommodate use of the grant funds for the Interop Conference
 - ii) It was recommended to allow 40 individuals to use PSIC funds toward the cost of the Interop Conference
 - (1) 2 individuals from each member of the Joint Power Agencies + 2 from each of the tribal entities; Notify Anna no later than 1600 hours on Thursday, March 1st,

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- 2012, with your participant choices; after March 1st any unfilled spots will be filled with those picked by the Chair or Vice Chair of the RAC
- (2) \$50 registration fee and up to \$300 towards hotel accommodations per attendee will be covered; no other expenses to be covered

MOTION made by Commissioner Tinquist to approve the use of \$13,000 PSIC funds for the Interop Conference as outlined above. Second; Councilman Harkonen. Upon a vote, motion carries

- b) PSIC funds – use of remaining funds (Scott Camps)
- i) There are remaining funds in the PSIC and IECG grants which will soon expire; it was recommended to request (from the state) a reallocation of the remaining funds PSIC funds from training to equipment; there is about \$9500 left in the training fund after all the current training commitments are taken care of; there would then be approximately \$33,000 (+ match) allocated to equipment
 - ii) 2009 IEC Grant Funds; there is approximately \$30,000 (+ match requirement) left in this grant
 - iii) This leaves a total of about \$63,000 (+ match) to use for end user radios between the two grants; it was proposed that agencies who have already or will soon migrate to ARMER, use these remaining funds to purchase end user equipment; if split 8 ways, grant funds are about \$8,000 with a match amount of \$2,500 which each entity will be responsible for
 - iv) The 8 entities in mind are: Itasca, Kanabec, Lake, Cass, Crow Wing, Pine, Aitkin and Leech Lake. If these entities wish to utilize these funds for end user equipment they will need to notify Anna by March 1, 2012

MOTION made by Commissioner Troupe to transfer PSIC funds as recommended and reallocate those funds from both the PSIC and IECG to the 8 agencies as outlined above. Second; Commissioner Clifford.

There was discussion regarding the allocation of the funds. There is concern that the funds should be allocated to those entities that have not ordered their equipment rather than to those that have their equipment in place. It was explained that the 8 entities listed have may have most of their equipment but they also can quickly and easily identify the other equipment needs. Since the grants are short dated, the funds need to be expended in short order that is why the 8 entities were chosen for this funding.

Upon a vote, the motion carries

- c) NE Minnesota Emergency Management Advisory Committee (Scott Camps)
- i) It was proposed to move this committee under the Regional Radio Board; Scott asks for a motion to approve moving the Emergency Management Committee under the NE Regional Radio Board

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MOTION made by Commissioner Thiede to call for the convening of the NE Minnesota Emergency Management Advisory Committee from the membership of AREMA. Second; Commission Hallan. Upon a vote, motion carries

- d) Train-the-trainer class in Brainerd (discussed under 5.b)
- e) Updates from the RIC (Bill Bernhjelm)
 - i) There will be no more extensions on grants
 - ii) Carlton County received an AFG for their ARMER participation; also Crow Wing County Fire Agencies got their AFG grants
 - iii) Legislative proposal was made to change the 403B Statute which governs the statewide radio board. It will expand the jurisdiction of the SRB to include the supervision of the 9-1-1 program
 - iv) Regional standards are being collected from all the regions to be posted on the web along with the statewide standards for a common access point
 - v) State website was updated to include trainings that are happening across the state; this will allow regions to access open seats at trainings

10) OTHER BUSINESS

- a) MCIT Insurance Invoice
 - i) MCIT invoice of \$2,174.00 was received for 2012

MOTION made by Councilman Harkonen to approve payment of MCIT invoice. Second; Commissioner Thiede. Upon a vote, motion carries

ADDITION: There is approximately \$275,000 left in the 2008 Homeland Security Grant; the RAC approved using these fund to purchase end-user radios; per the Motorola quote, we should be able to get 99 XTS2500 Portable Radios; Scott has put together a couple of recommendations on distribution of these radios for review and discussion at the March meeting

ADDITION: The next NE RRB meeting falls on the same date as the MC Legislative Conference. It was decided to move the March meeting from Thursday to Friday, March 23, 2012

11) ADJOURN

- a) **Next meeting date: March 23, 2012 (Friday)**

MOTION made by Commissioner Thiede to adjourn at 10:49 am. Second, Councilman Harkonen. Upon a vote, motion carries