

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

January 26, 2012 10:00 am

Board: (= present; = not present)

- | | |
|---|--|
| <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 type="checkbox"/> Davin Tinquist/Itasca | <input checked="" type="checkbox"/> Scott Camps/NE RAC |
| <input type="checkbox"/> Kevin Troupe/Kanabec | <input checked="" type="checkbox"/> Mark Stansberry/User Committee |
| <input type="checkbox"/> Robert Ecklund/Koochiching | <input checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/> Scott Heide/O&O Committee |

Guest Speakers: Bill Bernhjelm (RIC, DPS ARMER), Rey Freeman (GeoComm)

1) CALL TO ORDER (Chairman Dowson)

Meeting was called to order by Chairman Dowson at approximately 10:00 a.m.

2) ROLL CALL

3) APPROVE THE AGENDA

Chairman Dowson requests that Board Elections be added to the agenda under item 10.a.

MOTION made by Commissioner Hallan to approve the agenda with the addition of board elections. Second; Councilman Harkonen. Upon a vote, the motion carried

4) REVIEW AND APPROVAL OF MINUTES

NE RRB MEETING MINUTES
JANUARY 26, 2012

Chairman Dowson approved the meeting minutes of November 17, 2011, as submitted

5) REPORTS FROM STANDING COMMITTEES

- a) RAC report (Steve Olson)
 - i) Working on Pursuit Standard for region
 - ii) Tower construction statewide is approximately 60-70% complete
 - iii) Wrenshall tower is in final acquisition and easements are secured
 - iv) Bena & Glen towers online
 - v) Logan & Bigfalls are soon to be on air
 - vi) Best Practices workgroups are being established at the State Board and OTC levels to look at standards pertaining to Public Works, Fire, Law, and Dispatch; anyone interested in listening-in on calls or participating contact Bill Bernhjelm or Tom Johnson; Emergency Managers and Public Health groups have been combined
 - vii) (Bill Bernhjelm) one additional workgroup to those previously listed is the Emergency Management and Public Health which have been combined
- b) User/Owners and Operators Committee Report (Steve Olson)
 - i) The State has required dispatch centers to monitor any call as soon as possible, even by portable radio if necessary
 - ii) Working on the Weather Service Standard with the State Patrol
 - iii) Working on providing a train-the-trainer training in Cook County for April
 - iv) VHF overlay committee is looking at having a high powered frequency which is likely to be VLAW31 and a low powered frequency which is likely to be 8CALL10
 - v) CPS training in Cass County is February 23-24, 2012
 - vi) Steve noticed that the Leech Lake JPA paperwork identified the appointees to the various committees for the region and stated that this information is great to have

6) UPDATES FROM MEMBERS

- a) Grant update (Scott Camps)
 - i) PSIC grant funding is set to expire the end of March; there is approximately \$68,000 mixed in training, planning and equipment; originally we thought that we would have until June to spend the funds; Scott will look into whether or not we can utilize these funds for the Interop Conference in April; if we can't use all the training funds we have the option of moving funds into the equipment category of the grant; question is whether there is a 20% match for equipment purchases
 - ii) 2008 Homeland Security funding; approximately \$275,000 in funds left for end-user radios; expires 2-29-12; would like to move ahead and purchase radios and then consider the distribution at the February meeting; there was no determination at this time of the whether mobile or portables would be purchased

MOTION made by Sheriff Turner to authorize the purchase of radios with the remaining funds of the 2008 HSEM grant. Second, Commissioner Bodie. Upon a vote, motion carried

- iii) At the next meeting, Scott will provide an updated spreadsheet showing where we are at with the grants

NE RRB MEETING MINUTES
JANUARY 26, 2012

ADDITION TO THE AGENDA

Chairman Dowson asks whether there has been any talk of House File #213 being reintroduced (State Sales Tax Exemption); Bill has not heard whether the House has reintroduced this file or not, but he does believe that it is in the legislative priorities for the State Police Chiefs and Sheriff's Associations; he believes that it will get introduced at some point but has not been advised as yet

Chairman Dowson encourages counties to request action on the Sales Tax Exemptions when meeting with their local representatives

Commissioner Thiede requests that Chairman Dowson send a letter, on behalf of the Regional Radio Board, to the regional representatives indicating support of House File #213

MOTION made by Commissioner Thiede to authorize Chairman Dowson to send a letter to the regional representatives indicating support of House File #213. Second; Commissioner Hallan. Upon a vote, motion carried

7) SPECIAL REPORTS

- a) RIC Updates (Bill Bernhjelm)
 - i) Reminder that there is a Leadership Meeting in St. Cloud on Monday, January 30, 2012; starts time 9:30; there will be firsthand updates from Mn/DOT and Jackie Mines
 - ii) Interop Conference is April 16-18, 2012, in St. Cloud; more information will be out soon
 - iii) There was a request from Wisconsin to include the NE talkgroups in a mobile command vehicle; request was approved

8) OLD BUSINESS

- a) No report

9) NEW BUSINESS

- a) Revised MOU for STR (Steve Olson)
 - i) A revised MOU for the STR has been received and approved at the RAC level; it clarifies that the regions are the owners of the radio cache, transportable tower and repeaters; also extended the term of the MOU to 5 years following adoption;
 - ii) Cook County was overlooked and left off of the MOU;
 - iii) Tower should arrive February/March;
 - iv) There is \$12,500 allocated, by the state to the regions, for the maintenance of the STR over the next five years

MOTION made by Steve Olson to authorize Chairman Dowson to sign the revised MOU with the addition of Cook County. Second; Councilman Harkonen. Upon a vote, motion carried

NE RRB MEETING MINUTES
JANUARY 26, 2012

- b) Drug Task Force Group on ARMER (Bill Bernhjelm)
 - i) This request came to the RAC for a multi-regional talkgroup from the Joint Drug Task Force of Pine, Chisago and Isanti Counties; the request has been withdrawn at this time; no action needed
- c) Leech Lake Band of Ojibwe Participation Plan (Rey Freeman)
 - i) LLBO is currently on existing VHF systems; there are separate repeaters for law enforcement, tribal police and transportation services for both schools and casinos;
 - ii) To stay on VHF some narrowband upgrades would be necessary; some agencies have gone to narrowband; others, primarily public safety are looking to move forward with ARMER implementation;
 - iii) Currently 3 public safety agencies and 3 public works agencies are listed in the plan; 4 other transportation groups are listed in the plan as potential future users;
 - iv) Plan includes a total of 235 ARMER radios; 55 of which are public safety; approximately 180 are public works or transportation agencies;
 - v) Fleet map includes 38 talkgroups for various groups; potential agencies using the system include tribal police, EMS and Health Services, Conservation Officers, Gaming Transportation, Resource Management and a variety of other school and public works agencies;
 - vi) As the plan stands, there are no local enhancements planned in terms of tower sites or channel capacity; there are 11 sites included in the plan of which 3 are part of the Itasca Simulcast Network; projected traffic patterns would not be on the Itasca network and there should be no loading issues;
 - vii) Tower sites include; Alwood, Bemidji, Bena, Cass Lake, Cuba Hill, Deer River, Hines, Inger, Kabekona, Walker & Whipholt;
 - viii) There are no fire departments listed on the plan because Cass Lake Fire Department is incorporated to the Cass County Plan;
 - ix) Looking to get started later in the first quarter of 2012 with completion by the end of December 2012

MOTION made by Sheriff Falk to approve the LLBO Participation Plan. Second; Councilman Harkonen. Upon a vote, motion carried

- d) Leech Lake Band of Ojibwe JPA

MOTION made to Commissioner Sweeney to authorize Chairman Dowson to sign the JPA of the Leech Lake Band of Ojibwe formalizing membership to the NE RRB. Second; Sheriff Falk. Upon a vote, motion carried

- e) EMS Workgroup Appointments (Bill Bernhjelm)
 - i) EMS Best Practices Workgroup has been formalized and moved under the Interop Committee; it was requested that the region make official appointments to the committee; Mark Stansberry and Pat Lee have been participating in the workgroup discussions and it was recommended by the RAC to appoint these two men to continue representing the NE Region

NE RRB MEETING MINUTES
JANUARY 26, 2012

MOTION made by Commissioner Sweeney to appoint Pat Lee and Mark Stansberry to the EMS Committee. Second; John Strongitharm. Upon a vote, motion carried

10) OTHER BUSINESS

- a) Elections of Board Officers
i) NE RRB Chairman; A call was made for parties interested in the position of Board Chairman

NOMINATION of Jim Dowson for Board Chairman, made by Sheriff Williams. Second; Sheriff Falk. Upon a vote, nomination carried

ADDITION TO THE AGENDA (Steve Olson)

ARMER user train-the-trainer course for Hospitals and EMS; February 20 & 21 in Brainerd and March 12 & 13 in Wilmer; if additional information is needed, contact Anna

- ii) NE RRB Vice Chairman; Commissioner Sweeney was asked if she wished to continue as Vice Chair

NOMINATION of Peg Sweeney for Board Vice Chairman made by Scott Camps. Second, John Strongitharm. Upon a vote, nomination carried

ADDITION TO THE AGENDA

Commissioner Thiede suggests that the group get together sometime in April for a face-to-face meeting; Sheriff Williams offers Itasca County as a meeting place with lunch provided; Chairman Dowson was left with the task of coming up with a meeting place and date

Commissioner Clifford suggests that the Bylaws be reviewed for any necessary changes

11) ADJOURN

- a) Next meeting date February 23, 2012

MOTION made by Councilman Harkonen to adjourn at 10:53 am. Second, Commissioner Hallan. Upon a vote, motion carried