

## 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

July 26, 2012

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 checked="" 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"/> Scott Heide/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 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 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 10:04 a.m.

### 2) ROLL CALL

### 3) APPROVE THE AGENDA

**MOTION** made by Commissioner Sweeney to approve the agenda. Second; Commissioner Bodie. Upon a vote, motion carried

### 4) REVIEW AND APPROVAL OF MINUTES

Chairman Dowson approved minutes of May 24, 2012, as submitted

NE RRB MEETING MINUTES  
JULY 26, 2012

**5) REPORTS FROM STANDING COMMITTEES**

- a) RAC report (Scott Camps)
  - i) Items to report are under New Business
  
- b) User/Owners and Operators Committee Report (Steve Olson)
  - i) No meeting due to the July 4<sup>th</sup> Holiday

**6) UPDATES FROM MEMBERS**

- a) Grant update (Scott Camps)
  - i) Approximately \$58,000 is left of the IEC grant training funds; this will run out February of 2013; any training dollars should be requested ahead of time from the training committee
  - ii) 2010 Homeland Security Funds for public safety 911 centers to link to the ARMER system for Carlton, Pine and Aitkin Counties; Pine County has used their allocation
  - iii) 2010 Homeland Security for Carlton, Pine and Lake to use for infrastructure and subscriber radios; Pine County has use their allocation
  - iv) 2010 ARMER Integration Grant extension was approved; Cass and Pine County have spent their allocation; requesting that other counties get theirs used by the end of the year
  - v) 2011 Homeland Security Grant; end user radios for fire departments have been ordered and distributed

**7) SPECIAL REPORTS**

- a) No reports

**8) OLD BUSINESS**

- a) RIC Update (Bill Bernhjelm)
  - i) System approximately 80% complete; most of work left to be done is in the NE and NW regions; expect to be 90-95% completed by years-end and 100% complete by June 2013; sites left to be done after January 1, 2013 are due to land issues
  - ii) 911 next generation equipment; 2-3 counties are now on the new system, including Kandiyohi and Carver Counties. A group of counties will be brought on in the next month or so; working with State Patrol to make sure that their consolidation plans are supportive of the new equipment

**9) NEW BUSINESS**

- a) NE RRB 2013 Budget Proposal (Scott Camps)
  - i) Slight increase from 2012 due to the increase of staff expenses
  - ii) Some funds were put back into committee expense which had been taken out in 2012, this is specifically for User, Owners & Operator meetings so that coffee/snacks can be provided for attendees
  - iii) Also provided for a slight increase in the MCIT insurance
  - iv) The RAC proposed and passed for recommendation to the RRB

NE RRB MEETING MINUTES  
JULY 26, 2012

**MOTION** made by Councilman Harkonen to approve the proposed 2013 budget for the NE RRB. Second, Commissioner Hallan. Upon a vote, motion carried

\*\* Chairman Dowson asks about the ARMER software upgrades he read about in the RAC meeting minutes and whether the counties will be liable for the cost or partial cost of these upgrades. There was concern expressed from all the commissioners that the budget process for their respective counties is underway for the year 2013 and does not account for any system upgrades.

Bill Bernhjelm explained that there are two software and maintenance agreement options before the SRB at today's meeting. Both options include normal maintenance and software updates and one of the options adds equipment updates. The difference between the two options is about 2 million.

Bill further explains, that cost share issues come down to which parts of the system are allocated as local enhancements and which are considered backbone. The State covers the state owned equipment and maintenance on the zone and master controllers, etc.. Local enhancement updates are paid by the county.

Chairman Dowson asks if any of the cost can be paid for with the 911 fees. Bill believes that anything related to a fully integrated console could be paid out of the 911 fees; equipment that is offsite from the actual PSAP would more than likely not be eligible to be paid by 911 fees.

Bill assures that he will share with the SRB (at today's meeting) the concern that any upgrade expenses will not be accounted for in the county budgets.

Commissioner Sweeney expresses concerns that a majority of the NE region is not yet on the ARMER system and the state is already looking at imposing expenses relating to a system that isn't being used by some counties yet. In addition, sales tax is an issue. Commissioner Sweeney requests that a letter be drafted addressing the wishes of the NE RRB regarding sales tax and ARMER related upgrade expenses.

**MOTION** made by Commissioner Sweeney to draft a resolution and send to the SRB expressing the views of the NE RRB on how any upgrades to the ARMER systems should be paid for by the State or with 911 fees until the system is fully operational and all counties are on the system. Second, Commissioner Thiede. Upon a vote, motion carried

It was agreed that Commissioners Dowson, Sweeney and Thiede would work on the resolution and send it to the RRB members by Tuesday for their review. Upon approval the resolution will then be forwarded to the SRB

- b) Naming Convention Recommendation (Scott Camps)
  - i) The proposal is to remove TAC from the NETAC leaving just NE in hopes to eliminate confusion of the region and statewide TACs
  - ii) Motion was made, approved and forwarded from Users and RAC committees

NE RRB MEETING MINUTES  
JULY 26, 2012

**MOTION** made by Scott Camps to approve changing the naming convention as recommended by the User Committee and the RAC. Second, Commissioner Clifford. Upon a vote, motion carried

- c) Interoperable Data Committee Nomination (Scott Camps)
  - i) The state has formed and Interoperable Data Committee and sent a request to the regions for nominations to the committee
  - ii) Due to the short dated request of nominations, Marcus Bruning has nominated John Hyde from the City of Duluth
  - iii) Motion was made, approved and forwarded from the RAC

**MOTION** made by Commissioner Bodie to approve the nomination of John Hyde to the Interoperable Data Committee. Second; Councilman Harkonen. Upon a vote, motion carried

\*\*Side note; Bruce Hegrenes is representing the Minnesota Sheriff's Association from outstate on this committee

**10) OTHER BUSINESS**

- a) No other business

**11) ADJOURN**

- a) Next meeting August 23, 2013

Meeting called ended at 10:49 am