

**Joint Meeting of
Northeast Regional Users Committee
&
Northeast Regional Owners & Operators Committee
Fond du Lac Community College
November 7, 2012 10:00 A.M.**

1.0 Meeting called to order by Dan Sathre.

2.0 Present:

Bill Bjernhelm	B J Kohlstedt
Bruce Hegrenes	Dan Sathre
Dave Gilmore	Doug Rotta
Dylan Bridges	Erik Jankila
John Hyde	Mark Lallak
Mark Smith	Mike Fink
Mike Keyport	Rowan Watkins
Steve Olson	Tom Fread
Mike Sullivan	Judy Sivertson

3.0 Mark L. made a motion to accept the minutes, Doug seconded.

4.1 Bill Bernhjelm said to let him know if there's any interest in a second Motorola systems administration class to be held in MN, and he will work with Motorola to make that happen if there is sufficient interest. He has six to eight names on the list right now.

May 6, 7, and 8 are the dates for the Interoperability Conference in 2013. The first meeting for the planning group will be this afternoon. If anybody is interested in being on the planning group, let Bill know.

The primary change to the Pursuit Standard is to allow for the agencies who have created a statewide roam or 911 for statewide coverage, the officer could switch to that and then be patched to the L Tac by their dispatcher which alleviates the concern of running out of coverage of the officer's primary talk group. The SRB is looking for a nod of approval from each region. The draft that was emailed to everyone was finalized at the Interop Work Group. That work group will meet again next month and hopefully will have gathered all the input from all the regions at that point. If all is okay, it will be pushed forward to the Interop Committee.

Bruce H asked which Motorola version will fix the Pursuit Standard issue. Mike Fink said it will not be fixed with version 7.13. Before Motorola puts resources into this, they need direction from the state and a commitment from the state as to which way they want it to go. That message has been communicated to Jackie Mines and Tim Lee. Having the fix in version 7.15 is a possibility but that version probably won't be implemented by the state until 2016.

Bruce mentioned they've added a deck box with eight pre-sets to all the 2500 mobile radios in their squads enabling officers to change talk groups more easily.

Bill requested a vote to recommend to the RAC that this approach to Pursuit Standard, version 3.44.0, be supported. Motion was made by Doug and seconded by Dylan. Doug said a letter should be submitted along with the recommendation that we'd like the Pursuit Standard returned to the original way as soon as possible.

Bill said State Patrol in Duluth is closed, everything is down in Roseville now. If anyone is interested in surplus furniture and other dispatch accoutrements, Bill has a contact number, 651-201-7139. State Patrol in Virginia is closed at night now and scheduled for full closure after the first of the year. Rick Juth spoke at the Regional Leadership meeting Monday, reminded everyone that when you're asking for help from the State Patrol, reporting an incident to them, dispatchers may not be familiar with the common place you may have used generically with the local folks and to give them specific location information. Steve said to remind dispatchers to stay on the phone until the call takers at State Patrol understand exactly where you are as the call takers are from all over MN.

Bill stressed how important it is to have NE Call in dispatch. State Patrol will also be using that talk group for the first Wednesday of the month tests.

4.2 Owners & Operators – Steve O – nothing to report.

4.3 User Committee – Dan Sathre – nothing to report.

4.4.a. RAC – Dan attended the meeting to address the training issues discussed at the last O & O / User meeting. The RAC is in favor of refresher classes for instructors but would prefer to find a way to do that using people in our own regions so we're not hiring expensive consultants. Steve said Kanabec, Cass, Itasca & Crow Wing counties were advised they need to upgrade their consoles to the MCC7500 before the 7.15 upgrade that will happen in 2016. Bill thinks there are seven counties in the metro who will need to replace their Gold Elite consoles.

Steve mentioned the training at the Arrowhead EMS conference. Dan said that training will not happen this year. Monte said they're starting the planning for the Interop Conference so let him know if there should be some training scheduled at that time. Bill said there's some grant money that will be expiring soon that could be used for training. Steve said there may be a COMT train-the-trainer training in MN coming up next year. There's going to be a COML exercise probably around St Cloud somewhere large enough to certify nine COMLs.

4.4.b. RRB – Steve said there will be some changes in membership due to elections. Monte said the Mille Lacs Band is typing a resolution so there will be two new people to the Owners & Operators and two new people to the Users and Monte will be on the RAC and Emergency Management. They will have a person on the RRB also.

Steve said the RRB approved St Louis County's designation from SU to a single character S based on the population of St Louis County. Steve said Hibbing appointed Erik to the Radio Board but Erik said that is incorrect because to be on the RRB you have to be an elected official and their city council member who is on the RRB won the re-election so that is not changing.

Steve said there were changes to Aitkin, Crow Wing and Carlton County participation plans that basically lines up with everybody else as far as their statewide access for roams and 911.

Steve said there's ongoing discussion regarding MCIT Insurance rates that have been raised. There's some research being done into moving to the League of MN Cities insurance but nothing has been decided yet.

4.4.c. OTC - Bruce said the OTC met a month ago and there was the usual request for statewide access 911 talk groups. The big thing was the recommendation for the SUA2 plan to go to the State Radio Board finance committee. Bill said that passed. There was a long discussion on change management which Bruce said is waiting to go through Interop at this point so don't look for any action before the first quarter of next year.

4.4.d. VHF Overlay - Bruce said each county in the region, except Carlton, has at least two base stations / sites that will be on the moto bridge. One will be dedicated to VLaw31. The rest of the VHF tactical, V Med, MNCOM, V Fire, V Tacs can only be accessed by a moto bridge console. Bill said each tower site will show up as a separate icon on the console. Bruce said there are 109 total tower sites statewide. Bill said they worked on the Alex Tech moto bridge training last week.

4.4.e. EMS – nothing

4.4.d. Best Practices – Bill said Public Works has been approved and will be going to Interop next and from there to the SRB. Dispatch, EMS, and Hospital have been approved.

4.4.g. Change Management – Bruce already addressed.

4.4.h. ARMER Upgrade – Bruce said they're hoping to have Wrenshall on this week. Schroeder and Brimson are on. There are still 11 sites in St Louis County that aren't up. The temporaries that have been allocated should be enough to keep running with for now.

Bill reminded anyone who has not completed their VHF MOU to get that moving through your county board.

5.0 Training – nothing new.

6.1. & 6.2 Instructor refresher training – Dan said when they went to the RAC regarding this, they were told they need a specific plan. One of the issues is how to handle initial training for new hires and refresher training. Refresher training for the instructors was discussed. The RAC was in favor of having trainers from our own region. It was suggested

to have training available region wide on a monthly basis with each county picking a month to host the training.

Mark L said Itasca County is going to offer training 3-4 times per year.

Dylan said Carlton feels the responsibility for training belongs to the county, and users will not receive a radio before completing the training.

Erik said in St Louis County they won't issue a radio ID until the required training has been completed.

Bruce said there is some training money available from the region. He has had conversations with local community colleges who are offering firefighter 1 and 2 about changing their curriculum to include the radio training.

Dave G suggested leaving the training up to each county and if they had a need for trainers, come to the region and ask for a trainer. Erik suggested coming up with a list of interested trainers, and to be truly interop, there needs to be a regional concept for training. If St Louis County is teaching one thing and Itasca and Lake are doing another thing, it shoots the interop concept.

BJ suggested having a core group revise the training standard.

Dan said if any county has instructors who are really good and interested in helping other agencies, send him an email and he will get that posted.

7.1.1 TIC Plan was sent out. Each county should review their specific information. According to the TIC plan, any changes should be emailed to Marcus Bruning.

Doug made a motion that the chairs for both Owners & Operators and User Committees send a letter to the RAC and RRB in support of having the Pursuit Standard reverted back to the old way as soon as Motorola is able to make the necessary changes. Mark seconded.

BJ asked about the National Weather Service Standard. Bill said it is still idling.

The portable radio grant goes to the finance committee this week. The NE region gets 36 radios.

Bill said the 2012 SHSP came in higher than expected, will be around \$951,000 for the state. They will re-constitute the grants work group and put it under the state radio board finance committee. They'll go back now and figure out how to distribute that money.

8.0 Jurisdictional Updates

Itasca – nothing

Hibbing- ARMER radios installed. Five new staff trained. Waiting on a new tower.

Duluth – Fire has training set for the 1st part of December and will be handing out portables

Cook - Highway department has radios and they were all trained last week. They're going to try to do two waves of pulling out old radios and installing new and then they'll all be on ARMER.

Grand Portage – Should have resolution and appointees ready for the RAC this month. Council member Marie Spry will be on the RRB. Paula Schaeffbauer and myself will be on the Owners & Operators group. She's our public health and EMS director. Eric Carlson, our wildfire tech, will be on the Users group.

Carlton – Law enforcement is on ARMER, we have a couple more mobiles to install, fire department training is done, mobiles are installed. We're waiting on the Wrenshall tower.

St Louis – 1600 radios out the door so far, 63% trained. Anticipate moving south fire to ARMER next Thursday, law enforcement the 1st week of December, and north fire after that. Still waiting on towers but have temporary sites in process.

Lake – Schroeder tower is on. Road and bridge was trained last week. Narrow banding is happening today.

Mille Lacs Band – Will be going on with Mille Lacs County the end of this month. Aitkin and Pine Counties should be the next month.

St Mary's – Waiting for fleet map. Bruce said there should be a resolution tomorrow regarding the talk groups currently programmed into the radios being changed.

Virginia – All equipment is installed and are using it.

Pine – Mark Smith said the Sheriff's department is on, highway department is on, DSC is doing installs for the fire departments. They don't have Cloverdale or Duxbury. For their paging system, they're looking at a Simlcast system. They'll be putting a site on the hotel instead of Cloverdale as it'll probably be six months before that will happen. They plan to have paging up and running by the end of the year.

Judy made a motion to adjourn. Steve O seconded.