

**Joint Meeting of
Northeast Regional Users Committee
&
Northeast Regional Owners & Operators Committee
Fond du Lac Community College
October 3, 2012 10:00 A.M.**

1.0 Meeting called to order by Dan Sathre

2.0 Roll Call

Aaron Johnson	Bill Bernhjelm
Cynthia Suess	Dan Sathre
Dan Lallier	Dave Gilmore
Doug Rotta	Dylan Bridges
Greg Hanson	Jeff Ronchetti
Karla White	Mark Lallak
Mark Smith	Mike Fink
Pat Lee	Patrice Nelson
Rowan Watkins	Scott Heide
Stephanie Nynas	Steve Olson
Steve Vankekerix	Tom Fread
Tom Ralidak	Judy Sivertson
Mike Keyport	Mike Sullivan
Monte Fronk	

3.0 Adopt minutes from 9/5/2012. Karla made a motion to accept the minutes, Monte seconded.

4.1 Bill – The change management process goes through the regional review and was sent out last month. Bill will forward the full document to Judy to be emailed to everyone. The first major change was to the standard naming convention for the VHF interoperability channels, which is non-controversial. It was agreed that everybody was adopting those new names anyway at the time of the re-programming to narrowband.

The major change that will affect everybody is the change of the state-wide tactical to a list that will be S-TAC 1 through 16 essentially. There's a proposal for the L-TACs to maintain themselves as separate from the full interoperability zone so there will essentially be four new S-TACs and put in place of L-TACs on the 1-16 list, and the L-TACs would go into a separate zone and be authorized for law enforcement radios only. The law encrypted TACs and the law encrypted SIUs would be re-named, re-naming of the SOAs, essentially to allow SOA 1 through 6 as opposed to what we have currently with the ASOA, PSOA, and so forth. They would create 12 700 mhz SOAs. They would designate one of the 1 through 6 SOAs as jail / sallyport operations.

Any feedback on this document can go to Bill or the RAC member representing your agency.

One of the key discussions at the regional leadership meeting in St Cloud on October 29 will be the sales tax exemption situation with regard to radio purchases.

VHF Overlay MOU still needed for the ARMER integrated console.

December 31, 2012 is the narrow-banding deadline.

System Update Agreement 2 (SUA2) lists the current proposal to the SRB from Motorola with regard to system upgrades, and combining what's currently known as SMA (System Maintenance Agreement) to the the SUA2. Motorola has made a very significant offer with that upgrade in terms of finances with the idea that if the state were to make a longer term commitment on that system upgrade that they would be able to offer that price benefit. Steve sent around the cost estimates for each agency for these upgrades. The major upgrade out there is upgrade 15 in 2015/2016 that will require everyone to be on MCC7500s.

State Patrol sent out an email stating they'd adopted an accelerated plan to consolidate their dispatch centers.

4.2 Owners & Operators - Steve Olson – nothing to add

4.3 User – Dan Sathre – commented on the change management process

4.4.a. RAC – Monte – change management document was discussed that includes a statewide site trunking plan. Bruce addressed the RAC about site trunking.

Bill - The state is updating the VHF infrastructure and MNDOT is supposed to let folks know when they're in the area. The plan is to have all the VHF infrastructure that will be narrow banded done by the end of November.

4.4.b. RRB – no meeting last month

4.4.c. OTC – nothing new

4.4.d. VHF Overlay – per Bill, still installing equipment

4.4.e. EMS – Pat – hospitals are working on getting their consoles installed. The hospital EMS statewide board needs the HEX codes for all the hospitals and Pat is looking for some assistance in obtaining those codes.

4.4.f. Best Practices – Bill – Law enforcement is about 99% done, needing just some quick edits and that will go to the interop committee. EMS is done. Fire is still at the interop committee but not sure what the hold-up is. The lion's share is done on Dispatch, Public Works, Public Health, Emergency Management, and Law Enforcement so that project is winding down.

Steve O has a letter from the City of Hibbing appointing Jeff Ronchetti to the Owners and Operators Committee.

5.0 Training Update – Dewey is hoping to hold another Train the Trainer in October.

Mark said Itasca is talking about holding open training every six months and could include radio etiquette training as well.

Pat commented that the EMS conference is January 16-20 and maybe Train the Trainer training, Train the Trainer refresher, and talk group training could be held during that conference. Pat is designing the brochure now so needs to have names and classes by the end of the month.

Mark L – thinks we should start looking at training on the Standards. Discussion followed. Bill suggested to have a plan in mind before taking it to the RAC.

6.0 Old Business – nothing.

7.1 New Business – Dylan & Doug presented three requests from Carlton County.

1. Request for Special Statewide Access for their 911 talk group. It was created in the Carlton County participation plan but never requested from the state.

2. Request for Law Main to be forced out of the three towers in Carlton County and the first ring of towers surrounding Carlton County enabling their law main to be transmitted on all those towers.

3. Creation of two paging talkgroups, one for Cloquet Area Fire District (CAFD) to be shared between Carlton and St Louis Counties, and one for Mercy Hospital Ambulance to be shared by Carlton and Pine Counties. The creation of these two paging talkgroups will allow the CAFD and Mercy Hospital Ambulance to monitor one single talkgroup for 911 calls for service, versus trying to monitor two or more talkgroups from different PSAPs, and will limit the chance of missing any 911 calls for service. The CAFDPAGE and MercyPAGE talkgroups would have regional access throughout the Northeast Resion.

Mark L made a motion to approve item 1, Karla seconded, carried.

Jeff made a motion to approve item 2, Dave G seconded, carried.

Aaron made a motion to approve item 3, Scott seconded, carried.

8.0 Jurisdictional updates

Lake County – Concrete work is done at the Schroeder tower site and the steel is being put up now, building is not there yet.

Cook County – Supposed to be getting a tower soon in Grand Portage. The highway department has their radios on order.

Itasca County – Structural analysis was done on the Nashwauk tower and it will be getting new guy wires. The state came in and put a microwave on the Bass Lake tower and the Nashwauk tower.

Carlton County – Wrenshall tower has steel so should be going up quickly. Our law enforcement is all trained, they're working on portables, mobile install is ongoing. About half of the fire departments are trained. They expect to be done with the training at the end of October.

Aitkin County – Some of the law portables are programmed and having some coverage issues, especially in buildings. They're looking at squad repeaters. Console should be delivered today or tomorrow.

Crow Wing – Law enforcement went live on the September 17th as well as a couple fire departments and one ambulance service.

Kanabec – Bill reported someone got in one of their tower sites and snagged the ground wire off the building, snagged as in stolen. It appears to be an issue with the east side of the state since its closer to Wisconsin and they don't have the same requirements there as far as scrap dealers.

Pine County – Mark with DSC reported they have all their sheriff mobile installs, their highway installs, and are just starting to do the fire department installs. Dispatch consoles went in months ago.

State Patrol – Radios are working well.

Hibbing – Fire department trained on the 1st of October, PD law enforcement is training on the 11th and 17th. Tower is being held up on an environmental impact study.

Virginia – Fire and PD will do their training the next two Fridays. The fire department equipment is all installed.

Mille Lacs – will be going over with Mille Lacs County on November 1st and will be ready to join Aitkin and Pine when they go live.

Grand Portage – The Grand Portage tower is an AT&T tower put on tribal land but then found the access is across state land so progress was stopped. As of last Thursday, the access was turned back over to the tribe so supposedly now AT&T and ARMER will be using the same tower.

Duluth Hospital – Bruce is doing the programming for them. They're waiting on the fleet map and then they'll go through asking permissions from difference counties for their talk groups so they can monitor interfacility transports with other Essentia facilities.

Judy made a motion to adjourn, Dylan seconded.