

**Owners & Operators and User Meeting
Alexandria Public Works
December 15, 2011 – 10:00 AM**

OWNERS & OPERATORS MEMBERS/ALTERNATES PRESENT:

1. Tom Justin – City of St. Cloud
2. Tom Egan – Douglas County
3. Troy Langlie – Grant County
Greg Lillemon – Grant County
4. Jeff Jelinski – Morrison County
5. Judy Siggerud – Otter Tail County
6. Dave Pikal – Sherburne County
7. Kristen Lahr – Stearns County
8. Judy Diehl – Stevens County
9. Bob Cuchna – Todd County
10. Scott McKellep – Wadena County
11. Dawn Mund – Wilkin County

USERS MEMBERS/ALTERNATES PRESENT:

1. Tom Justin – City of St. Cloud
Dean Wrobbel – City of St. Cloud
2. Tom Egan – Douglas County
Dave Robley – Douglas County
3. Troy Langlie – Grant County
Tina Lindquist – Grant County
4. Rich Christianson – Meeker County
5. Jeff Jelinski – Morrison County
6. Dave Pikal – Sherburne County
7. Kristen Lahr – Stearns County
8. Ross Tiegs – Stevens County
9. Bob Cuchna – Todd County
10. Bryan Savaloja – Wadena County

GUESTS:

1. Andy Faith – Granite Electronics
2. Dan McCoy – Granite Electronics
3. Sara Moulzolf – Granite Electronics
4. Bradley Hunt – Mille Lacs County
5. Brad Quart – MN State Patrol
6. Kathy Gilson – MN State Patrol
7. Twylla Vickmark – MN State Patrol
8. Chris Lentz - Motorola
9. John Tonding – RIC

OWNERS & OPERATORS MEMBERS/ALTERNATES ABSENT:

1. Benton
2. Big Stone
3. Kandiyohi
4. Meeker
5. Mille Lacs

6. Pope
7. Swift
8. Traverse
9. Wright

USER MEMBERS/ALTERNATES ABSENT:

1. Benton
2. Big Stone
3. Kandiyohi
4. Mille Lacs
5. Otter Tail
6. Pope
7. Swift
8. Traverse
9. Wilkin
10. Wright

CALL TO ORDER:

Meeting called to order by Owners & Operators Chair Kristen Lahr at 10:11 a.m.

INTRODUCTIONS:

Introductions were conducted. There was a quorum present for both committees.

COMMUNICATIONS:

None.

APPROVAL OF AGENDA:

Tom Justin made a motion to approve the agenda for December 15, 2011 with the addition of "Status Board" to General Discussion and New Business. Dave Pikal seconded. Motion carried.

APPROVAL OF MINUTES:

Ross Tieg made a motion to approve the minutes from November 17, 2011. Dean Wrobbel seconded. Motion carried.

REPORTS:

Traffic Report

Kristen forwarded the Owners & Operators the traffic report that John Anderson sends out to the Metro. Scott McKellep was questioning who is using CM-EMERMGMT and will request an affiliation report from John Anderson.

OTC EMS

EMS meets tomorrow at CentraCare at 10:00 AM. People can attend in person or via conference call.

Interop

John made everyone aware that there is a standard that is in the process of being formally adopted regarding statewide pursuits. The Metro already has a standard in place and we are already following the protocol, he just wanted to make the group aware that the effort is underway to formalize the standard. Jackie will email a copy of the standard to the Owners & Operators.

RRB

The next meeting will be either January 18 or February 1.

RAC

No Report.

Grant Funding Updates

The region is trying to execute the remaining \$210K of PSIC money to take advantage of a Motorola promotion. Anyone who applied for this grant money should be ready to issue an order by December 27, if they are purchasing from Motorola. A special meeting will be held and Counties who applied will be notified if they receive grant money.

GENERAL DISCUSSION AND NEW BUSINESS:

A. Advanced System Key Update – Motorola’s Fix

This standard will go before SRB today but no issues are anticipated. Motorola did not have an update on their fix plan for this, but Chris will keep checking on this.

B. Sunset Date for Dual-Named Resources

The sunset date for any radios programmed with the old naming convention for CM Call and CM2-12 is March 31, 2012.

C. SOA Discussion – Keep Specific Purpose or Generalize

There was a discussion on whether the group would like to see the SOA’s stay specific or be put in a common pool. Tom Justin is working on finalizing the change for the JSOA and this might be a change we want to bring forward as well.

Arguments for keeping the specific SOAs were that keeping them specific makes it harder to overlap talkgroup use. They work well now and keeping them specific serves a purpose, changing them would create a lot of confusion, it may be a timely process to reprogram and get everyone up to speed, since it affects the whole state.

Arguments for pooling them were that having them all the same would eliminate any confusion and make more sense. Since they have a limited range overlapping talkgroups shouldn’t be an issue,

Other suggestions were to leave the naming convention the same but have everyone program them in a specific order, or multitask the SOA’s so that all of them could be used at an event, but they also have a primary discipline if needed.

John Tonding will talk to the Metro to see if they are going to bring forward this same concept and Tom Justin will draft something for the next meeting.

D. Utilizing Regional Resources with State Patrol

State Patrol’s operational guidelines draft SOP is awaiting final approval and they are working on a roll call standard. Once these are approved they will share them with the group, but they will only affect the State Patrol.

E. Statewide Site Trunking Talkgroup

Al Fjerstad and Ace Bonnema put together a change proposal for a statewide site trunking talkgroup to be created, rather than having each entity create their own.

Concerns the group had with this were that there needs to be some way that does not call for all of the towers to fire up statewide when this is used. This change also may call for reprogramming or additional control stations.

Tom Justin will be putting together a power point for the January meeting to better explain this concept.

F. Training and Education

The CPS training scheduled for January 4 & 5 in St. Cloud has been cancelled until February.

G. Meeting Schedule for 2012

The group discussed the pros and cons of meeting jointly. Pros were that the joint meetings have a lot of good discussions, topics are not being repeated and it is convenient for people who are on both committees. Cons were that if someone is on both committees and cannot attend that day they essentially miss out on two meetings, the groups may lose their individual purposes by continuing to meet jointly and the Users do not make as many decisions meeting in a joint group.

Ross Tiegs made motion that on odd months the groups meet jointly and on even months the groups meet separate and we will revisit this schedule after the June meeting. Tom Justin seconded. Motion carried.

Jeff Jelinski made a motion that the Owners & Operators meet at 10:00 AM every month on the third Thursday. Scott McKellep seconded. Motion carried.

Tina Lindquist made a motion that the Users meet at 10:00 AM on their day meetings. Jeff Jelinski seconded. Motion carried.

Everyone is encouraged to talk to their User Committee representatives on what day and time works best for them to meet. Action will be taken on this at the January meeting.

H. Status Board

A group met last week to look at some status board options. It was unanimous that the Google calendar would not work so Brandon Abley is putting together a RFP for someone to design a status board option to meet the regions needs.

STANDARDS:

A. 1.14 Application for Membership Participation

This standard was approved at last meeting with some purposed changes, however, after it was approved, someone pointed out that it was approved with Cities being part of the Emergency Management Committee, which was not the intention. However, per the JPA that is how it is set up, and short of changing the JPA this cannot be changed and it will stay as is.

B. 3.14 Regional Discipline Specific Talkgroups (CM-RGPW, CM-EMERGMGT, CM-RGHOSP)

Emergency Management is deciding if they want to keep a discipline specific talkgroup for themselves or if they want to use a regional resource.

Since there is not much representation from Public Works the area in the standard for this talkgroup can be left vague until more interest is shown. Chuck will talk to other public works departments and decide if this talkgroup is needed.

This standard was tabled until more information can be presented next month.

NEXT MEETING:

The next meeting will be January 19, 2011 at 10:00 AM at the Douglas County Public Works Facility. This will be a joint meeting.

ADJORNMENT:

Tom Egan made a motion to adjourn the meeting, Dean Wrobbel seconded it and the motion was carried unanimously. The meeting was adjourned at 11:53 PM.

Minutes by Jackie Kraus.