

**CENTRAL MINNESOTA EMERGENCY SERVICES BOARD (ESB)**

Special Meeting Minutes

Wednesday, December 21, 2011

1:00 p.m. – 4:00 p.m.

City of St. Cloud Conference Room 1, St. Cloud, MN

**Members/Alternates Present:**

1. Jim McMahon – Benton County
2. Paul Anderson – Douglas County
3. Dean Shuck – Kandiyohi County
4. Wally Strand – Meeker County
5. Frank Courteau – Mille Lacs County
6. Larry Kittelson – Pope County
7. Sonja Berg – City of St. Cloud
8. Don Otte – Stearns County - Chair
9. Larry Sayre – Stevens County
10. Doug Anderson – Swift County
11. Lane Waldahl – Wadena County
12. Scott McKellep – Owners and Operators

**Members Present via Conference Bridge:**

13. Roger Sandberg – Big Stone County
14. John Lindquist – Otter Tail County (Joined at 1:17 p.m.)
15. Gary Kneisl – Todd County
16. Elmer Eichelberg – Wright County

**Members/Alternates Absent:**

17. Grant County
18. Morrison County
19. Sherburne County
20. Traverse County
21. Wilkin County
22. RAC
23. Users Committee

**Guests via Conference Bridge:**

John Tonding – RIC

**Call to Order:**

Special meeting called to order by Chair Otte at 1:00 p.m.

**Introductions:**

Introductions were conducted.

**Approval of Agenda:**

*Sonja Berg moved, second by Paul Anderson to approve agenda, motion carried.*

## **General Discussion and New Business:**

### **PSIC Subscriber Grant:**

Micah provided history of PSIC grant indicating the region was made aware of it at November 18<sup>th</sup> RAC meeting. RAC made a requirement that members were to come back with proposals by December 8<sup>th</sup> and would then decide how to appropriate it. Suggestion was to take the six entities that made proposals and divide equally to them. Sheriff Lindgren, Mille Lacs County, was present at RAC and had some concerns and followed up with a letter which Micah read. December 8<sup>th</sup> was the cut off and the Sheriff was inquiring if anyone did not receive the notice if they could still put in a request. Micah stated some agencies were not at the meeting although an email did go out on listserv and it had a very short turnaround. The original intent of this grant is to try and get entities who are not on the system and don't have the resources an opportunity to participate and purchase radios. Lane Waldahl indicated if we reopen for proposal submittal, it would need to be reopened for everyone and probably would not meet deadline. Jim McMahon inquired if all members were notified of the grant and Micah confirmed everyone was. Lane stated if every entity was notified perhaps we leave the proposal stand per the RAC recommendation. *Wally Strand moved, second by Lane Waldahl to approve the proposal presented.*

Frank Courteau inquired if we were sure that Mille Lacs was notified and asked for verification; Micah stated they were at the RAC meeting and received the notification via the listserv; he also inquired if entities would like a different way of notification for grant opportunities. John Tonding stated proposed distribution of the grant by the RAC was actually in accordance to ECN's preference. *Question was called and following a vote motion carried with Frank Courteau, Mille Lacs County voting against the motion.*

### **January 2012 Meeting Date:**

At last Executive Board Committee meeting it was pointed out that several board members would be at training and the January 25<sup>th</sup> meeting would be a conflict. Therefore, an email was sent out asking if January 18<sup>th</sup> or February 1<sup>st</sup> would be a better option. According to bylaws the January 25<sup>th</sup> meeting would be cancelled and a special meeting called. The ESB would amend bylaws to make provisions for changing meeting dates and the new role the ESB has. *Larry Sayre moved, second by Jim McMahon to call a special meeting for January 18<sup>th</sup> which would be the annual meeting. Motion carried.*

### **Other:**

At next ESB meeting they will address from September 28<sup>th</sup> meeting in reference to participation plans. The ESB authorized the O&O to approve and forward changes to the participation plan; a form will be created to attach to the O&O minutes as documentation and be forward to the OTC and SRB. Micah read the proposed wording for a memo to authorize this.

### **Upcoming Meetings:**

January 25, 2012 (Cancelled), January 18, 2012

### **Adjournment:**

*Don Otte moved, second by Jim McMahon to adjourn at 1:34 p.m., motion carried.*

Minutes recorded by Debbie Backes, Recording Secretary