

CENTRAL MINNESOTA REGIONAL ADVISORY COMMITTEE (RAC)

Meeting Minutes

Friday, July 9, 2010 10:00 a.m. – 1:30 p.m.

First Presbyterian Church, Foley, MN

Benton County

Members/Alternates Present:

1. Micah Myers – Vice-Chair – Designee of St. Cloud
Jerry Kaeter – Alternate of St. Cloud
2. Troy Heck – Designee Benton County
3. John Haukos – Designee Big Stone County
4. Tom Egan – Designee Douglas County
Mike Henrion – Alternate Douglas County
5. Troy Langlie – Designee Grant County
Greg Lillemon – Alternate Grant County
6. Stacey “Ace” Bonnema – Alternate Kandiyohi County
7. Randy Celander – Alternate Meeker County
8. Mike Smith – Alternate Mille Lacs County
9. Mike Disher – Designee Morrison County
Jeff Jelinski – Alternate Morrison County
10. Judy Siggerud – Alternate Otter Tail County
11. Tom Larson – Designee Pope County
12. Jay Sikkink – Designee Stearns County
13. Bob Cuchna – Alternate Todd County
14. Trevor Wright – Designee Traverse County
15. Scott McKellep – Designee Wadena County
16. Rick Fiedler – Designee Wilkin County
Dawn Mund – Alternate Wilkin County

Members/Alternates Absent:

17. Sherburne County
18. Stevens County
19. Swift County
20. Wright County

Guests Present:

Dave Gabrielson – Meeker County Commissioner
Mark Gieseke – MnDOT
Kathy Gilson – State Patrol
Tom Justin – Central MN RIC
Wally Strand – Meeker County Commissioner

Meeting was called to order by Chair Micah Myers at 10:5 a.m.

Chair Myers welcomes members and guests, introductions conducted. 16 of 20 members in attendance with quorum present.

Communications:

None.

Revision and Approval of Agenda:

Mike Smith moved, Jay Sikkink second to approve agenda as amended, upon a vote motion carried.

Approval of Minutes:

Jay Sikkink moved, second by Ace to approve minutes of June 11, upon a vote motion carried.

Reports:

a. SRB/ARMER Update; MnDPS/MnDOT:

1. MnDOT: (Mark Gieseke or Tim Lee)

Mark stated provided update on towers, channels to St. Cloud Simulcast, etc. and answered questions on individual sites of interest to members.

2. SRB/ARMER Update: (Micah Myers)

Did not meet since our last meeting.

3. OTC: (Jay Sikkink and Mark Englund)

Jay stated they meet next week and have not met since last meeting. Tribal governments received their own talk group and this is the first state to ensure tribal governments are included in the system.

4. Interop: (Micah Myers and Jay Sikkink)

Did not meet this month.

b. CMNRRB Update: (Micah Myers)

Met middle of June and adopted a preliminary budget, Chair Myers received one question on the number of radios in the formula, he clarified this number was from participation plans or the number of radios on SSA. Members were asked to verify the accuracy of the radio count for their agency. Region has another \$605,000 for portable and mobiles through the PSIC grant, memo lists the grant numbers. There is approximately \$4,000 unused funds from the first round which was redistributed. Other item discussed is the governance for the Joint Powers Agreement, the subcommittee meeting will meet July 19th. This grant is funded and can be spent immediately.

c. User Committee: (Paul McIntyre)

Did not meet this month.

d. Regional RAC Committees: (Tom Hannon)

No report,

d. Regional RIC: (Tom Justin)

Tom stated Todd County moved forward on Tuesday, FCC sent out email explaining as of January 1, 2011 they relaxed deadline to January 1, 2013 for the purchase of wideband equipment, however the January 1, 2013 narrowbanding date is firm. Tom will send an email out on listserv regarding control stations; Martha is available for questions on grant questions. Currently 73 of 87 counties elected to go to ARMER. He stated the Air Show went very well utilizing the ARMER system, Hennepin County brought in their command system, some reprogramming was necessary. There will be an after action report on system usage.

e. Owners and Operators: (Lance Feia)

No report available.

Regional Radio Board:

1. Next meeting is July 28th and will adopt budget, any changes to the Joint Powers Agreement will not be available to vote on until September meeting as there is a 30 day notice required.

2. Adopt 2011 budget.

Updates from Partners on Current Projects:

a. Status Board Project (Jay Sikkink):

Judy Siggerud is our representative, Jay stated Dave Thompson is building a pilot for members to review and they will then meet.

b. MnDOT Three-Way Contract:

Chair Myers received contracts which need approval and he would like to have as many approved as soon as they are available. He went around the room for individual member updates and answered questions members had on contract such as software assurance, costs, infrastructure, maintenance fees, etc.

General Discussion and New Business:

a. Expanding CMNRRB Governance (Tom Larson)

Tom stated he presented to the RRB the possibility of adding other subgroups to the Joint Powers Agreement and were open to the idea and appointed a subcommittee to review and report back. This group is meeting July 19th and will comprise of chairs of the various committees, two of the RRB members. Jay asked if they talked about (Minnesota County Computer Consortium) MCCC as they may be already structured for this, currently all 87 counties are members of this group, there is a group for tax, attorney, public health law enforcement, etc. for the various groups – it is one Joint Powers with each entity having their own individual bylaws. Chair Myers stated insurance may be an issue.

b. SSA Annual Maintenance (Micah Myers)

Chair Myers MnDOT is changing how the SSA is being reimbursed. Mark explained the letter MnDOT sends out on an annual basis and refers to the infrastructure which is required, the other part is the subscriber agreement which is optional and is a business decision. They suggest the next year everyone is responsible for their own. Chair Myers stated even if the region was responsible for reporting back to the MnDOT on the assurance, it would still be optional for individual members. *Mike Smith moved option 4 and then option 2, Jay Sikkink, upon a vote motion carried.* Option 4 is MnDOT works with the regions to do software assurance and regions will be responsible to report numbers back to MnDOT.

Option 2 is region takes on the responsibility and MnDOT no longer is involved. This is for portables and mobiles.

c. Frequency Planning Committee Representative

The region needs to designate a representative for the Frequency Planning Committee, Mark stated they will be looking at interop frequencies. Ace volunteered.

d. Plain Language Memo:

Tom explained the Plain Language memo.

e. Grant Update:

1. PSIC: Control Stations

Chair Myers stated individuals can begin to make purchases, purchases need to be between February 1 – September 30, 2010. – This is for the three control stations.

2. PSIC – Portables and Mobiles:

This adds to the initial grant and is the same number, Chair Myers stated some of this funding can be used to purchase accessories and maintenance and he will obtain additional verification and will send out when he obtains it. There is \$152,695 which allocates to approximately \$10,900 for radios and does not require a match and the region is waiting for justification approval prior to spending, once it is ok to spend, Chair Myers will let the 14 members know.

General Discussion and New Business: (Continued)

e. Grant Update: (Continued)

3. SHSP:

Chair Myers stated this will be discussed at the OTC on Tuesday, Meeker, Otter Tail, Pope, Stevens, their infrastructure grant requests will be funded out of this year (See breakdown from memo), in 2010 allocation will be Douglas, Grant, Mille Lacs and Morrison will get infrastructure and mobiles and portables. (See breakdown from memo).

IECGP Grant is for governance and administration and the region will be applying for a three-year expense period. Will also be looking at what they will apply for in the 2011 SHSP Grant application.

Jay suggested the regional logger perhaps could be utilized to apply for a grant although there needs to be a plan in place.

Discussion on additional capacity on system for infrastructure, and the RAC will discuss this at the next RAC meeting. It was the consensus there was discussion at the Browerville meeting that Grant and Otter Tail would be the next in line if or when additional grant funding would become available.

f. Other:

Nothing.

Old Business:

a. Other:

Nothing.

Upcoming Meeting Date and Location:

August:

Next meeting is in Big Stone County on August 13th.

Adjournment:

Micah Myers moved, second by Mike Smith to adjourn at 12:00 p.m., upon a vote motion carried.

Minutes recorded by Debbie Backes.