

**Owners & Operators Meeting
Alexandria Public Works Facility
February 10, 2011 – 10:00 AM**

MEMBERS/ALTERNATES PRESENT:

1. Lance Feia– City of St. Cloud
2. Pat Tarpenning – Benton County
3. Mike Henrion – Douglas County
4. Tom Egan – Douglas County
5. Troy Langlie – Grant County
6. Greg Lillemon – Grant County
7. Ace Bonnema – Kandiyohi County
8. Brad Lindgren – Meeker County
9. Mike Smith – Mille Lacs County
10. Jeff Jelinski – Morrison County
11. Judy Siggerud – Otter Tail County
12. Tim Riley – Pope County
13. Kristen Lahr – Stearns County
14. Judy Diehl – Stevens County
15. Bob Cuchna – Todd County
16. Trevor Wright – Traverse County
17. Scott McKellep – Wadena County
18. Dawn Mund – Wilkin County
19. Annette Habisch – Wright County

GUESTS:

20. Dan McCoy – Granite Electronics
21. Sara Moulzolf – Granite Electronics
22. Nathan Brecht – Pope County

MEMBERS/ALTERNATES ABSENT:

23. Big Stone County
24. Sherburne County
25. Stevens County
26. Swift County

CALL TO ORDER:

Meeting called to order by Chair Lance Feia at 10:04 a.m.

INTRODUCTIONS:

Introductions were conducted.

COMMUNICATIONS:

St. Cloud is no longer using the CM ENC 2 Talkgroup so it is now free for the whole region to use. If anyone notices any problems with using the talkgroup contact Lance.

Feedback and suggestions for the 2012 DECN Conference:

- 101 Classes on the first day would be helpful
- Interest in initial registration being available earlier
- Make sure the website is up to date with conference information
- Shorter breaks since it's in one location
- Like the facility and the location for the conference
- Great feedback on the final speaker

APPROVAL OF AGENDA:

Chair Feia modified the agenda to table standard 3.19.0 until the next meeting since we do not have a clean copy of the standard. Tim Riley from Pope County requested to add (g) West Central MN Swat Talkgroups.

Bob Cuchna made a motion to approve the agenda with those changes for February 10, 2011. Jeff Jelinski seconded. Motion carried.

APPROVAL OF MINUTES:

Scott McKelley made a motion to approve the minutes from December 9, 2010. Kristen Lahr seconded. Motion carried.

REPORTS:

Traffic Report

Note that this traffic report did not include any comparison local talkgroups such as Stearns County Admin.

Daily traffic reports are available for one month and monthly traffic reports are available for one year.

System Administrator Year End Report

John Anderson is asking each county system administrator to submit an annual report of talkgroup and radio IDs. If you do not have a system administrator or do not have access to a terminal, you will need to find someone who does (Lance Feia, Kristen Lahr). If you do not have any IDs loaded you do not need to submit a report.

GENERAL DISCUSSION AND NEW BUSINESS:

A. CPS Training

Sign up for the CPS training class on March 21 & 22 at Alexandria Technical and Community College was passed around. If there is enough interest a second class will be added.

Chair Feia will be following up with On Target Training to see if they are going to do any follow up training after the CPS training and he will notify the group.

There was discussion on whether or not to try to incorporate the State training into the last part of the CPS training. Some felt that it would be a benefit to save on scheduling a time for everyone to meet with the State and others felt that the one-on-one training was too beneficial to try to do

in a group setting. Chair Feia will talk to John Anderson and get his option on this and he will notify the group.

B. STR (Strategic Technology Reserve)

A Motion was made by Scott McKellep for the Owners & Operators to recommend to the RAC that Alexandria Technical College house the equipment and are also allowed to use the equipment. Douglas County will be the key holder and Douglas County PSAP will be the contact for accessing the key. Bob Cuchna seconded. Motion carried.

Pending Alexandria Technical and Community College's Agreement to house the equipment, Mike Smith and the STR Committee will be drafting up an MOU detailing the terms of the agreement. Mike will also bring the equipment specs to share with the group at the next meeting.

C. Orange Button Issue with Statewide Talkgroup Access

If set up correctly the emergency feature should work statewide, however it was not working when tested at the meeting so Ace Bonnema and Troy Langlie will be talking to Dave Theis to get more information on this to share with the group.

D. Regional Talkgroup Discussion

The State approved an All Branch Zone for all entities tactical, in this order S-TAC 1-4, L-TAC 1-4, F-TAC 1-4 and E-TAC 1-4. These are listed under Standard 3.16 Addendum 1.

There was a handout that showed the shared talkgroups and proposed changes the region. Note that there is a correction to the handout: CM-EMERGMGT Numeric ID will be changing, Kristen Gave handouts with changes. Since MNSEF TG will be going away, Ace suggested that we hold onto those talkgroups but use them as "wildcards" to be used as needed. After discussion on possible uses for the talkgroups that are changing or no longer needed, it was decided to hold a table top exercise to see how we could utilize the talk groups best.

There was a Motion made by Mike Smith to hold a special Owners & Operators meeting on March 15 at 10:00 AM in Willmar for a table top exercise on severe weather preparation. Bob Cuchna seconded. Motion carried.

Anyone involved with severe weather preparation is invited to come to this meeting and Ace will invite Tom Krause from weather services as well.

E. Region Wide Access for West Central MN Drug Task Force

Ace Bonnema made a motion to approve that West Central MN Drug Task Force be granted region wide access for their two encrypted talkgroups. Jeff Jelinski seconded. Motion carried.

F. Region Wide Access for West Central MN Drug Task Force

Tom Egan made a motion for the Owners & Operators to amend the meeting schedule and start meeting on a monthly basis. Meetings will be held the second Thursday of each month (starting

in April) and pending room availability at the Douglas County Public Works Facility. Dawn Mund seconded. Motion carried.

E. West Central MN SWAT Talkgroups

Scott McKellep made a motion to approve region wide use for the three Pope County SWAT talkgroups, however, if the committee feels that if there is any misuse of those three talkgroups within the region, the Owners & Operators Committee has the authority to address the issue with Pope County. Trevor Wright seconded. Motion carried.

STANDARDS:

No new Standards.

NEXT MEETING:

The next meeting will be the special meeting on Tuesday, March 15, 2011 at 10:00 AM in Willmar.

The next regular meeting will be April 14, 2011 at 10:00 AM at the Douglas County Public Works Facility.

ADJORNMENT:

Jeff Jelinski made a motion to adjourn the meeting, Scott McKellep seconded it and the motion was carried unanimously. The meeting was adjourned at 12:50 PM.

Minutes by Jackie Kraus.