

**Owners & Operators and User Meeting
Alexandria Public Works
March 22, 2012 – 10:00 AM**

OWNERS & OPERATORS MEMBERS/ALTERNATES PRESENT:

1. Troy Langlie – Grant County
Greg Lillemon – Grant County
2. Ace Bonnema – Kandiyohi County
3. Brad Lindgren – Meeker County
4. Brad Hunt – Mille Lacs County
5. Jeff Jelinski – Morrison County
6. Judy Siggerud – Otter Tail County
7. Nathan Brecht – Pope County
8. Dave Pikal – Sherburne County
9. Kristen Lahr – Stearns County
10. Judy Diehl – Stevens County
11. Bob Cuchna – Todd County
Michael Wisniewski – Todd County
12. Stan Churchill – Traverse County
13. Scott McKellep – Wadena County
14. Dawn Mund – Wilkin County
15. Annette Habisch – Wright County

USERS MEMBERS/ALTERNATES PRESENT:

1. Chuck Koetter – City of St. Cloud
2. Troy Langlie – Grant County
Tina Lindquist – Grant County
3. Ace Bonnema – Kandiyohi County
Brad Hanson – Kandiyohi County
4. Brad Hunt – Mille Lacs County
5. Jeff Jelinski – Morrison County
6. Dave Pikal – Sherburne County
Dan Andren – Sherburne County
7. Kristen Lahr – Stearns County
8. Ross Tiegs – Stevens County
Brad Searle – Stevens County
Ashley Schmidgall – Stevens County
9. Bob Cuchna – Todd County
10. Stan Churchill – Traverse County
11. Gordy Vosberg – Wright County

GUESTS:

1. Tom Zabinski – City of St. Cloud Public Works
2. Dan McCoy – Granite Electronics
3. Sara Moulzolf – Granite Electronics
4. Al Fjerstad – Mille Lacs County
5. John Tonding – RIC
6. Kathy Struffert – Stearns County

OWNERS & OPERATORS MEMBERS/ALTERNATES ABSENT:

1. City of St. Cloud
2. Benton
3. Big Stone
4. Douglas
5. Swift

USER MEMBERS/ALTERNATES ABSENT:

1. Benton
2. Big Stone
3. Douglas
4. Meeker
5. Otter Tail
6. Pope
7. Swift
8. Wadena
9. Wilkin

CALL TO ORDER:

Meeting called to order by Owners & Operators Chair Kristen Lahr at 10:01 a.m.

INTRODUCTIONS:

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

COMMUNICATIONS:

Kandiyohi had an incident where they were working with the State Patrol for a missing person case. State Patrol was upset that Kandiyohi did not patch them to a Central MN talkgroup right away. Kandiyohi's MAIN is used for dispatching but when they try to transfer to a Kandiyohi talkgroup the connection gets lost. Thusfar, the State Patrol Kandiyohi is working with said they are not willing to program any of Kandiyohi's talkgroups in their radios. Not all counties have this issue, some use their MAIN to communicate with State Patrol and some State Patrol are able to decide for themselves which talkgroups they want in their radios. Kandiyohi is looking for opinions on the best way to communicate with State Patrol. Ace will be in contact with someone from State Patrol and also invite them to come to the next O&O meeting to speak on this. Troy Langlie made a request for the State Patrol talk group layout.

APPROVAL OF AGENDA:

Jeff Jelinski made a motion to approve the agenda for March 22, 2012 with the change of making Item "7d. CM EMS – First Responder Communications" just a discussion item, rather than an action item. Judy Diehl seconded. Motion carried.

APPROVAL OF MINUTES:

Troy Langlie made a motion to approve the minutes from the February 16, 2012 Owners & Operators meeting. Annette Habish seconded. Motion carried.

Ross Tiegs made a motion to approve the minutes from the February 21, 2012 Users meeting. Brad Hanson seconded. Motion carried.

REPORTS:

Best Practices Committees

Public Works met yesterday and assigned responsibilities. They discussed the pros and cons of a statewide Public Works talkgroup. It was brought up by the O&O/User group that the statewide TACs can be used for this.

Law Enforcement met and assigned responsibilities.

Dispatch met and assigned responsibilities and has some information in draft form.

Emergency Management/Public Health has assigned tasks and will be meeting tomorrow.

OTC EMS

No Report.

Interop

There is a COM-T class scheduled for August 6-11 at the MnDOT training center in Arden Hills. This class is limited to 15 people.

Tom Johnson is looking for people to get together and do an update on planning for broadband data. This meeting will be on May 2 at the MnDOT training center in Arden Hills.

The National APCO Conference is being held August 19-22 (with a golf tournament on the 19th). People can register to attend this or day passes will be given out to anyone who volunteers for 4 hour timeslots.

ESB

No Report.

RAC

Update were given on the regions migration to ARMER, Otter Tail County was the last one to come on board. Recommendations were made on the remaining 50/50 grant money.

Grant Funding Updates

None.

GENERAL DISCUSSION AND NEW BUSINESS:

A. Alexandria Technical College

Alexandria Technical College is listed as part of Douglas County's participation plan. Policy wise there appears to be no major roadblocks to bring them onto the ARMER system. The biggest roadblock is funding. John Tonding will find out the cost of bringing them on board and then approach the region to see if there is support for funding and policies. The plan would be to use the Alexandria Technical College as a regional training facility and/or a backup PSAP.

B. By-Laws

1. O&O By-Laws

Judy Diehl made a motion to approve the amended Owners & Operators by-laws, Troy Langlie seconded. Motion carried.

2. User By-Laws

Brad Hanson made a motion to approve the amended User by-laws, Chuck Koetter seconded. Motion carried.

C. Regional Site Trunking Talkgroup

The Regional Site Trunking Talkgroup that was submitted to the change management process has went through the Interop and the OTC and has been deemed a major change. Ace's concern is that the original intent of the proposal is not being conveyed as it moves through the committees. John Tonding will find out if anyone is able to participate in the discussions on the change management orders.

In the meantime the Central Region is going to repurpose talkgroup CM* to the CM Site Trunking Talkgroup to utilize this concept at a regional level.

D. CM EMS – First Responder Communications

Mille Lacs is looking for a way to communicate with North Memorial Ambulance since North refuses to share their MAIN. Al Fjerstad is going to request that North creates a talkgroup that can be shared among Mille Lacs, Crow Wing, Kanabec and Atkin. This talkgroup may have to be expanded to other central counties that deal with North also.

The EMS representatives also said that CM EMS 2-4 can be repurposed.

E. STR

There is a train the trainer for the STR this week. Al Fjerstad is attending and will do an overview of the training for the committees in the future. The STR Standards committee will focus on whether or not they want to incorporate language in the existing STR standard or create a new one.

F. CCGWs Update

The standards sub-committee will work on drafting a standard prioritizing the use of CCGW ports.

G. Advanced System Key Update

Kristen spoke with MnDOT and they are willing to issue an unlimited child key to remove the ASK. She is going to check into whether or not they would be willing to give one that the whole region could share. Brandon Abley is willing to remove the ASK on the STR radio cache. The Owners & Operators agreed that they would be in favor of removing it.

H. Training and Education

See Interop Report.

Judy Diehl reported that the MN 911 pre-conference course on ARMER was a success.

STANDARDS:

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

Ace Bonnema made a motion to split up the three entity specific talkgroups into their own standards, Jeff Jelinski seconded. Motion carried.

Ace Bonnema made a motion to repurpose the CM-RGPW talkgroup, Troy Langlie seconded. Motion carried.

Ace Bonnema made a motion to repurpose the CM-EMERGMGT talkgroup, Bob Cuchna seconded, after discussion Ace withdrew this motion.

Troy Langlie made a motion that the CM-EMERGMGT standard be completed and acted on at the next Owners & Operators meeting, Scott McKellep seconded. Motion carried.

NEXT MEETING:

The next Owners & Operators meeting will be April 26, 2012 at 10:00 AM at the Alexandria Fire Hall.

The next Users meeting will be April 24, 2012 at 6:30 PM at the Douglas County Public Works Facility.

ADJORNMENT:

Jeff Jelinski made a motion to adjourn the meeting, Ross Tiegs seconded it and the motion was carried unanimously. The meeting was adjourned at 12:37 PM.

Minutes by Jackie Kraus.