

CENTRAL MINNESOTA REGIONAL RADIO BOARD (RRB)

Meeting Minutes

Wednesday, March 31, 2010 1:00 p.m. – 4:00 p.m.
City of St. Cloud City Hall, St. Cloud, MN

Members/Alternates Present:

1. Jim McMahon – Designee Benton County
2. Roger Sandberg – Designee Big Stone County
3. Paul Anderson – Designee Douglas County
4. Ron Woltjer and Tom Amundson – Designee and Alternate Grant County
5. Wally Strand and Dave Gabrielson – Designee and Alternate Meeker County
6. Mike Disher – Alternate Morrison County
7. Larry Kittelson – Designee Pope County
8. Larry Farber – Designee Sherburne County
9. Sonja Berg – Designee City of St. Cloud
10. Don Otte – Designee Stearns County - Chair
11. Larry Sayre – Designee Stevens County
12. Bob Cuchna – Alternate Todd County
13. Dr. David Naatz – Designee Traverse County
14. Neal Folstad – Designee Wilkin County
15. Elmer Eichelberg – Delegate Wright County
16. Paul McIntyre and Tom Justin – Designee and Alternate User Committee
17. Scott McKellep – Designee Owners and Operators

Members/Alternates Absent:

18. Kandiyohi County
19. Mille Lacs County
20. Otter Tail County
21. Swift County
22. Wadena County
23. Dan Hartog – Designee RAC

Guests Present:

None

Call to Order:

Meeting called to order by Chair Otte at 1:05 p.m. followed by the Pledge of Allegiance, 17 of 23 members present.

Introductions:

Introductions were conducted.

Approval of September 30, 2009 Minutes:

Paul Anderson moved, Ron Woltjer second to approve minutes of January 27, 2010, upon a vote, motion carried.

Communications:

N/A.

Reports:

SRB:

MnDOT/ARMER: (Tom Justin)

Region received \$850,000 in grant funding; this region requested adding STACS which created a lot of discussion.

RIC: (Tom Justin)

Tom Justin stated the MN/DOT ARMER update was sent out, they are a little behind schedule. 70 of 87 counties have approved to migrate to ARMER. Department of Corrections, DRN, State Patrol and MnDOT will be migrating to ARMER.

Interoperability Committee: (Jay Sikkink and Micah Myers)

Jay stated the FSOA's will be discussed tomorrow morning and hopefully to the OTC and SRB; if approved will double the number of encrypted TACS available.

OTC: (Jay Sikkink)

Have been busy approving participation plans for Central MN, are now seeing other areas. April's meeting is expected to have 17 participation plans requesting approval. Having discussions on allowing training facilities such as Alexandria Technical Center to utilize ARMER, the capacity, security, etc.

RAC: (Micah Myers)

Met March 12th, allocated 2008 PSIC funding, discussed regional talk group managements, BDA installation, and regional consultant. The on-line system to access information such as background information, attendance sheets, etc. was demonstrated.

User Committee: (Paul McIntyre)

Had two presentations at last meeting, one by Dave Nohner on PSAP screens, and the other vendor presentations by Motorola, EF Johnson, and Kenwood; reviewing standards, struggling to get membership to attend and maintain a quorum. The group is looking at combining some of the meetings to increase attendance. Discussion followed regarding getting additional participation at meetings.

Owners and Operators: (Lance Feia/Scott McKellop)

Reviewing standards; a COML standard was tabled to define some issues as to how PSAP dispatchers would play into it. Next meeting is tomorrow and the attendance has been very good.

Participation Plans Update: (Micah Myers)

The last two plans were submitted to the SRB to be approved therefore the region is now complete.

Regional TIC Plan Update: (Tom Justin)

All of the entities with the exception of Stearns and the City have finished submitting their CASM data, Stearns is in the process; Mille Lacs County and the City of St. Cloud's data never was collected. By Friday a vendor should be coming into the State and will work directly with the region; the funding will be paid to the region to then pay the vendor.

General Discussion and New Business:

DECN 1st Annual Conference:

Conference details provided and will be held at the end of the month in St. Cloud. A county can sponsor vendors and other NGO's so they can receive a discounted rate of \$50. *Sonja Berg moved, second by Elmer Eichelberg to pay for each RRB member and up to four individuals per entity party to the joint powers agreement. This includes one meal, lodging, and mileage. Upon a vote motion carried.* If attendees are not reimbursed for expenses by their entity, they could request reimbursement through the region according to the regional reimbursement policy.

General Discussion and New Business: (Continued)

Staffing Needs:

Micah provided a summary of the previous discussions regarding staffing needs; proposal would cover the immediate needs as well as other items discussed by the RAC. The group will meet again to finalize the contract and bring back to the June budget meeting.

Grant County MnDOT Agreement:

Ron Woltjer moved, second by Paul Anderson to approve Grant County's agreement with MnDOT, upon a vote motion carried.

Grant Funding:

Grant Application:

Micah explained the various grants, the matching required, etc. Big Stone, Douglas, Meeker, Mille Lacs, and Todd Counties need to be approved so they can be moved forward. Once the RRB approves the grant applications in packet, they will then be forward to the SRB for approval. *Wally Strand moved, second by Roger Sandberg to approve the grant requests and to forward to the SRB, upon a vote motion carried*

Grant Memo:

N/A.

PSIC Grants:

If entities do not spend their funding by the deadline it will be reallocated. The region anticipates bringing Motorola on-site and train-the-trainer with any remaining funds. The region is also asking the State to allow the funding be utilized for standard radios since we already met our need to purchase cross-spectrum radios.

Sherburne and Wright County are getting taxed being between the Metro and Central Region; the application we applied for will continue to allow us to add capacity to the system if it is approved. Agencies which did not receiving funding this round can request it in the fall when the next grant comes out. Paul Anderson asked if the training is specifically for Motorola since they are looking at a different brand, Micah stated this is system manager training and it does not matter which brand of radio is purchased. *Wally Strand moved, Larry Kittelson second to allow Don to sign letter, upon a vote motion carried.* Reimbursements need to be submitted for reimbursement request by May 31st to miss the deadline so the funds are not returned to the State.

Grant Update:

See above, also Tom provide a summary of the AFG grant training indicating the narrative is the weakest part and regional grants score well.

Gold Cross Participation Plan:

The RAC subcommittee is still working on this, some concern what to do when other NGO's come forward to request funding of their plan, the contract from SEH is in the packet and includes language used in other plans.

Regional Training:

State is close to finalizing training at the Alexandria Technical College, looking at computer based training and will be added to the ARMER system at some point.

Old Business:

State Radio Board Representation:

The group will meet and vote on the proposal in May and would like the proposal approved as to how the representation for Greater Minnesota will be selected. *Dr. Naatz moved, Jim McMahon second to approve proposal, upon a vote motion carried. Larry Faber volunteered to be the alternate for the AMC as there is an empty seat on the SRB for an outstate County Commissioner.*

Sales Tax Exemption:

Micah proved an update in the sales tax exemption request.

Standards 3.16 and 3.24:

Standard 3.16 is in reference to FSOA's and will be brought back to the next meeting for action.

Roger Sandburg reported on the great performance of the radios with the flooding in Big Stone County.

Other:

Letter was read which Chair Otte will be signing thanking the State for their assistance in entering the CASM data so it can be utilized in the region's TICP.

Upcoming Meetings:

The next meeting will be June 16, 2010, 1:00 p.m.

Adjournment:

Paul Anderson moved, second Dr. Naatz to adjourn at 2:55 p.m. Motion carried.

Minutes recorded by Debbie Backes, Recording Secretary.