

**Owners & Operators Meeting
Douglas County Public Works Facility
May 12, 2011 – 10:00 AM**

MEMBERS/ALTERNATES PRESENT:

1. Lance Feia – City of St. Cloud
2. Troy Langlie – Grant County
3. Greg Lillemon – Grant County
4. Brad Lindgren – Meeker County
5. Mike Smith – Mille Lacs County
6. Jeff Jelinski – Morrison County
7. Nathan Brecht – Pope County
8. Tim Riley – Pope County
9. Dave Pikal – Sherburne County
10. Kristen Lahr – Stearns County
11. Judy Diehl – Stevens County
12. Bob Cuchna – Todd County
13. Stan Churchill – Traverse County
14. Trevor Wright – Traverse County
15. Scott McKellep – Wadena County
16. Dawn Mund – Wilkin County

GUESTS:

17. Tom Justin - RIC
18. Andy Faith – Granite Electronics
19. Dan McCoy – Granite Electronics
20. Twylla Vickmark – MN State Patrol

MEMBERS/ALTERNATES ABSENT:

21. Benton County
22. Big Stone County
23. Douglas County
24. Kandiyohi County
25. Otter Tail County
26. Swift County
27. Wright County

CALL TO ORDER:

Meeting called to order by Chair Lance Feia at 10:07 a.m.

INTRODUCTIONS:

Introductions were conducted.

COMMUNICATIONS:

Micah Myers mom passed away. His home address was given out to anyone who would like to send their condolences.

APPROVAL OF AGENDA:

Chair Feia modified the agenda to add the following items:

- e. CM Interop
- f. CM Call Requested at Regional Sites

Bob Cuchna made a motion to approve the agenda with those additions for May 12, 2011. Scott McKellep seconded. Motion carried.

APPROVAL OF MINUTES:

Jeff Jelinski made a motion to approve the minutes from April 14, 2011. Kristen Lahr seconded. Motion carried.

TRAFFIC REPORT:

Next meeting Kristen will include a report showing the talkgroups that received busies in the region and will try to get a report for the most utilized talkgroup at any given time.

CM/ATAC will be going away as soon as they are not in the radios anymore, the end of the year for sure, but hopefully sooner.

GENERAL DISCUSSION AND NEW BUSINESS:

A. STR (Strategic Technology Reserve)

There was discussion on the policy for the use and maintenance of the STR that the Owners & Operators are trying to create. Mike Smith has a meeting later this afternoon and will try to provide more information as well as a copy of another regions SOP.

Some questions that came up during discussion were:

1. When the trailer goes out should there be:
 - a. A designated team that goes out with it each time
 - b. A COML person that goes out with it each time
 - c. A "go-to" person from Douglas County
 1. Would they have to stay on scene the whole time or just drop it off and pick it up?
 - d. Hire a third party to travel with the trailer
 1. Who pays for any costs incurred by this?
 2. Would this already be covered under a service contract, or could it be?
2. What happens if a County loses or breaks a radio?
3. Who is responsible for checking everything in and out?
4. Would it make sense for the region to purchase a generator, extension cords, and anything else that is needed for complete set up so everything is there and Counties would not need to provide anything?

We did receive limited documentation from Brandon Abley, but with very little time for the group to go over so next month everyone should review the material as well as Chair Feia will try to get Elert & Associates to give the group a presentation since they are the ones who designed it so the group will have a better understanding and get some questions answered.

The STR Participation Plan was approved at the OTC, once it is approved by the SRB we will receive our cache of radios.

B. CM Regional Participation Plan

Kristen Lahr found out that the region already has a participation plan. Since the main intent of the Owners & Operators creating a participation plan was adding more talkgroup and radio ID's that change can be done through a memo. Kristen had a draft of a memo, once it is finalized it will be passed to the RAC for informational purposes and the actual memo will need to come from the RRB and on to the OTC for approval. Kristen will be sending a finalized draft to the group to review so it can get on the next RAC agenda. If you have any suggestions or additions to the draft memo send them to Kristen Lahr.

Judy Diehl made a motion for Kristen Lahr to create a draft memo asking for additional talkgroup and radio ID's. Once completed she will send it to the Owners & Operators group for feedback and then submit it to the RAC agenda. Mike Smith seconded. Motion carried.

C. Joint Meetings with User Group

Starting in June, the Owners & Operators group will have a joint meeting with the User Group every other month.

D. Executive Meeting

The Executive Committee will be meeting once a month to go over where each committee is and go over meeting agendas so work is not being duplicated.

E. CM Interop

Kristen Lahr is putting together a document for cross county jurisdiction. She is requesting that each County let her know which talkgroups they are willing to share with neighboring counties as well as contact information for each county as to who to request talkgroups and hexcodes from. Once completed this document will be posted on the Central MN Radio Website.

F. CM Call Requested at Regional Sites

There was discussion as to whether CM Call should be requested at each site in the region so the end users would have the ability to hear it. Some expressed concern with CM Call being the "hailing" talkgroup. It was also brought up that CMRGPW would have to be requested at each tower site as well if CM Call is.

A motion was made by Mike Smith to table discussion on this until the June meeting since Ace Bonnema is heading it up and was not present. Seconded by Bob Cuchna. Motion carried.

ADDITIONAL DISCUSSION ITEMS:

Tom Justin brought up discussion on using CM Call to hail for national weather events. Once hailed entities would be instructed to switch over to an STAC. This use would fall in category of danger to life or property so the standard would not need to be changed for this. The groups consensus was that it would be beneficial to hear other counties severe weather and that this would be a good use of CM Call. Tom Justin will continue working on this and notify the group of a date when this will start taking place.

There are open spots for the COML course on the week of May 22. If you are interested contact Duane Johnson.

OLD BUSINESS:

None.

STANDARDS:

None.

NEXT MEETING:

The next meeting will be June 9, 2011 at 10:00 AM at the Douglas County Public Works Facility. This will be a joint meeting with the User Group.

ADJORNMENT:

Mike Smith made a motion to adjourn the meeting, Judy Diehl seconded it and the motion was carried unanimously. The meeting was adjourned at 11:43 AM.

Minutes by Jackie Kraus.

DRAFT