

**Owners & Operators Meeting  
Douglas County Public Works Facility  
July 14, 2011 – 10:00 AM**

**MEMBERS/ALTERNATES PRESENT:**

1. Lance Feia – City of St. Cloud
2. Tom Egan – Douglas County
3. Greg Lillemon – Grant County
4. Ace Bonnema – Kandiyohi County
5. Jeff Jelinski – Morrison County
6. Judy Siggerud – Otter Tail County
7. Dave Pikal – Sherburne County
8. Kristen Lahr – Stearns County
9. Judy Diehl – Stevens County
10. Mike Wisniewski – Todd County
11. Trevor Wright – Traverse County
12. Scott McKellep – Wadena County
13. Dawn Mund – Wilkin County

**GUESTS:**

14. Sara Moulzolf – Granite Electronics
15. Dan McCoy – Granite Electronics

**MEMBERS/ALTERNATES ABSENT:**

16. Benton County
17. Big Stone County
18. Meeker County
19. Mille Lacs County
20. Pope County
26. Swift County
27. Wright County

**CALL TO ORDER:**

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

**INTRODUCTIONS:**

Introductions were conducted.

**COMMUNICATIONS:**

Chair Lance Feia will be resigning his position with the City of St. Cloud.  
The State Radio Committees will not be holding meetings in July.

**APPROVAL OF AGENDA:**

Chair Feia modified the agenda to move “f. Election of Officers” to 5.5 to be discussed after the approval of the minutes.

*Tom Egan made a motion to approve the agenda with that change for July 14, 2011. Scott McKellep seconded. Motion carried.*

**APPROVAL OF MINUTES:**

On Page 3 of the June 9, 2011 minutes under “OTC EMS” first response should be changed to first responders.

*Jeff Jelinski made a motion to approve the minutes from June 9, 2011 with that correction. Judy Diehl seconded. Motion carried.*

**ELECTION OF OFFICERS:**

*Scott McKellep made a motion to nominate Kristen Lahr for the Owners & Operators Chair. Jeff Jelinski seconded. Motion carried.*

*Lance Feia made a motion to nominate Troy Langlie, pending Grant County board approval, that once Troy becomes delegate he will be Owners & Operators Vice Chair. Judy Diehl seconded. Motion carried.*

*Lance Feia made a motion to close nominations. Jeff Jelinski seconded. Motion carried.*

**TRAFFIC REPORT:**

Due to some correcting of tower sites the numbers may change in the future. Kristen will also add in the State site reports from now on.

**GENERAL DISCUSSION AND NEW BUSINESS:**

**A. STR (Strategic Technology Reserve)**

The STR subcommittee met and modified the State ARMER standard to fit the CM region and included technical contact information. They will be working on a standard for the repeaters/portable tower next. The radios are currently at Stearns County and available for use. Alex Technical College is ready to house them so they will be moved there in the near future.

Eventually an advanced system key will be needed for programming the radios, but another option Ace brought up was to put dynamic regrouping in the radios.

The suggestion was made to see if Hennepin County would be willing to bring their trailer up to demonstrate the set up so our region could get a better idea of what to expect, however, Hennepin County’s trailer is very different from the one the Central Region is getting so that may not be as beneficial. Another suggestion that may be more beneficial was to see if Dave Kaun from Elert & Associates could come up to the next meeting to give more information and answer some technical questions about the trailer. Kristen will contact him to see if he would be available for this.

**B. CM Interop Map Status**

Revisions are still being made to the map but it will be posted on the CM radio website soon with a revision date so information can be kept as up to date as possible. If you haven’t already sent your County’s contact information to Kristen please do so.

**C. CM Public Works Requested at All Sites**

We will continue discussion on this at the next joint meeting with Users so we can get some perspective as to why this would be beneficial for Public Works Departments.

#### D. Training and Education

There is a system admin training July 26-28 in Kandiyohi County. This class is full. The region is working on getting Train the Trainer classes set up, there will be two Level I classes offered and one Level II class.

#### E. Joint Meeting Schedule

We will be setting a meeting schedule at the next joint meeting once Paul McIntyre gets the responses back from the Users group on their meeting time preferences. Kristen will get more information on what other regions are doing as far as their O&O and User Committees.

### **STANDARDS:**

#### 3.14 CM Interop Standard

The following changes will be made to standard 3.14 and a clean copy will be brought to the August meeting to be voted on.

- Page 1: Add under constraints “not intended for day to day traffic”
- Page 1 & 2: Take out any language with CMPW
- Page 2: Last sentence replace “dispatch consoles” with PSAPs and add the language “CM call shall be monitored in all PSAP centers”.
- Change any “800 MHz” to “ARMER” for consistency.

#### 3.35 National Weather Service Radio Options

Tom Justin is working on making this standard fit for the Central MN Region. We will get that for the next meeting to be reviewed. Kristen will contact the Northern RIC to see if he would be available to speak at the next meeting to help provide more information on additional sites that weather information comes from.

### **ADDITIONAL ITEMS:**

With Lance Feia resigning, Kristen Lahr will now hold all of the talkgroup information for the CM Region.

The EMS/Hospitals/Public Health Committee is looking for any hospital talkgroups that are already in the system. If your county has a hospital talkgroup already created email it to Kristen Lahr or Paul McIntyre.

### **NEXT MEETING:**

The next meeting will be August 11, 2011 at 10:00 AM at the Douglas County Public Works Facility. This will be a joint meeting with the User Group.

### **ADJORNMENT:**

*Lance Feia made a motion to adjourn the meeting, Mike Wisniewski seconded it and the motion was carried unanimously.* The meeting was adjourned at 12:18 PM.

Minutes by Jackie Kraus.