

**Owners & Operators Meeting
Douglas County Public Works
August 16, 2012 – 10:00 AM**

OWNERS & OPERATORS MEMBERS/ALTERNATES PRESENT:

1. Tom Justin – City of St. Cloud
Dave Hotchkiss – City of St. Cloud
2. Tom Egan – Douglas County
3. Troy Langlie – Grant County
Greg Lillemon – Grant County
4. Ace Bonnema – Kandiyohi County
5. Brad Lindgren – Meeker County
6. Jeff Jelinski – Morrison County
7. Judy Siggerud – Otter Tail County
8. Kristen Lahr – Stearns County
9. Judy Diehl – Stevens County
10. Bob Cuchna – Todd County
11. Trevor Wright – Traverse County
12. Scott McKellep – Wadena County
13. Dawn Mund – Wilkin County
Rick Fiedler – Wilkin County

GUESTS:

1. Paul Anderson – Douglas County Commissioner
2. Paul McIntyre – Gold Cross
3. Tina Lindquist – Grant County/EMAC Chair
4. Dan McCoy – Granite Electronics
5. Sara Moulzolf – Granite Electronics
6. Al Fjerstad – Mille Lacs County
7. John Tonding – RIC
8. Ross Tiegs – Stevens County
9. John Schreifels – VA
10. Rick Ewcinas – VA
11. Leo Bosard - VA

OWNERS & OPERATORS MEMBERS/ALTERNATES ABSENT:

1. Benton
2. Big Stone
3. Mille Lacs
4. Pope
5. Sherburne
6. Swift
7. Wright

CALL TO ORDER:

Meeting called to order by Chair Kristen Lahr at 10:08 a.m.

INTRODUCTIONS:

Introductions were conducted and there was a quorum present.

COMMUNICATIONS AND INCIDENTS:

Kristen Lahr sent out communications regarding the repeater feature on consoles. Make sure those are turned off on any shared resources.

Dan McCoy told the committee to be sure to check the warranty on any radios that get sent in for repair. If you think a radio is under warranty check into it, as Motorola has been charging for some that are still under warranty.

APPROVAL OF AGENDA:

Bob Cuchna moved to approve the agenda for August 16th with the addition of "H. Analyzer and I. Pursuit Patching Issue", Jeff Jelinski seconded, motion carried.

APPROVAL OF MINUTES:

Judy Diehl made a motion to approve the minutes from July 19, 2012, with the addition of adding Commissioner Anderson to the list present, seconded by Scott McKellep, motion carried.

REPORTS:

Best Practices Committees

Law Enforcement – Meet tomorrow, moving along good.

Dispatch – Done and ready to be submitted.

Emergency Mgmt/Public Health – No Report.

Public Works – One or two meetings left and then it should be finalized.

Interop

Tom Hannon's contract with ECN is coming to an end, but they found funding to keep Tom on staff for the Regional Leadership meetings and the Interop Conference. Although his contract is being scaled back, Tom is still available to work with counties if needed.

John sent out a memo on the cross spectrum system. If anyone has any problems getting approval from their county boards John would be happy to assist.

The MN FOG was sent out electronically, if you see any changes or corrections in that let John know.

CMESB

The 2013 budget was finalized. The memo to ECN regarding the Scott Haas proposal was approved and sent out.

RAC

No Report.

CMEMAC

Waiting to get the borrowed mobiles from Stearns County to take up to Grand Forks.

Grant Funding Updates

No Update.

County Migration Updates

Mille Lacs is in the process of installing mobiles, all law enforcement mobiles should be installed at the end of August. Public Works and the Jail is fully migrated. The dispatch is operating on MC7500 consoles, but still primarily functioning on VHF. Training will begin next month and they anticipate a full migration by the first of November. Al also expressed that they were experiencing some issues

with their MC7500 and Pease site connection having low, fading volume and MnDOT found a problem in the route so if anyone else is having these issues to push MnDOT to look at the route. If you need a trouble report to submit to MnDOT contact Al Fjerstad.

Jeff Jelinski said that Morrison County's Gold Elites have been blacking out (similar to a reboot) the last few months. Granite Electronics is currently looking into this. Judy said that Otter Tail had a similar thing happen to them and it was caused by a T1 line that was down.

The OTC passed a new standard with a process for having talkgroups requested at sites. Someone will try to find a copy of this to pass on to the group.

GENERAL DISCUSSION AND NEW BUSINESS:

- A. Update on Alexandria Technical College Coming Onto ARMER
No Update.
- B. Weather Test Roll Call/State Patrol Migration Update
Three offices do the weather test on the first Wednesday of the month around 1:00 pm. They seem to be scheduling the tests so that there are no overlaps.
The cutover is already in process for the State Patrol.
- C. STR Update/Alex Vo Tech Use of Radios
Alex Tech outlined a request for the use of the STR radio cache. The committee felt that their request asked for a more daily operations use of the radios rather than an event driven use for training purposes which goes against the standard and the purpose for which they are intended. Kristen drafted a memo in response to Alex Tech denying their original request but letting them know we would welcome requests to use the radios for a shorter duration. A suggestion was made to add in "such as end user training according to ARMER or a preplanned event" and to add that there may be potential grant radios available.
Troy Langlie approved the memo to Alex Tech with the above mentioned additions, Brad Lindgren seconded, motion carried.
- D. St. Cloud VA Region Wide Access
The Minneapolis VA is currently on the system and the St. Cloud VA would like to come on as well. The long term plan is that the Minneapolis and St. Cloud locations could backup each other's dispatch offices. Minneapolis would only be active on the Central Region's network when they are in the area, which is approximately 4 times per year.
Ace Bonnema made a motion to approve region wide access for the two existing Minneapolis VA talkgroups and the three upcoming St. Cloud talkgroups, under the same circumstances as all other region wide talkgroups; that they be monitored and addressed by the Owners & Operators Committee if there are any issues.
- E. Change Management Process - Update
Brandon Abley stated at the Regional Leadership meeting that each region will be getting a "draft proposal" of all change management items to review and weigh in on. The letter sent to ECN regarding the Scott Haas proposal being considered as a major change will be discussed at the next Interop meeting.
- F. 7.11/7.13 System Upgrade
At the OTC meeting Tim Lee said that the current plan they have in place (which is not yet finalized) is that the 7.13 upgrade would happen in 2013, but since budgets have already been

set the Motorola SUA cost would not be imposed on anyone in 2013, just 2014 and 2015. If approved by Finance this will go to the SRB for approval.

Upgrade 7.15 is slated for 2015 and that upgrade does not support the Gold Elites. Replacing those will be a local cost for any counties who have them.

Micah and Troy attended the last SRB meeting to discuss having the upgrade process go through the change management channels but it was pulled due to too large of an agenda so they will be going again next month to discuss this.

G. Training and Education

The NIFOG (National Interoperability Field Operations Guide) Training will be held August 28th at 8:00 AM in Arden Hills. There are plenty of open spots left.

H. Analyzer

The ESB had discussion on the analyzer and before any decisions can be made they would need to know what entities would be interested in participating in the analyzer purchase. *Tom Justin made a motion to have each entity state whether they are interested in participating in the analyzer and a cost range they are willing to spend, by the September 20th Owners & Operators/User Meeting. Troy Langlie seconded, motion carried.*

Dan McCoy also asked the group to think about asking a vendor to purchase the analyzer.

I. Pursuit Patching Issue

At the last MTUG meeting, Motorola indicated that they have heard from parties in MN that they would like to see the patching issue go back to the way it worked prior to 7.9 regarding pursuits. However, Motorola has not received any official request from anyone in MN to make this change and would only address it if such request was made. They did say that if the request was made at this time, it would not be made in 7.13 as the 7.13 upgrade is already in lockdown mode. They indicated that they could address it in 7.15.

Troy Langlie made a motion to send a letter to the SRB stating that the Central Region is in favor of making the switch with 7.13, Scott McKellep seconded, motion carried.

Tom Justin will draft the letter and it will be voted on at the September 20th O&O/User meeting.

STANDARDS

A. 3.14.0 Exercise Communications Planning

Judy Diehl made a motion to accept standard 3.14.0 with the proposed changes, but after discussion withdrew her motion so that each entity can take the standard back to their Sheriff's for further review. This will be voted on at the September 20th O&O/User meeting.

NEXT MEETING:

The next Owners & Operators meeting will be September 20, 2012 at 10:00 AM at the Douglas County Public Works Facility. This will be a joint meeting with Users.

ADJOURNMENT:

Judy Diehl made a motion to adjourn the meeting. Jeff Jelinski seconded, motion carried. The meeting was adjourned at 12:33 pm.

Minutes by Jackie Kraus.