State Radio Board – (SRB)
Meeting Minutes
Thursday, January 24th, 2008 12:30 – 3:30
Ramsey County Public Works Building – Arden Hills

Members/alternates present:

1. Tim Leslie, Chair
2. Norman Foster – Designee MN Commissioner of Finance
3. Rich Stanek –Metro Area Sheriff's Association
4. Mark Gieseke – Designee Mn/DOT Commissioner
5. Don Otte – Regional Radio Board Chair
6. Myra Peterson – Metro Area Association of Minnesota Counties
7. Penny Steele – Alternate MESB
8. Dan Bullock – Alternate Met Council
9. Brad Hanson – Alternate Greater Area MN Ambulance Association
10. Ulie Seal –Metro Area MN Fire Chiefs Association
11. Mark Dunaski – Minnesota State Patrol
12. Michael Goldstein, Metro Area Chiefs of Police Association
13. Mike Hamm - Designee MN Commissioner of Natural Resources
14. Bill Mund - Greater MN Fire Chiefs Association -Vice Chair
15. Joe Glaccum – Metro Area MN Ambulance Association
16. Pat Medure – Greater MN Sheriff's Association

Scott Wiggins ARMER/911 Program Director

Members/alternates absent:

17. Richard Wyffels – Greater MN Chiefs of Police Association
18. Mark Nelson – Alternate State CIO
19. Bob Nowicki – Greater MN League of MN Cities
20. Vacant - Metro Area League of Minnesota Cities
21. Vacant – Greater MN Association of Minnesota Counties

Chair Tim Leslie welcomes all members, and calls meeting to order at 12:40 p.m.

Chair Leslie asks for a motion to approve today's agenda and indicates that there is a need to amend today's agenda to include a discussion about Standard 4.10, and that this discussion should be placed under "Other Business"
A motion is made by Michael Goldstein and seconded by Bill Mund, to approve today's amended agenda, and upon a vote this motion carries.

Chair Leslie asks for a motion to approve the Statewide Radio Board Meeting Minutes of November 29, 2007 as written.
A motion is made by Dan Bullock, and seconded by Bill Mund to approve the Statewide Radio Board Meeting Minutes of November 29, 2007. Upon a vote the November minutes are approved.

New Business

Reports of Standing Committees

Finance, Committee Chair Bill Mund reports that his committee met on January 10th and six standards that were referred to the Finance Committee by the OTC. Three; 6.1a and 6.3 and 6.4 will require more Committee time.
Today the Finance Committee is presenting Standard 6.1b - Site Lease, Property Insurance, and Utilities Costs to the SRB and recommending deletion as it is an old Metro Radio Board Standards and no longer applicable.
Bill Mund make a motion that Standard 6.1b - Site Lease, Property Insurance, and Utilities Costs be deleted from the Statewide Radio Board's Standards, seconded by Joe Glaccum, and upon a vote this motion to delete Standard 6.1b carries.

The Finance Committee is also presenting Standard 6.2 today – Entry Costs for New Participants to the SRB and recommending deletion as it is an old Metro Radio Board Standards and no longer applicable.
Bill Mund make a motion that Standard 6.2 – Entry Costs for New Participants be deleted from the Statewide Radio Board's Standards, seconded by Joe Glaccum, and upon a vote this motion to delete Standard 6.2 carries.

Chair Mund indicates that the other 3 standards will be under further review at the February or March Finance Committee meeting.

OTC, Chair Joe Glaccum indicates that the OTC reviewed Standard 5.2, and is making a recommendation to the SRB that Standard 5.2 Metropolitan Regional Hospital Compact, be deleted as this standard is a regional standard.
Joe Glaccum motions that Standard 5.2 be deleted, this motion is seconded by Dan Bullock. Upon a vote this motion to delete Standard 5.2 carries.

The OTC also reviewed Standard 5.3 Hospital Access. The OTC is recommending that Standard 5.3 be approved by the SRB.
A motion is made by Joe Glaccum and seconded by Bill Mund that Standard 5.3 be approved. Upon a vote, this motion to approve Standard 5.3 carries.

Next item is the addition of 4 Motorola subscriber units to the ARMER System Approved Subscribers List as listed in the handout given to members.

Joe Glaccum makes a motion for the SRB approval of the four Motorola units:
1. Motorola XTS-1500 Model 1.5 portable radio
2. Motorola XTS-2500 Model 1.5 portable radio
3. Motorola XTL-2500 mobile radio with the M-5 control head, front and rear mount
4. Motorola XTL-5000 mobile radio with the O-5 control head, front and rear mount

and have them added to the ARMER System Approved Subscriber List, this motion is seconded by Pat Medure. Upon a vote, this motion carries.

For discussion: MINSEF Advisory Board.
The Board has not met for many years, and it appears as though functions of this Advisory Board could be assumed by the SRB Interoperability Committee. The Interop. Committee will add this issue to their next agenda. Pat Medure suggests that the Executive Director's of the Chiefs and Sheriff's Associations also discuss this issue for their assistance in the legislative process.

Legislative: Chair Goldstein indicates that the Committee did not meet and he has no report. Myra Peterson inquires about land acquisition in the realm of eminent domain (battle of public safety vs. local control). The Chair indicated that this can be brought up at the next Legislative Committee meeting.

Steering: Interim Chair Glaccum presents Standard 5.0 – relating to Media Access for monitoring the ARMER System, for approval. Chair Glaccum indicates that this should be a statewide standard.
Joe Glaccum makes a motion that the SRB approve Standard 5.0 be approved, seconded by Ulie Seal. Discussions about taking up system resources. No further discussion. Upon a vote, the motion to approve Standard 5.0 carries.

The Steering Committee is currently without a permanent Chair; Joe Glaccum is currently acting as interim Chair and has offered to remain for one additional month.
A nomination is made for Tony Bennett to become the next Steering Committee Chair. Tony Bennett is not in attendance today, so Chair Leslie will speak to Mr. Bennett about accepting this nomination.

Interoperability: Chair Dunaski reports that his Committee has had its first meeting on January 22nd and 29 of the 33 organizations were present. Future meetings will be on the 3rd Tuesday of each month at the League of Minnesota Cities, St. Paul – St. Croix Conf Room, 12:30 – 3:30. Please contact Col Dunaski if they wish to be included in the e-mail distribution list.
Two workgroups were formed to look at interoperability issues and the PSIC Grant.

Reports – Other

Regional Advisory Committees, Tom Johnson reports and reviews the functions of contracted employee Tom Hannon. Mr. Johnson summarizes the current events and recent accomplishments of the states Regional Advisory Committees. Chair Leslie and Scott Wiggins are traveling to Thief River Falls to attend the first committee meeting of that region on February 6th.

Mn/DOT status of build out, Mark Gieseke hands out a document illustrating the current ARMER Project Status and reviews the overall status of the budget, schedule and scope. This is the first time Mr. Gieseke is using this format for his status report. A request is made that in the future, this document will accompany the meeting agenda packet, Mark indicates that he will do that.

Interoperability and Outreach, Tom Johnson for Scott Wiggins reports on the studies in progress at this time. Mr. Johnson announces to the SRB that the Department of Public Safety (DPS) ARMER Division name has changed to reflect the functions of this DPS division. The new name is "Emergency Communication Networks"

Mr. Johnson announces that there is a new system located at www.niix.org ….go to this site and register. Then contact Tom Johnson and he will assist you through the site. Located at this site are documents that you can use to compare Minnesota with systems of other states.
Mr. Johnson presents a new brochure to the SRB describing ARMER. Members can use as they wish, contact Mr. Johnson for additional copies of this brochure.

DPS has hired Regional Coordinators to support the northern, central, and southern areas of Minnesota.

Old Business

Chair Leslie reviews the SRB Committee Chairs and the membership of each committee.
OTC – Chair Joe Glaccum
Legislative – Michael Goldstein
Finance – Bill Mund
Steering – Tim Leslie will discuss with Tony Bennett taking the role of Chair on this Committee
Interoperability – Mark Dunaski

Member changes to Committees are:
Bruce Hegrenes and Beryl Wernberg are added to the OTC.
Jim Ische to replaces Jim McDonough on the Finance Committee

Rich Stanek makes a motion to approve these Chair positions and changes to the Standing Committees, Pat Medure seconds this motion and upon a vote, this motion carries.

Other Business

Discussion regarding Standard 4.10
Tom Johnson reviews the subject of this standard, which is Systems Maintenance Programming and Qualification.
This standard was revised 1/9007 and needs to be reconsidered by the SRB; the issue is with the second bullet point under 4.2 on the second page – regarding security bonds. The original thought of the drafters of this standard, was that a bond would be necessary to cover any damages that may occur to the radio system.

Tom indicates that the options are:
Delete it, have the OTC revise and develop specifications, or completely change the language.
Tom Johnson tells members that this may be as simple as referring it to the OTC for further review.
Chair Leslie indicates that this is an item for discussion only today and that it should be referred to the OTC.

Announcements

The next meeting will be held on February 28th, 2008 at the Ramsey County Public Works Building.
The March SRB meeting will be held in Stearns County at the Admin Center - March 27th.

A question is asked about a member attending the SRB via telephone. Chair Leslie indicated he will investigate this. Myra Peterson asks if the bylaws of the SRB will allow this call in option.
Chair Leslie will speak to the DPS Attorney about this issue and report back to the SRB in February.

A motion to adjourn is made by Joe Glaccum, and upon a vote, the motion to adjourn carries, and this meeting is adjourned at 1:40 p.m.

Minutes recorded by Tamara Bohmert