State Radio Board – (SRB)
Meeting Minutes
Thursday, February 28th, 2008 12:30 – 3:30
Ramsey County Public Works Building – Arden Hills

Members/alternates present:

1. Tim Leslie, Chair
2. Richard Wyffels – Greater MN Chiefs of Police Association
3. Mark Dunaski – Minnesota State Patrol
4. Dan Bullock – Alternate Met Council
5. Bob Nowicki – Greater MN League of MN Cities
6. Jim McMahon – Greater MN Association of Minnesota Counties
7. Pat Medure – Greater MN Sheriff's Association
8. Rich Stanek –Metro Area Sheriff's Association
9. Tim Lee – Alternate Mn/DOT Commissioner
10. Don Otte – Regional Radio Board Chair
11. Tony Bennett – Metro Emergency Services Board
12. Ulie Seal –Metro Area MN Fire Chiefs Association
13. Bill Mund - Greater MN Fire Chiefs Association -Vice Chair
14. Joe Glaccum – Metro Area MN Ambulance Association
15. Aaron Reinert – Greater MN Minnesota Ambulance Association

Scott Wiggins ARMER/911 Program Director

Members/alternates absent:

16. Mark Nelson – Alternate State CIO
17. Mike Hamm - Designee MN Commissioner of Natural Resources
18. Norman Foster – Designee MN Commissioner of Finance
19. Myra Peterson – Metro Area Association of Minnesota Counties
20. Michael Goldstein - Metro Area Chiefs of Police Association
19. Vacant - Metro Area League of Minnesota Cities

Chair Tim Leslie announces there is a quorum, welcomes all members, and calls m**eeting 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 make an amendment to include an update under today's Old Business, about an issue raised at the January 24th SRB meeting regarding remote access to SRB meetings.
A motion is made by Pat Medure and seconded by Bob Nowicki, 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 January 24, 2008 as written.
A motion is made by Dan Bullock, and seconded by Bill Mund to approve the Statewide Radio Board Meeting Minutes of January 24, 2008. Upon a vote the January 24, 2008 minutes are approved.

New Business
None.

Reports of Standing Committees

Finance, Committee Chair Bill Mund reports that his committee met on Feb 14th and discussed Standard 6.1a – User Fees for Administration. The Finance Committee sees this standard as outdated and no longer necessary with the allocation of the $186 million to fund the build-out of the ARMER backbone.
The Finance Committee is recommending to the SRB that this Standard be deleted.

A motion is made by Bill Mund to delete Standard 6.1a, this motion is seconded by Pat Medure, and upon a vote this motion carries.

Chair Mund indicates that there will not be a March Finance Committee meeting.

OTC, Chair Joe Glaccum reports that his committee reviewed two standards and will be making recommendations to the SRB to approve them today.

Standard 3.2h – LE TACs & LESIU TACs is a standard to establish policy and procedure for the use of the statewide 800 MHz common pool talk groups.

A motion is made by Joe Glaccum and seconded by Bob Nowicki to approve Standard 3.2h, and upon a vote this motion carries.

Standard 4.10 – System Maintenance, Programming & Qualifications is a standard to establish the minimum qualification standards for system technical staff, in house and contracted.

A motion is made by Joe Glaccum and seconded by Ulie Seal to approve Standard 4.10, and upon a vote this motion carries.

Legislative, Scott Wiggins for Michael Goldstein reports that there have been no recent meetings/no report – a questions is asked about the status of the sales tax exemptions. The DPS Legislative Director will be asked about it and Scott will report back to the SRB.

Steering: Joe Glaccum reports for new Chair Tony Bennett and briefly summarizes events being discussed in this committee recently, no matters for SRB action today.

Interoperability: Chair Dunaski reports that an issue has surfaced regarding the streamlining of inter-agency agreements. It has been reported that in some cases the permission to use specific talk groups takes 90-120 days. SRB members discuss, and it is determined that the individual regions will address this as needed, and that Tom Johnson will take this issue back to the regions and speak about a process to assist in speeding up approvals.
Chair Dunaski indicates that his committee now has a border patrol representative, and that there is a possibility of a Red Lake Band member joining as well.

Reports – Other

Regional Advisory Committees, Scott Wiggins report on the various activities, progress, and status of the regions/RAC's throughout the state. Scott passes out a colored map, identifying the regions.

Mn/DOT status of build out, Tim Lee reports for Mark Gieseke and updates the SRB on site acquisition, and Mn/DOT activities.

Interoperability and Outreach, Scott Wiggins reports on the activities and travel opportunities of himself and Tom Hannon.

Regional Coordinators, Scott Wiggins reports that coordinators have been hired for the north, south and central areas of the state; all three will be in place by the end of March.

Old Business
Remote Access to SRB meetings
SRB Chair Tim Leslie indicated that this is an issue that was brought up at the January SRB meeting. The subject was Board members being allowed to participate in SRB meetings via telephone; Chair Leslie looked into it further.
Today Members discuss that they may attend a meeting (listen and speak) via telephone, however may not participate in any action items requiring a vote by the Board.

Chair Leslie refers this issue to the SRB Steering Committee, and indicates there is an applicable statute which he will pass on to the Steering Committee Chair.

Other Business
Roseau County's Communication Plan, guests Gracia Nelson, and Pat Novacek summarize the plan and the communication needs in one if Minnesota's northern most counties. Mr. Novcek spoke of the border issues in their county and what they see as their options. Their vision is to use 800 MHz so that all PSAP's can communicate; our tower maps are assisting them with the decisions.

ARMER Data Classifications, Tim Lee
Tim Lee brings up this issue for Mark Geiseke. How is data relating to the ARMER System classified ? The data regarding the ARMER System may need to be classified non-public for security considerations. The SRB might want to consider and develop a standard about data and what the public has access to. In the mean time, there should be some guidance on what is posted to the Web.
Chair Leslie refers this to the SRB Steering Committee.

Frequency of SRB meetings, Chair Leslie
Chair Leslie brings speaks about the 2008 SRB meetings, and that they have only been scheduled through April, Chair Leslie asks the members what their feelings are with regard to continuing on a monthly basis. Members discuss the productive work of the SRB Committees and the necessity for the full Board to meet each month. It is decided that everyone will block the time on their calendars for the remaining months of 2008, however the call will be made by the chair and if there is no business to bring before the Board, SRB meetings will not be held.

<u>Announcements</u>

The next meeting will be held on Thursday, March 27th, 2008 in Stearns County at the Admin Center.

A motion to adjourn is made by Penny Steele, seconded by Rick Wyffels and upon a vote, the motion to adjourn carries, and this meeting is adjourned at 1:45 p.m.

Minutes recorded by Tamara Bohmert