Statewide Radio Board – (SRB)
Meeting Minutes
Thursday, December 18, 2008
12:30 p.m. – 3:30 p.m.
Mn/OET – 658 Cedar Street, St. Paul Minnesota

Video Conference

Members/alternates present:

1. Tim Leslie, Chair
2. Mark Gieseke – Designee Mn/DOT Commissioner
3. Mark Nelson – Alternate State CIO
4. Bill Spence – Alternate MN DNR Commissioner
5. Mark Dunaski – Minnesota State Patrol
6. Dan Bullock – Alternate Met Council
7. Vice Chair Bill Mund – Greater MN Fire Chiefs Association
8. Pat Medure – Greater MN Sheriff's Association
9. Tony Bennett – Metro Emergency Services Board
10. Joe Glaccum – Metro Area MN Ambulance Association

Scott Wiggins, Director – DPS Division of Emergency Communication Networks, ARMER Program

Members/alternates absent:

1. Keith Bogut – Designee MN Commissioner of Finance
2. Bob Nowicki – Greater MN League of Cities
3. Jim McMahon – Greater MN Association of Minnesota Counties
4. Richard Wyffels – Greater MN Chiefs of Police Association
5. Mike Goldstein – Metro Area Chiefs of Police Association
6. Ulie Seal – Metro Area MN Fire Chiefs Association
7. Don Otte – Central Regional Radio Board
8. Vacant – Metro Area League of MN Cities
9. Myra Peterson – Metro Area Association of Minnesota Counties
10. Rich Stanek – Metro Area Sheriff's Association
11. Aaron Reinert – Greater MN Ambulance Association

Chair Leslie welcomes all members and guests, and announces that Statewide Radio Board is commencing today via video conference from the Minnesota Office of Enterprise Technology in the Centennial Building of the Capitol Complex, St. Paul as well as 5 additional sites throughout the state: Mn/DOT Golden Valley, Mn/DOT St. Cloud, Olmsted County Rochester, Itacsca County Grand Rapids, and the Prime Health Facility in Alexandria.

At 12:40 Chair Leslie indicates that there currently is no quorum and he is suspending the agenda, no action items will be presented; today's meeting proceeds with reports only.

Reports – Other

Mn/DOT, Mr. Gieseke presents his report via video link from Mn/DOT Golden Valley and refers to his handout included in today's meeting agenda packet. Mr. Gieseke indicated that he believes this is the first time this type of report has been presented to the Board; typically his reports relate to construction information and today's report covers the maintenance of the system.
Mr. Gieseke briefly summarizes the 9-page *ARMER Maintenance Report and Plan for 2010* explaining expenditures, funding, workload and staffing, implementation plans, and the ARMER Backbone Operations & Maintenance Budget Forecast.

Chair Leslie announces that there is still no quorum and we will proceed with reports and announcements only.

ARMER, Scott Wiggins, Director of the Emergency Communication Networks Division in the Department of Public Safety reviews the highlights of the outreach efforts and contacts made during the last several weeks.

Scott and Chair Leslie attended the kick-off of the NE Regional Radio Board which is the seventh and final Regional Radio Board.

- All 87 Minnesota Counties are now involved in joint powers agreements.

All kick-off meetings have been held for the 46 studies in the Regional Studies Project; site analysis has been done on 300 sites.

Mr. Wiggins summarizes 4 RFP's currently open or recently closed for exploring options for data, UHF/VHF infrastructure, UHF/VHF frequency resource planning, and lastly, one for interoperability planning.
Scott asks for Board input on transitioning some functions of the current standing Legislative Committee, by adding a training work group to their scope.

Chair Leslie makes several announcements.

Chair Leslie asks members for comments on the video conference today. Mark Gieseke indicates that 2009 sites have been reserved. Chair Leslie announces that not all sites reserved for today's meeting are being used.
For future SRB video conferences, RSVP's will be sought.

Chair Leslie reads the press release from MMB Commissioner Hanson regarding the bonds being sold at 4.6%.
Chair Leslie refers to the current SRB org chart and indicates that it is available on the SRB Web site for your review.
Chair Leslie announces some SRB OTC member changes.

Chair Leslie announces that Charlie Peterson of the Dept. of Admin. Management and Analysis Division will be contacting members to do a stakeholder interview.

Chair Leslie asks members to begin thinking about 2009, letters will be due to the Chair identifying members and alternates, Committee Chairs will be selected, Committee rosters will be due; the first meeting in 2009 will have elections, if members want to change a Committee they serve on to a different Committee – this is the time to do that; the scope of each Committee should be reviewed. Chair Leslie also indicates that the first meeting in 2009 would be a good time to bring forward any needs for Bylaws changes.

Chair Leslie asks members to think about when to host the next SRB meeting, is there an immediate need for the SRB to vote on business items, if so the Chair will call an emergency meeting. If not, can business wait until the regularly planned 4th Thursday of January.

The Chair directs the Committee Chairs to review their business and report to him if the need arises to schedule an emergency meeting – if not, the next meeting will be on January 22, 2009.

OTC Chair Joe Glaccum discusses a non-action item from his Committee.

- Prioritization of sub-systems; refer to 2 handouts in today's agenda packet at the end on the OTC report. Members discuss land acquisition.

OTC Committee Chair Glaccum notes that for the January SRB meeting, he will have time sensitive issues requiring SRB action.

Chair Leslie asks Mark Gieseke to give an update on the status of the private data issue. Mr. Gieseke tells that he met again with the Mn/DOT data practices expert, and has information that he can now put into the form of a Standard. Chair Leslie directs Mr. Gieseke to pass the Standard to the Steering Committee.

Today's meeting concludes at 1:40 p.m.

Meeting Minutes recorded by Tamara Bohmert