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# STATEWIDE EMERGENCY COMMUNICATIONS BOARD

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## MEETING MINUTES

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January 22, 2015

### Attendance

#### Members:

<u>PRESENT</u>	<u>MEMBER/ALTERNATE</u>	<u>REPRESENTING</u>
X	Mark Dunaski (Chair)/Jackie Mines	DPS
	Mukhtar Thakur/Tim Lee/Jim Mohn	MnDOT
X	Dave Van Thiel /vacant	MNIT
X	Rodmen Smith /Dan Kuntz	DNR
	vacant /vacant	MN State Patrol
	Vince Pellegrin/Thomas Humphrey	METC
X	Bill Droste / Vacant	League of MN Cities, Metro
X	Eric Anderson /Pat Novacek	League of MN Cities, Greater MN
X	Liz Workman /vacant	Assoc. of MN Counties, Metro
X	Jim McMahon /Tom Kaase	Assoc. of MN Counties, Greater MN
X	Jim Bayer /Darlene Pankonie	MSA, Metro
X	Dan Hartog /Scott Turner	MSA, Greater MN
	/Jeff Marquart	
X	Mike Gamache /Ted Bearth	MESB
X	Mike Risvold /vacant	MN Chiefs of Police Assoc., Metro
X	Cari Gerlicher /Dave Thomson	MN Chiefs of Police Assoc., Greater MN
X	Ulie Seal /Vacant	MN Fire Chiefs Assoc., Metro
X	T. John Cunningham	MN Fire Chiefs Assoc., Greater MN
X	Joe Glaccum /vacant	MN Ambulance Assoc., Metro
X	Brad Hanson /Paul McIntyre	MN Ambulance Assoc., Greater MN
X	Scott Camps /	RRBs

#### Also in attendance:

Cathy Anderson, DPS-ECN  
Carol-Linnea Salmon, DPS-ECN  
Adam Iten, MN.IT/DPS-ECN  
Dana Wahlberg, DPS-ECN  
Victor Wanchena, DOC  
Rick Juth, DPS-ECN  
Jill Rohret, MESB  
Mike Fink, Motorola  
Mary Jo McGuire, MESB

## CALL TO ORDER

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Commissioner Dunaski calls the meeting to order at 12:37 p.m.

## APPROVAL OF AGENDA

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Joe Glaccum asks to amend the agenda to delete the MAC Talkgroup item which was added to the agenda in error. He also notes a typo—the Standards to be considered under the Operations and Technical Committee report should be listed as 3.17.0 and 3.17.3.

*Jim McMahon moves to approve the agenda as amended.*

*Ulle Seal seconds the motion.*

*Motion carries.*

## APPROVAL OF PREVIOUS MEETING MINUTES

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*Scott Camps moves to approve the November meeting's minutes.*

*William Droste seconds the motion.*

*Motion carries to approve the November minutes.*

## CHAIR AWARDS COML CERTIFICATION

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Chair Dunaski announces the completion of COML Certification by Tom Groninga, MAC Emergency Communications Center and congratulates Mr. Groninga.

## OFFICER ELECTIONS

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Seal nominates Joe Glaccum for Vice Chair and Jim McMahon for Secretary. There are no other nominations.

The board votes and approves Joe Glaccum as Vice Chair and Jim McMahon as Secretary.

## REPORTS OF STANDING COMMITTEES

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### Operations and Technical Committee Report (Glaccum)

*Chair Glaccum introduces a request to amend Scott County's Participation Plan.*

Scott County requests to amend its participation plan to upgrade to MCC 7500 consoles. Two eight port CCGWs will be installed; eight ports will be used at this point.

*On behalf of the OTC, Glaccum moves to approve Scott County's request to amend its participation plan.*

*Camps seconds.*

***Motion carries.***

***Chair Glaccum introduces the Department of Correction's request to amend its participation plan.***

Glaccum reports that the Department of Correction has a participation plan jointly with the Department of Human Services. It was developed as a combined plan but both agencies would like to have separate plans now. The DOC's amended plan removed the DHS portions and took out some of the early parts of the plan that have already been completed.

***On behalf of the OTC, Glaccum moves to approve the Department of Correction's request to amend its participation plan.***

***Cari Gerlicher seconds.***

***Motion carries.***

***Glaccum introduces the revised Standards 3.17.0 and 3.17.3 (COML and COMT).***

Cathy Anderson summarizes the modifications to the revised Standards. This includes a new form at the end to collect additional information such as contact information and an agency signature. Another change is that volunteers will be allowed to become certified but can only act as a COML or COMT when deployed by a sponsoring agency.

***On behalf of the OTC, Chair Glaccum moves to approve the revised Standards 3.17.0 and 3.17.3 Gerlicher seconds.***

***Motion carries.***

***Glaccum introduces Otter Tail County's request to amend its participation plan.***

Otter Tail County is requesting to add a 5 channel site ASR in Fergus Falls to address some coverage issues within the city of Fergus Falls.

***On behalf of the OTC, Glaccum moves to approve Otter Tail County's request to amend its participation plan.***

***Dave Van Thiel seconds.***

***Motion carries.***

***Glaccum introduces Todd County's request to amend its participation plan.***

Todd County is requesting to add three MCC 7500 consoles. The upgrade would include three MCC7500s operating positions plus one in patching position. The county would use 24 ports off of CCGWs and we have the capacity in that zone.

***On behalf of the OTC, Glaccum moves to approve Todd County's request to amend its participation plan.***

***Jim Bayer seconds.***

***Motion carries.***

***Glaccum introduces Washington County's request to sponsor St. Paul Park Refinery.***

This is covered under Standard 1.10.2 allowing agencies to use the ARMER system but requiring a sponsoring agency. Washington County signed an agreement with St. Paul Park Refinery for 20 radios that Washington County will maintain ownership of. Washington County will be responsible for programming the radios and for training.

*On behalf of the OTC, Glaccum moves to approve the Washington County's request to sponsor St. Paul Park Refinery.*

*Droste seconds.*

*Motion carries.*

Chair Dunaski asks if this is an example of a model of the process for a sponsorship plan. Glaccum says yes.

*Glaccum introduces Douglas County's Talk Group request.*

This is for a requested site. That means that tower will key up regardless of whether the radio is affiliated with Douglas County. Douglas County is asking for Douglas County Law to be able to hit the ring towers. We don't know what the impact will be on the system. If it is negative, we will take corrective action.

*On behalf of the OTC, Glaccum moves to approve Douglas County's Talk Group request.*

*Van Thiel seconds.*

*Motion carries.*

### **Report on Standard 1.10.2 -Requesting Participation by Non-Public Safety/ Non-Public Service Organizations**

Glaccum reports that the committee had put out a solicitation to try and capture who is sponsoring whom as a non-public safety/non-public service entity. That process has been going on for a few months with a deadline of December 31<sup>st</sup>. There was some confusion. Some areas, such as the Metro, got all of their documents in on time. But there was some confusion expressed from other regions about what was required. We sent a clarifying memo as to what we are requiring and extended the deadline to February 14.

#### **Interoperability Committee (Thomson)**

The committee did not meet in January; no report.

#### **Legislative & Government Affairs Committee (Kaase)**

The committee did not meet in January; no report.

#### **Steering Committee (Hartog)**

Chair Hartog was unable to attend the last meeting and asks if Mr. Glaccum or Director Mines would present the items from the meeting.

*Director Mines introduces the Strategic Plan as submitted in the meeting materials.*

Mines reports that the Steering Committee has been working with the information that came out of the Strategic Planning Session and using it to develop a strategic plan for the SECB. The Steering Committee is continuing with that work but has created a two-page document as submitted in the

meeting materials. That document lists the three primary strategic goals that came out of the Strategic Planning Session. The Steering Committee identified a statewide goal, a vision and a mission. This is presented as a first version and a living document that can be changed at any time.

Mines reports that one reason to have a version of this document right now is because we have been talking to regions about funding priorities and we will be talking with legislators about our funding request so we wanted to make sure that there was a communication of the strategic planning that the board is doing. Having a document listing our goal, vision and mission will help elected officials and others to understand what the Board's role is as it relates to public safety communications.

Mines says that the fact that we have a vision and mission identified will also help us stay focused in each committee as we are posed with questions, problems, issues, especially from a funding perspective, and we can always go back to see if a proposed project meets one of our primary initiatives. This is really meant for each committee chair to take with them and use as a guideline while working with your committee.

The Steering Committee will continue to work on the extensive plan which will lay out who is going to do the work that is involved in accomplishing these goals and what the tasks are and the timetable.

Mines asks for feedback or questions about the document.

Liz Workman asks, under the 911 goals, if the phone service providers were consulted about this at the Strategic Planning Session.

Mines agrees that it would be good to meet with the carriers. She says we work with them very closely on 9-1-1 and have talked about setting up quarterly meetings with the wireless carriers and MN Telephone Association to keep them informed and to work together. We plan to do this going forward. This will come out in the larger plan about how to achieve these goals.

Glaccum says the Steering Committee does recognize that it has a larger document to assemble. It would be nice if there were no time constraint and this document was driven off of that. It seems like it was sensitive in its timeliness to get this shorter version out to elected officials and others. We were not able to finalize this at our formal meeting. The membership continued to work on it via email and it was pretty much approved by consensus but not formally.

Gerlicher says this closely mirrors the Finance Committee meeting last month. There was a lot of discussion about making sure that emergency managers, law enforcement officials, public safety, and county commissioners are all on the same page as the legislators ask questions, particularly around the projects for NextGen911 and grants and the increase of 9-1-1 fees. We need to have a consistent message. The Finance Committee discussed a lot of these issues specifically last month and is on the same train of thought as the Steering Committee.

Dunaski says at the legislature there is very little knowledge about the emergency communications systems in the State of MN. They do not know the complexities behind these systems and more importantly they do not know about the changes and costs associated with these new communications systems. Consider that this document is a first push to get people to understand that emergency communications in the State of Minnesota will not go back to the way that it was.

We have to look at how we manage it, roll it out, and fund it. It's not like the legacy systems where you bought a VHF legacy system and it sits there for 20 years until you have to buy a new radio to replace the tubes in it. We are caught in the throes of should we upgrade and why and of counties trying to figure out how they are going to pay for the expensive equipment that's coming on the backside of these new upgrades. Should the state have skin in the game and how much should the counties have in it. Those are the political discussions that are going to have to take place. He says the Steering Committee has done their best shot at putting the fundamental pieces of this information out. He asks the County Commissioners on the Board if this document makes sense to them—is this something they can bring back to their boards and say here is what we are doing at the SECB and this is why we have to be on the side of this.

Liz Workman says it was written in a way that she can understand it and if she can understand it she can explain it. She says that Jim McMahon described it to her as infrastructure –like the roads. She can explain that.

Jim McMahon says the document so far is the primer or intro and he thinks it will be very helpful.

Mike Gamache says it is very straight forward, concise, easy to understand.

***Glaccum moves that the board adopt this as Version 1 of the Strategic Plan and authorize its distribution.***

***Liz Workman seconds.***

***Motion carries.***

#### **IPAWS Committee (Seal)**

No action items. We ran a required weekly test the first week of December sending required CAD messages in different languages and had some trouble with it. Some messages did not go through, some took several attempts to go through. We had people at the radio stations to monitor the messages. We identified the issues are working on fixing them.

#### **NG911 (Pankonie)**

We met yesterday. The regional boards are developing subcommittees and are reaching out to get representatives from all of the PSAPS. We have good communication and representation. It's a great forum to work with each other on the technical challenges we are facing. Every day we have new technical challenges in our PSAPS. We are looking forward to everything that is coming up with GIS.

#### **Interoperable Data Committee (Risvold)**

The committee did not meet this month. There is nothing new other than what you see in the status summary. There is a new workgroup being formed about system security. There will be security requirements on a wireless broadband network and this committee would weigh in on what are those requirements. Mines says the committee has had four workgroups: Devices, Applications, Coverage and Systems. Those all met over the past few months. We are working on the final reports and will have those ready for review probably at the end of February.

She says we have about 50% of our coverage assessment completed. A couple of regions need a little encouragement to finish this –the southern region and some of the northern parts—so if you can encourage counties to get their information in that would be greatly appreciated. We think this will have a lot of value as we look at where are the coverage holes in the state by commercial

carriers and where would we need to build out more. We are looking at the possibility of partnering with the Broadband office and MN.IT to do a drive test around the state to see if we are looking for border to border coverage where would our issues be. We are working on this behind the scenes and will report when we have information.

We are working on an RFI for all those who have assets.

We requested that FirstNet meet with us as a region. Mines is also meeting with other states to see what we can learn from them. She met with Iowa today. They meet with carriers a couple of times of year, so we may do that too. She has invited them to come to the Interop Conference to see what the other vendors have to offer.

### **Finance Committee (Gerlicher)**

***Chair Gerlicher introduces a request to authorize distribution of the 2014 SHSP funds, as submitted in the meeting materials.***

Chair Gerlicher reports that the Finance Committee had a large working meeting in St. Cloud the first week of January. There was a robust discussion and it was a good educational opportunity. The Committee moved to approve the distribution of the HSEM SHSP grant based on the recommendations of the grant workgroup. The grant workgroup recommended to divide half of the money evenly between the seven regions and to distribute the other half based upon the population of the regions.

The workgroup also decided that in order to prevent individual entities from becoming dependent upon State funding, there would be a required 50% matching requirement on all equipment purchases.

The Finance Committee approved these recommendations and Gerlicher is presenting them to the Board today for approval.

***On behalf of the Finance Committee, Chair Gerlicher moves to approve the authorization of the 2014 SHSP funds as presented in the meeting materials.***

***Camps seconds.***

***Motion carries.***

### **Reports – Other**

- ***ARMER Project Status Report (MnDOT OEC)***

No report

- ***ECN Update***

Director Mines reports that ECN is working on the Interop Conference which will be April 27-29 in St. Cloud. There will be several tracks -- one for elected officials, commissioner including a panel on

the strategic plan session. There will be tracks for NextGen911 and GIS messaging, a track for ARMER and a track for FirstNet / Wireless Broadband.

Mines is looking for volunteers from the Board to be on a panel to talk about the strategic plan and on a funding strategies panel. There will also be a panel with neighboring states on what they are doing with FirstNet.

It will be different this year because in addition to the different tracks, we are also going to talk about leadership as a theme. We have a very dynamic speaker coming in to talk about this and how to go back with the information to your agency or region.

Mines introduces Adam Iten, who is ECN's new GIS Project Manager. She reports that Dana Wahlberg was named to an FCC Committee to represent PSAPs. This committee is considering what an optimal PSAP for architecture is and what it will need for NextGen911. MN has probably the most deployed NextGen911 of anywhere in the country and Wahlberg has also managed a PSAP so she is perfect for it.

### **Old Business**

None.

### **New Business**

#### **NG911 Presentation (Wahlberg)**

Wahlberg continues her series on NG-911. This presentation focuses on Text-to-911.

#### **Other Business/discussion**

- Attendance and membership

Mines says in past years ECN has provided information on attendance for the SECB and committees. The reason we do this is to encourage full representation. We encourage the primary representative or the alternate to attend every meeting. We also encourage this at the committee level. We really appreciate the time and talent and efforts and participation and also want to encourage that you are well represented by your organizations. We would like to get the vacancies on the Board and committees filled so the regions and agencies are fully represented.

Chair Dunaski adds that the purpose of the Board is to hear from different perspectives so please voice the ideas and issues of your regions. It is okay to come and dissent and bring those messages from your regions. He emphasizes that it is also important to carry the messages back to your regions and agencies.

#### **Meeting Adjourns at 1:54 p.m.**

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# STATEWIDE EMERGENCY COMMUNICATIONS BOARD

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## MEETING MINUTES

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March 26, 2015

### Attendance

#### Members:

<u>PRESENT</u>	<u>MEMBER/ALTERNATE</u>	<u>REPRESENTING</u>
X	Mark Dunaski (Chair)/Jackie Mines	DPS
X	Mukhtar Thakur/Tim Lee/Jim Mohn	MnDOT
X	Dave Van Thiel/vacant	MNIT
X	Rodmen Smith/Dan Kuntz	DNR
	VACANT	MN State Patrol
X	Vince Pellegrin/Thomas Humphrey	METC
X	Bill Droste/Vacant	League of MN Cities, Metro
X	Eric Anderson/Pat Novacek	League of MN Cities, Greater MN
X	Liz Workman/vacant	Assoc. of MN Counties, Metro
X	Jim McMahon/Tom Kaase	Assoc. of MN Counties, Greater MN
X	Jim Bayer/Darlene Pankonie	MSA, Metro
X	Dan Hartog/Scott Turner /Jeff Marquart	MSA, Greater MN
X	Mike Gamache/Ted Bearth	MESB
X	Mike Risvold/vacant	MN Chiefs of Police Assoc., Metro
X	Cari Gerlicher/Dave Thomson	MN Chiefs of Police Assoc., Greater MN
X	Ulie Seal/Vacant	MN Fire Chiefs Assoc., Metro
X	T. John Cunningham	MN Fire Chiefs Assoc., Greater MN
X	Joe Glaccum/vacant	MN Ambulance Assoc., Metro
X	Brad Hanson/Paul McIntyre	MN Ambulance Assoc., Greater MN
X	Scott Camps/	NE MN Emergency Communications Board

#### Also in attendance:

Cathy Anderson DPS-ECN  
Carol-Linnea Salmon, DPS-ECN  
Adam Iten, MN.IT/DPS-ECN  
Rubin Walker, DPS-ECN  
Rick Juth, DPS-ECN  
Mike Fink, Motorola  
Kathy Hughes, Hennepin County Sheriff's Office  
Jay Sliwinski, Ramsey County 911  
Jon Eckel, Chisago

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March 2015

Jill Rohret, MESB  
Jake Thompson, MESB

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## CALL TO ORDER

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Commissioner Dunaski calls the meeting to order at 12:36 p.m.

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## APPROVAL OF AGENDA

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*Humphrey moves to approve the agenda as amended.*  
*Droste seconds the motion.*  
*Motion carries.*

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## APPROVAL OF PREVIOUS MEETING MINUTES

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*Liz Workman moves to approve the January meeting's minutes.*  
*Jim McMahon seconds the motion.*  
*Motion carries to approve the January minutes.*

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## CHAIR AWARDS COML CERTIFICATION

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Chair Dunaski announces the completion of COML Certification by Michael Peterson, Winona County Sheriff's Office and Jay Sliwinski, Ramsey County 911, and congratulates them.

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## REPORTS OF STANDING COMMITTEES

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### **Operations and Technical Committee Report (Glaccum)**

Chair Glaccum introduces a request to approve radio testing results as submitted in the meeting materials. The Tait Mobile TM 9400, Motorola APX1000 and the BK Radio KNG M800 radios were tested and passed.

*On behalf of the OTC, Glaccum moves to approve the subscriber radio testing results.*  
*Bill Droste seconds.*  
*Motion carries.*

Chair Glaccum introduces a request to amend the Wisconsin ARMER participation plan to include the Wisconsin DNR for interoperability on the border.

*On behalf of the OTC, Glaccum moves to approve the WI Participation Plan amendment.*  
*Rodman Smith seconds.*  
*Motion carries.*

Glaccum introduces a request to amend Bloomington's participation plan. The City of Bloomington

requests to upgrade from four Gold Elite consoles to five MCC 7500s. The request is for one full CCGW.

***On behalf of the OTC, Chair Glaccum moves to approve the Bloomington Participation Plan amendment.***

***Uli Seal seconds.***

***Motion carries.***

Glaccum introduces Mower County's request to amend its participation plan. To address some roaming issues and issues with building penetration, Mower County requests approval of one ASR site on the Water Tower in Austin.

***On behalf of the OTC, Glaccum moves to approve the Mower County Participation Plan amendment.***

***Thomas Humphrey seconds.***

***Motion carries.***

Glaccum introduces a request to approve Standard 2.9.0 Statewide Area Talk Group Access. He reports that the purpose of this standard is to help minimize roaming and excessive system loading. He says inappropriate roaming was hard to define and that the pain tolerance is different depending on the resources available. This is an imperfect solution. We allowed for people to bring cases forward when roaming seems unacceptable because we were not able to determine a set level of what is acceptable.

***On behalf of the OTC, Glaccum moves to approve Standard 2.9.0 as amended.***

***McMahon seconds.***

Discussion about how roaming effects the Metro region and some differences between Metro and Greater Minnesota with regard to roaming. The metro region could create a more restrictive standard.

Dave Thomson says we came up with something less restrictive than the previous standard but necessary for Greater MN. We had a line about regional standards can make this more restrictive if necessary. The big issue in outstate is that certain counties rely on towers outside their county for their day-to-day operations. That's not necessarily true in the Metro. We loosened this up for outstate without the intention of changing anything for the Metro area. There are agreements right now between MnDot and Hennepin and Minneapolis. This will not impact or nullify what they have in place. This is not going to change what you see in the Metro.

Workman asks if there could be different tiers—one for the Metro and one for Greater MN. Glaccum responds that we try not to do that for statewide standards. The regions can make more restrictive standards.

Workman asks if the Metro has a different standard is there any way to guarantee that there won't be roaming.

Glaccum responds that on a practical level how it would work is that somebody would notice a problem and bring it up. The hope is that the entities would work it out. If they can't, then they would need to bring it up regionally for resolution. We have a standard for conflict resolution.

Thomson says section six does talk about the resolution process.

Seal points out that the state does approve all these regional and county participation plans with the thought process that these are working together. If somebody submits a plan that says it really requires all the other systems around it to work, who better to enforce that than the state. Mediation works some time but if somebody's abusing the system it's our responsibility to help sort it out.

Rick Juth says he is familiar with the issues and he believes that one of the things that has been missing in the process has been a healthy collaborative outreach to the agencies that have been impacting the Metro system. He suggests that the Metro Region reach out to the agencies that they believe are impacting their system. This may just be a radio programming issue and a site preference issue. Some of this might be taken care of with outreach to the places/counties identified using more of the system than they should be.

Seal says the MESB is just saying the standard as revised is not meeting their needs. We are going to enact a standard that is stricter.

Dunaski says the Metro Region has been told by this board that it can have a more stringent standard and it will be supported. He thinks this board should communicate the requirements of the Metro Standard as well. He adds that what he is hearing is that the Metro would like support in enforcing a more stringent standard.

Mines says we have a conflict resolution standard. Our experience has been that if there is an issue, with help from the committee chair or ECN staff, we can get people to sit down and work it out. I think we have demonstrated that over time and it can escalate to the Commissioner's office if it doesn't work.

Rubin Walker adds that he hopes that the ECN staff can volunteer its technical expertise to resolve some of these issues.

Seals says we realize that it is difficult to write a standard that will work for the whole state so we are just going to adjust. Standards will continue to change. This whole governance model has been that we have been standards-based. We are adjusting in the Metro Region.

Seal moves the question.

***Motion carries with one opposition.***

Glaccum introduces a request to approve a participation plan by MetroBus to be sponsored by the City of St. Cloud. The request is to increase the ability to communicate with the MetroBus fleet and to interact with Metro Transit in case of a mutual aid event. The City of St. Cloud will provide training and will monitor use of the system for undo loading.

***On behalf of the OTC, Glaccum moves to approve the Metro Bus Participation Plan.  
Humphrey seconds.***

Discussion about when entities that are not public safety are approved because of a public safety supporting role.

***Motion carries.***

Glaccum introduces a Participation Plan request from Ridgeview Medical Center. Ridgeview Medical Center currently operates four Gold Elite consoles and would like to upgrade to four MCC7500 consoles and one patch console.

***On behalf of the OTC, Glaccum moves to approve Ridgeview Medical Center's Participation Plan amendment.***

***Droste seconds.***

***Motion carries.***

**Interoperability Committee (Thomson)**

The committee did not meet in March due to scheduling with the IDC and lack of agenda items.

**Legislative & Government Affairs Committee (VACANT)**

Jackie Mines reports that the committee did meet but without a chair and with a lack of a quorum. She would like to open a discussion about the best way to proceed with this committee.

Mines says she thinks we may need to change the makeup of the Legislative Committee. She has concerns about times when the governor's office might not support our budget. Then this committee would need to have more engagement. She suggests having the Steering Committee consider the makeup of the Legislative Committee and what might be more effective.

Chair Dunaski says we are in the middle of a legislative session and are talking about increasing 9-1-1 fees and about FirstNet. Other committee members would carry more weight with the legislature than he and Director Mines because they are state employees.

Mukhtar Thakur concurs with Chair Dunaski. He stressed that it is vitally important for everyone to be engaged, especially from the rural areas. This committee has a role in maintaining its history and sharing its vision with the legislators. The only way to do that is to have effective representation at the legislature.

Dunaski says raising the 911 fee is a perfect example. It comes across as the commissioner is raising the fee, not really that this comes from this board. The next big thing that is going to be on the horizon is going to be FirstNet. This board is going to make a recommendation to the Governor. While the Governor is going to be the one to ultimately make the decision, you can bet there is going to be a lot of feedback on this. We need to try to get four or five legislators that are really educated on ARMER and on FirstNet.

Chair Dunaski says we will move this to the Steering Committee for further discussion about the make-up of the Legislative Committee.

**Steering Committee (Hartog)**

No report.

### **IPAWS Committee (Seal)**

Chair Seal reports that the IPAWS committee would like to hold an Alert Warning Workshop and will be requesting about \$850 for that workshop. The workshop will be for those that have or are in the process of becoming a COG.

### **NG911 (Pankonie)**

- **GIS Survey and Project Update (Adam Iten)**

Adam Iten reports on a survey that will go to the PSAPS in the state and mapping community. A draft is included in the meeting materials. The survey will ask about all of the various maps that are out there and the mapping systems. We started with a national survey that was put together by a 911 group and modified it to meet the needs of MN and vetted with MnDot, MESB, the Metro GIS group and the NextGen GIS subcommittee, which has at least one mapping member from each of the seven regions. We've put it in front of a lot of people to see if we are asking the appropriate questions and capturing the appropriate information. Questions and input and feedback are welcomed.

When the data is returned it will be compiled and standardized to make sure it meets the needs of NextGen 911. That map data will be used in the background to show where a 911 call should be routed and where the responder should go.

### **Interoperable Data Committee (Risvold)**

Chair Risvold reports that the committee met last week and with strong attendance. There were about 40 people. It reviewed the MN Governance Assessment which is one of the requirements in the SLIGP grant program. The bottom line is the report determined that our public safety communications structure is highly mature and robust. The report also listed some perception issues. The recommendation is that the perception issues be considered by the Steering Committee.

Since the meeting we had some input from Metro on some smaller items that could be added to the report—some minor language changes—nothing substantive. Chair Risvold recommends that the SECB move the report today with the caveat that the committee could make those minor changes which involve clarifying language.

***On behalf of the Interoperable Data Committee, Chair Risvold moves to approve the MN Governance Assessment report.***

***Gerlicher seconds.***

***Motion carries.***

Chair Risvold introduces the MN Launch Requirements for FirstNet.

Risvold reports that the committee received an update on three of the subcommittees and those reports were also published. We would like to get those reports out to the regions for input and would like to give formal presentations as requested by the regions. We are looking for feedback which will need to be in by July 31<sup>st</sup>.

Mines says we are willing to do in person meetings and would like grammatical or substantive changes to be submitted as soon as possible. We might not be able to meet with every group before July 31<sup>st</sup> but we do want to get out to every region.

Mines says the Phase II requirements for FirstNet were released about a week ago and the formal requirements of what we can spend the SLIGP grant on and also a public notice. We did respond to their first public notice. This particular public notice is a very short turnaround time for comments. The most interesting part and the part we need to respond to is that they are asking for feedback on how they are interpreting states' rights if they choose to opt out of FirstNet. We feel strongly that it's important that states' rights to opt out is meaningful. It seems that FirstNet is taking liberty in interpreting the law so they can encourage all states to opt-in by making opting out very difficult or taking away any incentive for opting out. We appreciate your responses and feedback as quickly as possible to meet the short turn-around time.

Chair Dunaski adds that we are trying to be very cautious about getting down on paper the concerns we have about this. Particular for those in rural MN; you are the ones that are going to be most affected by this.

Mines adds that Senate Klobuchar is very active on this at the federal level and her office reached out to us. We gave feedback that if this does not include a viable option for rural MN that it would not be good for us.

### **Finance Committee (Gerlicher)**

No report.

Chair Gerlicher says that she will go to the legislature representing the Finance Committee and also as a member of the Chiefs' Association. It is concerning to her that the Legislative Committee does not have a chair.

### **Reports – Other**

- ***ARMER Project Status Report (MnDOT OEC)***

Mukhtar Thakur reports on the ARMER Project Status. There are 317 sites on the air. A number are on are temporary sites. We are making progress on acquiring land but it is a slow process particularly in the NE region. We are substantially complete on budget and schedule. We are transferring from construction effort to operations effort. We are looking at replacing back up batteries, what happens to the old batteries. The redundant system seems to be operating much better. Last year in the spring time there were a large number of outages but this spring we are seeing minimal outages anecdotally. The redundant router is helping so far. At some point we will need to find out how to make the system even more redundant and resilient.

He adds his concern about rural MN's capacity to benefit from FirstNet. It is critical for those in rural MN to stay involved.

- ***ECN Update***

Jackie Mines proposes that in the interest of time we move the GIS presentation to next month's meeting. She introduces Adam Iten who is the new GIS Program Manager and says that he comes with a lot of experience. He has put together a very precise and well thought through project plan and has been working in the Metro area first. Mines also introduces Rubin Walker, the new First

Net Program Manager and Deputy SWIC. He has a great deal of experience in the LTE network and also from the radio side.

Mines reports that ECN behind the scenes staff Carol Schmidt and Sharon Lewerer, under the direction of Dana Wahlberg, have been working diligently to identify and remove old legacy network to the PSAPs. This work has resulted in a substantial amount of money saved. We've never increased the 911 fees and are very good stewards of money and have done hard work with all these telephone companies.

Mines says we have recently been able to kick off the New Core Energy and LTE network pilot project.

### **Old Business**

None.

### **New Business**

None.

### **NG911 Presentation (Wahlberg)**

Moved to next month's meeting.

### **Other Business/discussion**

Chair Gerlicher asks if Mines has talking points for meeting with legislators so board members have a similar voice and consistent message. Mines will send an email with information.

### **Meeting Adjourns at 2:18 p.m.**

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# STATEWIDE EMERGENCY COMMUNICATIONS BOARD

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## MEETING MINUTES

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April 27, 2015

### Attendance

#### Members:

<u>MEMBER/ALTERNATE</u>	<u>REPRESENTING</u>
Mark Dunaski (Chair)/Jackie Mines	DPS
Mukhtar Thakur/Tim Lee/Jim Mohn	MnDOT
Dave Van Thiel/vacant	MNIT
Rodmen Smith/Dan Kuntz	DNR
Rochelle Schrofer/Tim Boyer	MN State Patrol
Vince Pellegrin/Thomas Humphrey	METC
Bill Droste/Vacant	League of MN Cities, Metro
Eric Anderson/Pat Novacek	League of MN Cities, Greater MN
Liz Workman/vacant	Assoc. of MN Counties, Metro
Jim McMahon/Tom Kaase	Assoc. of MN Counties, Greater MN
Kathy Hughes/Darlene Pankonie	MSA, Metro
Dan Hartog/Scott Turner	MSA, Greater MN
/Jeff Marquart	
Mike Gamache/Ted Bearth	MESB
Mike Risvold/vacant	MN Chiefs of Police Assoc., Metro
Cari Gerlicher/Dave Thomson	MN Chiefs of Police Assoc., Greater MN
Ulie Seal/Vacant	MN Fire Chiefs Assoc., Metro
T. John Cunningham	MN Fire Chiefs Assoc., Greater MN
Joe Glaccum/vacant	MN Ambulance Assoc., Metro
Brad Hanson/Paul McIntyre	MN Ambulance Assoc., Greater MN
Scott Camps	NE MN Emergency Communications Board

\*Members attending are marked with yellow highlight.

Many visitors also attended this meeting as it was held at the Minnesota Interoperability Conference in St. Cloud, Minnesota.

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### CALL TO ORDER

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Commissioner Dunaski calls the meeting to order at 3:05 p.m.

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## APPROVAL OF AGENDA

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*Thomas Humphrey moves to approve the agenda.  
Cari Gerlicher seconds the motion.*

*Dave Thomson withdraws the State Standard 1.11.1 Training System Administrators.  
Motion carries to approve the agenda as amended.*

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## APPROVAL OF PREVIOUS MEETING MINUTES

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*Uli Seal moves to approve the meeting's minutes.  
Bill Droste seconds the motion.*

Liz Workman Commissioner notes that Jon Eckel's name was misspelled and SLIGP was misspelled. She adds that Jill Rohret did not say that metro region did not stand behind some of the changes to this standard. Rohret also did not say that the metro region currently has a more restrictive standard but that there was discussion that they could. Workman asks that the minutes be corrected to reflect this.

*Motion carries to approve the minutes as amended.*

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## CHAIR AWARDS COML CERTIFICATION

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Chair Dunaski announces the completion of COML and COMT Certification by:

- John Sheehan (COMT)
- Keith Polipnick (COML)
- Tina McPherson (COML)
- Andrew LeVenture (COML)

Tina McPherson is present and Chair Dunaski awards her certificate.

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## REPORTS OF STANDING COMMITTEES

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### **Operations and Technical Committee Report (Glaccum)**

Chair Glaccum introduces a request for a participation plan amendment for Carver County, as presented in the meeting materials. Carver County intends to upgrade its Gold Elite consoles to MCC 7500s. The plan includes two eight-port CCGWs for a total of 16 ports and the county will turn back 500 radio I.D.s. MnDot has not finalized the plan but saw no problem with moving it forward.

*On behalf of the OTC, Glaccum moves to approve the participation plan amendment.  
Liz Workman seconds.  
Motion carries.*

Chair Glaccum introduces a participation plan amendment for Regions Hospital / East Metro Medical Resource Control Center (East MRCC) as presented in the meeting materials. The plan involves upgrade from Gold Elites to MCC 7500s and putting in four consoles; two will be used as back-ups. A total of twelve CCGW ports will be utilized and 150 radio I.D.s will be turned back. The connectivity plan is not fully developed yet and will come before the Operations and Technical Committee for review when it is complete.

*On behalf of the OTC, Glaccum moves to approve the Regions/MRCC upgrade.*

*Jim McMahon seconds.*

*Motion carries.*

Chair Glaccum introduces a request to amend Crow Wing County's participation plan, as presented in the meeting materials. The request is to upgrade Gold Elite consoles to MCC 7500 for a total of six. The county will utilize one CCGW port and will turn back 340 radio I.D.s.

*On behalf of the OTC, Glaccum moves to approve the Crow Wing County Participation Plan amendment.*

*Scott Camps seconds.*

*Motion carries.*

Chair Glaccum introduces a request from Lake County to sponsor Two Harbors Towing, as presented in the meeting materials. It would be a console patch on an MCC 7500 between a local talk group and local law enforcement. The request is exclusively for interoperability with public safety entities and not for day-to-day operations. In accordance with Standard 1.10.2, Lake County would be responsible for training and monitoring.

*On behalf of the OTC, Glaccum moves to approve the Lake County sponsorship of Two Harbors Towing.*

*Cari Gerlicher seconds.*

*Motion carries.*

#### **Interoperability Committee (Thomson)**

Chair Thomson reports that the committee met and reviewed Standard 1.11.1 and moved it to the Operations and Technical Committee for review.

#### **Legislative & Government Affairs Committee (VACANT)**

Director Mines reports that the committee has been meeting but does not have a chair at this time. There has been discussion about the budget and getting support from members of the committee and associations to support the budget request. The budget request is large this year; it is a 21% increase. It has been approved by the Governor's office. The House and Senate Committees have not yet had any issues with it and Mines believes that is due to the cooperation and support of the SECB members. The MSA, AMC and the MESB have all offered support.

#### **Steering Committee (Hartog)**

Chair Hartog reports that the committee met and talked about the membership of the Legislative Committee decided that it should include more regional membership. The committee is reviewing the SECB By-Laws and particularly the membership section and will be making recommendations for changes.

### **IPAWS Committee (Seal)**

Chair Seal reports that to date 39 counties have been approved as public safety alerting points. There are no pending applications.

### **NG911 (Pankonie)**

Chair Pankonie presents the NG911 Committee's first action item for the board. The regions have all signed a resolution, presented in the meeting materials, that states there is agreement to have a coordinated implementation across the state of Minnesota for a standards-based text to 9-1-1 solution.

The resolution was developed because of pressure put on individual PSAPs to implement text-to-9-1-1 solutions by the FCC and hearing-impaired community. The NG911 Advisory Committee agreed that a coordinated implementation would be in the best interests of Minnesota residents.

*Chair Pankonie moves to adopt the Text-to-911 Resolution.*

*Droste seconds.*

*Motion carries.*

Pankonie welcomes anyone interested to attend the NG911 Committee meeting that will take place immediately after the end of the Interop Conference on Wednesday.

### **Interoperable Data Committee (Risvold)**

Chair Risvold reports that the committee met to discuss the draft of Minnesota's comments in response to FirstNet's *Further Proposed Interpretation of Parts of the Middle Class Tax Relief and Job Creation Act of 2012* ("Second Notice"). The draft comments are included in the meeting materials. He gives the floor to Director Mines to provide further information.

Director Mines reports that Minnesota first responders, the SECB and ECN are strong supporters of a FirstNet build out of a dedicated public safety wireless broadband network. She states that every opportunity is taken to respond to FirstNet's public notices; this is the second one and there will be more. She adds that it is important to respond to try to influence FirstNet in the way that we in Minnesota think it would be best deployed.

Mines explains that this particular notice is an interpretation by FirstNet of the law in a way that could make it more difficult for Minnesota and other states to make a valid opt-in/opt-out decision. It is in Minnesota's interest as well as FirstNet's interest to have as much information available to each state for a valid opt-in/opt-out choice to be made. With that in mind, the committee responded rather strongly to this particular public notice. Over the past few days and after much discussion, some of the wording has been changed to be a little softer, but not the content. The seven points that were approved at the Interoperable Data Committee meeting have remained the same. She stresses the importance of maintaining a very positive working relationship with FirstNet and this will be submitted in that spirit.

Mines introduces Brandon Abley of Televate and says that Televate gave a very helpful legal opinion on the Public Notice. Abley gives a power point presentation with an overview and background of the process of developing the Minnesota Response to FirstNet's Second Public Notice.

***On behalf of the Interoperable Data Committee, Chair Risvold moves for approval of the Minnesota Response to FirstNet's Second Notice.***

***T. John Cunningham seconds the motion.***

***Motion carries.***

Risvold introduces a resolution in response to information in FirstNet's Second Notice regarding the revenue that might be generated by a state that elected to opt-out of First-Net's build out. Minnesota's response is that a state's "meaningful right" to opt out includes the right to retain the fruits of its successful opt-out implementation and an opt-out state should not be required to contribute those funds to subsidize the nationwide build-out. This resolution, as submitted in the meeting materials, addresses how any revenue generated from a potential opt-out plan in Minnesota would be used. The resolution states that the SECB would not approve of an opt-out plan that diverts opt-out revenues to any purpose except for sustaining the construction, operations, and maintenance of the Nationwide Public Safety Broadband Network in Minnesota.

***On behalf of the IDC, Risvold moves that the SECB support the resolution as submitted. Cunningham seconds.***

***Motion carries.***

### **Finance Committee (Gerlicher)**

No report.

### **Reports – Other**

- ***ARMER Project Status Report (MnDOT OEC)***

Steve Mueller from MnIT reviews the Status Board report as submitted. He reports that there were some stability problems when the project was taken over by his team and those have been addressed. The application is pretty stable now. MnIT is working to reduce the amount of time the StatusBoard is down. The application is up about 90 percent of the time but MnIt is working to improve that number. The goals of the project were to stabilize the application, to continue to make the requested updates and to work with the operations team to reduce the down time.

Mines adds that Cathy Anderson has been meeting with members of committees to put together a wish list of improvements.

- ***MnDot Report***

Mukhtar Thakur reviews the ARMER Project Status Report, as presented in the meeting materials. He reports that 97% of the ARMER backbone is on the air. 317 sites are on the air. Some sites are on the air but on old or temporary towers. They are counted as on the air but still require construction and/or installation at the new tower sites before they are completed. There are three towers that should be completed in the next month or two. Of the 317 sites, five are on temporary sites. Ten sites will be delayed due to land acquisition. Land acquisition is particularly challenging in the Northeast and Northwest regions because of environmental issues, including the North American Wolf, Canadian Lynx, and the Long Eared Bat. All sites in Southeast are complete; all sites in the Southwest are completed but need a lease site replacement; all sites in the Southwest are completed; all Metro sites are completed. In the Northeast there are three land acquisitions

remaining. In the Northwest there are nine sites under construction and seven land acquisitions remaining.

He reports that the punch list for the Motorola 7.13 upgrade is completed. The 7.15 upgrade is scheduled to begin in May 2016. MnDot is working on replacing some of the towers that are old and working on other site improvements. Microwave improvements continue to be made and users are probably seeing improvements. He concludes that the ARMER system is now moving into the operations and maintenance phase having mostly completed the built out.

- ***ECN Update***

Mines reports that there was a Next Generation Text-to-911 test. ECN is reviewing responses to a Text-to-9-1-1- RFP. The division is also working on how the 911 fees are being submitted and on grant presentations. FirstNet released their Phase II requirements and ECN will continue to work on that project. Mines thanks her staff for their hard work.

### **Old Business**

None.

### **New Business**

#### **NG911 Presentation (Adam Iten)**

Mines introduces Adam Iten. He is a MnIT employee but is funded through ECN and is the 9-1-1-GIS Project Manager. She states that this is a very large project and will have big ramifications for the state of Minnesota and that Iten has done a great job.

Adam Iten gives a power point presentation on the Geographical Information System (GIS) project. The project will collect geospatial data from around the state to create maps which will more accurately pinpoint where an emergency occurs. Accurate geospatial data will allow 9-1-1 calls from any device to be routed to the correct 9-1-1 call center. The project will work closely with stakeholders around the state to gather data and create mechanisms to maintain required data, such as streets, address points, and emergency response and community boundaries. Other beneficial data will be collected including the location of railroads and public places (schools, churches, landmarks). These datasets will be used to support 9-1-1 call routing, location validation and emergency response in NG9-1-1.

### **Other Business/discussion**

**Meeting Adjourns at 4:27 p.m.**

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# STATEWIDE EMERGENCY COMMUNICATIONS BOARD

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## MEETING MINUTES

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May 28, 2015

### Attendance

#### Members:

<u>MEMBER/ALTERNATE</u>	<u>REPRESENTING</u>
Mark Dunaski (Chair)/ <b>Jackie Mines</b>	DPS
Mukhtar Thakur/Tim Lee/Jim Mohn	MnDOT
Dave Van Thiel/vacant	MNIT
Rodmen Smith/Dan Kuntz	DNR
<b>Rochelle Schrofer</b> /Tim Boyer	MN State Patrol
Vince Pellegrin/ <b>Thomas Humphrey</b>	METC
<b>Bill Droste</b> / Vacant	League of MN Cities, Metro
Eric Anderson/Pat Novacek	League of MN Cities, Greater MN
<b>Liz Workman</b> /vacant	Assoc. of MN Counties, Metro
Jim McMahon/vacant	Assoc. of MN Counties, Greater MN
Kathy Hughes/ <b>Darlene Pankonie</b>	MSA, Metro
Dan Hartog/Scott Turner	MSA, Greater MN
/Jeff Marquart	
<b>Mike Gamache</b> /Ted Bearth	MESB
<b>Mike Risvold</b> /vacant	MN Chiefs of Police Assoc., Metro
Cari Gerlicher/ <b>Dave Thomson</b>	MN Chiefs of Police Assoc., Greater MN
<b>Ulie Seal</b> /Vacant	MN Fire Chiefs Assoc., Metro
<b>T. John Cunningham</b>	MN Fire Chiefs Assoc., Greater MN
Joe Glaccum/vacant	MN Ambulance Assoc., Metro
Brad Hanson/Paul McIntyre	MN Ambulance Assoc., Greater MN
<b>Scott Camps</b> /	NE MN Emergency Communications Board

\*Members attending are marked with yellow highlight.

#### Also in attendance:

Cathy Anderson DPS-ECN  
Carol-Linnea Salmon, DPS-ECN  
Rubin Walker, DPS-ECN  
Rick Juth, DPS-ECN  
Jill Rohret, MESB  
Bruce Hegrenes, NE Region  
Thomas Baden, MnIT  
Mike Fink, Motorola  
Dave Eischen, Motorola

Scott Wosje, Northland Business Systems

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## CALL TO ORDER

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Commissioner Dunaski calls the meeting to order at 12:35 p.m.

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## APPROVAL OF AGENDA

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*Mike Risvold moves to approve the agenda.*

*Cari Gerlicher seconds the motion.*

*Motion carries to approve the agenda.*

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## APPROVAL OF PREVIOUS MEETING MINUTES

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*Liz Workman moves to approve the meeting's minutes.*

*Risvold seconds the motion.*

*Motion carries to approve the minutes.*

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## REPORTS OF STANDING COMMITTEES

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### Finance Committee (Gerlicher)

- **FY2014/15 SECB Grant Allocation**

***ACTION ITEM***

Chair Gerlicher introduces the FY 14/15 Grant allocation. This was recommended by the grant workgroup and approved by the Finance Committee.

*Gerlicher moves approval of the recommended SECB grant allocation for FY2014/2015 as submitted in the meeting materials.*

*Jim McMahon seconds.*

No discussion.

*Motion carries.*

- **Marshall County Request for Participation Plan Grant**

***ACTION ITEM***

Chair Gerlicher introduces a request from Marshall County for \$19,500 in financial support to complete its ARMER Participation Plan. This has been approved by the Finance Committee.

*Gerlicher moves to approve the request from Marshal County for financial support for its ARMER Participation Plan.*

*Mike Risvold seconds.*

No discussion.

*Motion carries.*

Jackie Mines reports that a notice of grant opportunities for ARMER integration migration funds has gone out. Counties and tribal governments that are not currently on the ARMER system and have not previously received an ARMER Integration Grant may apply. Applications will be submitted to the Finance Committee for approval.

### **Operations and Technical Committee Report (Thomson)**

- **St. Louis Park Participation Plan Amendment**

***ACTION ITEM***

Vice Chair Thomson introduce a Participation Plan amendment from the City of St. Louis Park. St. Louis Park will be upgrading three Gold Elite consoles to three primary MCC 7500 console positions and one patched position. The request is for two 4-port CCGWs and all eight CCGWs will be used. There will be two separate data routes expected to be in service in the fall. Logging will be done over the air. The city will turn back 212 radio I.D.s.

***Thomson moves approve the St. Louis Park Participation Plan amendment.  
Thomas Humphrey seconds.***

No discussion.

***Motion carries.***

- **Minneapolis Participation Plan Amendment**

***ACTION ITEM***

Vice Chair Thomson introduces the City of Minneapolis' request to replace sixteen Gold Elite consoles with sixteen MCC 7500s plus a patch. Two 8-port CCGWs are requested.

***Thomson moves to approve the Minneapolis Participation Plan amendment.  
Bill Droste seconds.***

No discussion.

***Motion carries.***

- **Limited Interoperability Participation Plan, City of La Crosse**

***ACTION ITEM***

Vice Chair Thomson reports that the City of La Crosse currently has an 800 MHz analog trunked radio system and will be upgrading to a system that is similar to the ARMER system. The city is requesting a limited participation plan on the ARMER system to allow for interoperability and is requesting 300 radio I.D.s. It will not be used for day-to-day operations. The OTC approved it contingent on a successful MnDot contract and the Southeast Emergency Communications Board approval at its meeting on June 8.

***Thomson moves to approve the City of La Crosse's Limited Interoperability plan contingent on approval by the Southeast Emergency Communications Board and MnDOT satisfaction over the contract.***

***Humphrey seconds.***

No discussion.

***Motion carries.***

- **Lake County Participation Plan Addendum**

***ACTION ITEM***

Vice Chair Thomson introduces the Lake County Participation Plan addendum. Lake County would like to replace its existing consoles with two MCC 7500s. The request is for three CCGWs with 12 ports. One additional channel is requested at the Silver Cliff site. Sixty radio I.D.s will be returned.

***Thomson moves to approve the Lake County Participation Plan addendum.***

***Droste seconds.***

No discussion.

***Motion carries.***

- **Variance Request for St. Louis County**

***ACTION ITEM***

Vice Chair Thomson introduces a request from St. Louis County for a variance of the final implementation for all agencies covered in the St. Louis County ARMER participation plan from the naming requirements in ARMER Standards 3.15.0, 3.16.0, and 3.19.0 until August 31, 2015.

***Thomson moves to approve the St. Louis County variance request.***

***Ulle Seal seconds.***

No discussion.

***Motion carries.***

- **Standard 1.11.1 - Training System Administrators**

***INFORMATION/DISCUSSION***

Vice Chair Thomson report that after much discussion the committee decided to move the Standard to the subcommittee and the SMG for revision. The group has had one meeting on it already. The direction the workgroup is moving is to separate system administrators into four categories with different levels of training required depending on level of authority on the system.

### **Interoperability Committee Report (Thomson)**

- **Approval of ISSI on the ARMER system but not to provide state funding for implementation or ongoing maintenance**

Chair Thomson gives a brief description of InterSubSystem Interface (ISSI). ISSI is a solution that allows seamless integration between ARMER and other P25 systems. He gives additional technical details, as reported in the meeting materials. To use the system for interoperability, it requires that both parties have purchased ISSI. There are some constraints, as described in the meeting materials.

Areas where it potentially could be used would be between Douglas County, Wisconsin and St. Louis County, Minnesota; Red Wing and Wisconsin because of the Prairie Island nuclear plant; Monticello; and South Dakota, though South Dakota has not purchased ISSI. It could also benefit ambulance services who service areas in both Minnesota and Wisconsin.

North Dakota, Iowa and Canada currently don't have statewide or nationwide trunking radio systems but may in the future.

ISSI would cost Minnesota \$300,000 which would include ten talk groups. Additional talk groups would cost \$50,000 for ten.

Thomson reports that the Interoperability Committee decided to approve ISSI on the ARMER system for interoperability but not to recommend it for funding as a statewide system because of the limitations of its usefulness as a statewide resource.

Bruce Hegrenes reports that Superior and Douglas County are on the WISCOM System. The State of Wisconsin is currently using ISSI. Iowa is about to purchase a P25 Motorola system. St. Louis County has \$130,000, including a \$30k grant that could be used for this project and a microwave connection has been installed. It looks like the reductions in the contract pricing would purchase the hardware.

Thomson says the hardware was half the cost and the system integration was the other half.

Chair Dunaski says we have had this conversation before. The concern was that it applies to certain border areas but that it was not a statewide asset because it was not useful everywhere on the system. He asks who has talked to the power plants. Nate Timm has discussed it with them. They haven't put any funding into it. Thomson says the nuclear power plants have been reluctant to connect directly with anything because of their security concerns.

It is suggested to talk to the Radio Emergency Preparedness program (REP) and HSEM for funding options. Chair Dunaski will check with HSEM to find out if there are any funding possibilities there.

Rodmen Smith said even though there would be a free upgrade it still costs money for state radio upgrades. Thomson says the cost for upgrading all the radios in the state is substantial.

### **Legislative & Government Affairs Committee (Workman)**

Chair Dunaski announces that Commissioner Workman has agreed to chair this committee. He reiterates that it is very helpful to have others working down at the legislature when it is in session.

Jackie Mines reports that the membership of the Legislative Committee has been expanded by the Steering Committee to include regional representatives to help offset the trouble the committee has had in the past in getting enough participation.

Discussion about committee membership. Chair Workman asks about the Metropolitan Council's participation. Committee chairs can remove from their rosters members who do not attend a percentage of meetings or omit them from the count for a quorum. Mines says she would like to see the associations represented but their representation could come from the regions.

Dunaski adds that the statutes outlining membership were established at the beginning of the ARMER system and maybe the board should look at that now and recommended changes.

### **Steering Committee (Hartog)**

Chair Hartog reports that the Steering Committee has suggested some changes to the bylaws and sent them to the Legislative Committee for review. The recommended changes included adding regional representation to the membership of the Legislative Committee, as discussed previously.

The committee also reviewed the Governance Assessment report written by Televate. The report

included some possible perception issues. The committee, minus Director Mines, discussed the issues and how to address them. A decision was made to work with Judy Plante, who was the facilitator of the Strategic Planning Session, to have her help the committee develop a plan.

#### **IPAWS Committee (Seal)**

No report from the committee.

Chair Dunaski says that rail and pipeline safety is a big topic of discussion at the capital. One of the concerns is the difficulty in getting information to people, especially concerning evacuating people, and the gaps in communications. IPAWS adds another helpful layer to the communications systems in place.

Chair Seal responds that there are only about 11 or 12 counties in the state who are not a COG or a member of a COG. There are still some knowledge gaps with people not knowing if their county is a member and also there are gaps regarding how an alerting the polygon is drawn and gaps with the carriers. Probably the best way to be alerted is to be signed up with the county to get an alert.

Chair Seals says he would be happy to give the board a presentation on IPAWS.

#### **NG911 (Pankonie)**

No report.

#### **Interoperable Data Committee (Risvold)**

- **MN Request for Information (RFI)**

Chair Risvold reports that the state would like to release an RFI for information pertaining to public-private partnerships relative to the development of a nationwide public safety broadband network in Minnesota. This would be an outreach to private partners and as a formal RFI could include information that may be proprietary but would be protected under Minnesota statute.

Three purposes are to:

- 1) Prepare the state in describing to FirstNet if and what potential private partnerships exist;
- 2) Educate the state and its stakeholders regarding potential private partnership opportunities;
- 3) Evaluate potential partnership opportunities for preparation of the state's public safety broadband strategic plan, which will help guide the ultimate outcome of the FirstNet consultation process.

Mines reminds the committee that an abbreviated informal RFI was completed in August of 2014. This RFI was not required by FirstNet. This is over and above any SLIGP grant money so ECN will fund this if it meets with the board's approval today.

***Chair Risvold moves to approve the MN Request for Information.  
Workman seconds.***

#### **Discussion**

Chair Dunaski says he thinks it is very important to collect this data. The more information we have the better informed decision we can make.

Discussion about FirstNet's approach and if it will be the best one for Minnesota. FirstNet is looking at 50 states and three territories and most are not as prepared as Minnesota. In Minnesota, we have the ARMER system in place, which gives us an advantage. FirstNet may make it difficult to opt out. Minnesota's response is that we have concerns about the proposed approach. The best outcome would be if FirstNet could produce a solution that we could all be happy with. Through the consultation process, we are providing FirstNet with information about what would work best for Minnesota. It would also be best to have fully explored what are our options and the RFI will help with this.

*Motion carries.*

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## REPORTS – OTHER

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- *ARMER Project Status Report (MnDOT OEC)*

Mukhtar Thakur reports that 97% of the ARMER backbone is complete, as outlined in the report presented in the meeting materials. Land acquisition will continue to impact completion of some sites. No new sites are on the air on this month but a few are imminent. The ARMER backbone is 324 sites, with about 10 sites with tower acquisition in progress, for a total of 314 sites completed. The Island Lake land acquisition has been completed. The environmental reviews are completed for the Devil Fish site and the Sawbill site. The budget is looking good and stable.

- *ECN Update*

Jackie Mines reports that FirstNet's third Public Notice was released. It has to be submitted before the next SECB meeting but has been submitted to the Interoperable Data Committee for review and response.

The Phase II build out will be discussed with a workgroup. There will be a meeting next week with representatives from each region and other entities. This Phase II build out will be the most important feedback—they are asking for a response on what we envision to be the best methodology for building out in Minnesota. We will bring that forward to each region over the summer to identify what we think would be the best approach for each region then give another opportunity for feedback.

Our budget request at the Legislature has been passed with no changes to our funding request. The governor approved the Public Safety budget. We will move forward on the system upgrade. We will have a meeting in June with the subsystem owners to get feedback about in which fiscal quarters the money will be spent so we can plan for that.

Mines thanks the MSA, Jim Franklin, MESB, Margaret Vessel, the AMC and the Dakota County

lobbyist for support at the Legislature. She said it was helpful to have the fire chiefs there in their uniforms. She thanks MnDot for their continued support.

Text-to-911 was trialed in St. Louis County. The NextGen GIS Regional kick off meetings have been happening. They have been successful and well attended by GIS people and PSAP people. The next major task is collecting and reviewing the request for information to see who has what resources available so we can identify where we need to support the regions.

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### **OLD BUSINESS**

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None.

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### **NEW BUSINESS**

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None.

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### **OTHER BUSINESS/DISCUSSION**

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None.

**Meeting Adjourns at 1:38 p.m.**

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# STATEWIDE EMERGENCY COMMUNICATIONS BOARD

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## MEETING MINUTES

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June 23, 2015

### Attendance

#### Members:

<u>MEMBER/ALTERNATE</u>	<u>REPRESENTING</u>
Mark Dunaski (Chair)/Jackie Mines	DPS
Mukhtar Thakur/Tim Lee/Jim Mohn	MnDOT
Dave Van Thiel/Thomas Baden	MNIT
Rodmen Smith/Dan Kuntz	DNR
Rochelle Schrofer/Tim Boyer	MN State Patrol
Vince Pellegrin/Thomas Humphrey	METC
Bill Droste/ Vacant	League of MN Cities, Metro
Eric Anderson/Pat Novacek	League of MN Cities, Greater MN
Liz Workman/vacant	Assoc. of MN Counties, Metro
Jim McMahon/vacant	Assoc. of MN Counties, Greater MN
Chris Caulk/Darlene Pankonie	MSA, Metro
Dan Hartog/Scott Turner	MSA, Greater MN
/Jeff Marquart	
Mike Gamache/Ted Bearth	MESB
Mike Risvold/vacant	MN Chiefs of Police Assoc., Metro
Cari Gerlicher/Dave Thomson	MN Chiefs of Police Assoc., Greater MN
Ulie Seal/Vacant	MN Fire Chiefs Assoc., Metro
T. John Cunningham	MN Fire Chiefs Assoc., Greater MN
Joe Glaccum/vacant	MN Ambulance Assoc., Metro
Brad Hanson/Paul McIntyre	MN Ambulance Assoc., Greater MN
Scott Camps/vacant	NE MN Emergency Communications Board

#### Also in attendance:

Cathy Anderson DPS-ECN  
Carol-Linnea Salmon, DPS-ECN  
Rubin Walker, DPS-ECN  
Rick Juth, DPS-ECN  
Jill Rohret, MESB  
Victor Wanchena, DOC  
Rey Freeman, RFCC  
Chris Maier, Motorola  
Dave Eischens, Motorola

Mike Fink, Motorola  
Scott Wosje, Northland Business Systems  
Ace Bonnema, Central MN ESB

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### CALL TO ORDER

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Commissioner Dunaski calls the meeting to order at 12:32 p.m.

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### APPROVAL OF AGENDA

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*Thomas Humphrey moves to approve the agenda.*

*Dave Van Thiel seconds the motion.*

*Motion carries to approve the agenda.*

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### APPROVAL OF PREVIOUS MEETING MINUTES

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Chair Dunaski notes an error in the May minutes. The paragraph describing the St. Louis Park Participation Plan Amendment should be corrected to read St. Louis Park rather than St. Louis County.

*Jim McMahon moves to approve the meeting's minutes as amended.*

*Liz Workman seconds the motion.*

*Motion carries to approve the minutes.*

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### ANNOUNCEMENTS

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Chair Dunaski announces that this is Dave Van Thiel's last meeting as he will be retiring. Dunaski thanks Van Thiel for his participation.

Van Thiel says it was an honor and an interesting learning experience.

Chair Dunaski introduces Sheriff Chris Caulk and welcomes him.

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### REPORTS OF STANDING COMMITTEES

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#### **Operations and Technical Committee Report (Glaccum)**

- Lake of the Woods Participation Plan

Chair Glaccum introduces the Lake of the Woods Participation Plan. It is a full plan with 68 radios on the system and 32 talkgroups. They will connect to the system via control stations rather than through consoles. They will not be adding any sites or channel capacity.

*On behalf of the OTC, Chair Glaccum moves to approve the Lake of the Woods Participation*

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**Plan.**

**Scott Camps seconds.**

No discussion.

**Motion carries.**

- **Roseau County Participation Plan**

**ACTION ITEM**

Chair Glaccum gives details of the Roseau County Participation Plan. They will add 230 radios to the system and 59 talkgroups. They will also connect via control stations. No site additions or channels.

**On behalf of the OTC, Chair Glaccum moves to approve the Roseau County Participation Plan.**

**Humphrey seconds.**

No discussion.

**Motion carries.**

- **Lac qui Parle County Outdoor BDA**

**ACTION ITEM**

Chair Glaccum introduces the Lac qui Parle County request for an Outdoor Bi-Directional Amplifier (BDA). The county needs additional coverage in the city of Dawson which is located a long distance from ARMER towers. The equipment that will be used is similar to the BDA equipment that has already been approved for the system.

**On behalf of the OTC, Chair Glaccum moves to approve the Lac qui Parle County Outdoor BDA.**

**Dan Hartog seconds.**

McMahon asks about funding because the proposal as submitted asks for funding.

Glaccum responds that the OTC approved the technical aspect not funding. That would be a separate proposal.

No discussion.

**Motion carries.**

- **Isanti County Participation Plan Amendment**

**ACTION ITEM**

Chair Glaccum presents the Isanti County Participation Plan Amendment. The county plans to upgrade three Gold Elites consoles to MCC7500s plus one patching console. The county will also put an MCC7100 console in their EOCs. Eleven CCGW ports are required. About 140 I.D.s will be turned back. The county has had some connectivity through a T-1 that we had approved but will no longer need that after the upgrade.

**On behalf of the OTC, Chair Glaccum moves to approve the Isanti County Participation Plan Amendment.**

**McMahon seconds.**

No discussion.

**Motion carries.**

- **Rice and Steele County JPB Participation Plan Amendment**

**ACTION ITEM**

Chair Glaccum introduces a request from Rice and Steele Counties to add fifth MCC7500 position.

*On behalf of the OTC, Chair Glaccum moves to approve the Rice and Steele County JPB Participation Plan Amendment.*

*Mike Risvold seconds.*

No discussion.

*Motion carries.*

- **Stevens and Kandiyohi County Local Repeater Coverage**

***ACTION ITEM***

Chair Glaccum introduces a request from Stevens and Kandiyohi County to use a Local Repeater Coverage to ARMER (LRCA). The counties propose using conventional 800 MHz frequencies to connect into the system to provide some in-building coverage that they don't have. A BDA system is not a cost-effective solution in this case. It is being presented before the SECB today partially because it may present a solution to other areas that have similar coverage issues. The OTC approved the concept but not the re-allocation of frequencies. It was determined that that would require going through the change management process.

*On behalf of the OTC, Chair Glaccum moves to approve the concept of the local repeater coverage but not to allocate frequencies.*

*Humphrey seconds.*

#### **Discussion**

Glaccum explains that the request is to put some equipment on the system but use it in a different way. The user is going to have to work through a conventional interface that is then going to hook into the trunk system. This is done with mobile repeaters in squad cars. To his knowledge, this is the first time it will be used for building coverage or a coverage of an area. Any first responder that will be called in to work in that area would have to be aware of this and how it's being used.

Dunaski asks if the board should ask for a report back to see if it worked. He asks if this will impact the whole system or only locally. Glaccum responds that the opinion of the OTC is that any issues would be local and would not have an impact on the overall system.

*Motion carries.*

#### **Interoperability Committee Report (Thomson)**

No report.

#### **Legislative & Government Affairs Committee (Workman)**

Chair Workman reports the committee met with three members attending. She invoked Article III, Number 2 of the SECB bylaws to determine that there was a quorum for the meeting. She reads the paragraph to the board:

*The membership of the SECB and any standing committees shall maintain an attendance record of either the designee or the alternate of 75% of all official meetings across a twelve month rolling calendar. If a member or the alternate fails to meet the attendance requirement, the chair of the committee shall notify the member's organization in writing of the attendance record and request a replacement designee. At the discretion of the chair of the committee, the member's appointment may be omitted in determining the presence of a quorum until the attendance record is in compliance as outlined in the article. A member that is not in compliance of the attendance requirement will not be able to vote on any action items until the attendance record is in compliance as outlined in this article.*

Chair Workman reports that the committee requested staff to send the appropriate letters to the association members asking that the associations recommend members who are able to actively participate. The preference is that those representatives not be lobbyists. The committee accepted the addition of “and Outreach” to its name based on feedback regarding recommendations from the Steering Committee but would like to know what the expectations of the Steering Committee are for that outreach.

The committee also discussed sending a letter to Minnesota’s federal legislative delegation calling attention to Minnesota’s responses to FirstNet’s public notices. The letter is presented in the meeting materials today for approval by the board.

Chair Dunaski responds that the letter succinctly states the concerns that have been raised.

***On behalf of the Legislative Committee, Chair Workman moves that the Department of Public Safety/ECN is given authority to send this letter, as presented in the meeting materials, after hearing the latest from FirstNet and after the governor has been briefed. Humphrey seconds.***

Mines adds that FirstNet is not required to respond to our comments to the public notice. She thinks the next time we will get an indication that FirstNet has taken those comments under consideration is when they send out the formal RFP but probably more specific to Minnesota will be when they present the state plan. That is currently scheduled to happen in December. That is probably when we would know for sure if they are taking our concerns under consideration.

***Motion carries.***

#### **Steering Committee (Hartog)**

Chair Hartog reviews changes to the SECB bylaws as proposed by the Steering Committee and as presented in the meeting materials. The changes included adding a representative from each regional Emergency Communications Board or Emergency Services Board to the Legislative Committee; adding the Minnesota Indian Affairs Council or Tribal Government to each committee; removing the Commission of Management and Budget from the SECB (which was done by statute); making the language consistent with the language in the statute; and some clean-up edits.

***On behalf of the Steering Committee, Chair Hartog moves to approve the recommended changes to the SECB bylaws. Glaccum seconds.***

Mines clarifies that the Steering Committee did not add Outreach to the Legislative Committee title because there was discussion at the Steering Committee about creating a subcommittee to do outreach.

***Motion carries.***

#### **IPAWS Committee (Seal)**

No report.

#### **NG911 (Pankonie)**

No report.

### **Interoperable Data Committee (Risvold)**

Chair Risvold says that the committee met but he was not able to attend and defers to Director Mines and Rubin Walker to report on the meeting.

Mines reports that the meeting reviewed the status of the Phase 2 data collection, planning for the phased build-out and an update on the LCE project in Elk River.

Rubin Walker reports on the public-private partnership project with Great River Energy. They have been planning to hold an exercise in August but there were challenges in finding an exercise coordinator. The Office of Emergency Communications will provide a planner and so now the exercise is being considered for September. Motorola and other vendors have given input and equipment to help give a bigger picture of how various devices will respond and interact. With this project are hoping to gain insight into how the public-private partnership works but also how things will work in different areas and with different equipment. We are hoping to come up with a platform with multi-level solutions that will provide insight into how FirstNet can best operate in Minnesota.

On the phased build-out strategy the workgroup is coming up with a list of priorities to help the regions develop the most effective strategies and to give FirstNet information about the best way to buildout in Minnesota. The workgroup meetings will happen in July and August and we will report to FirstNet in September.

### **Finance Committee (Gerlicher)**

No report.

### **Reports – Other**

- ***ARMER Project Status Report (MnDOT OEC)***

Mukhtar Thakur distributes a status report to the committee members. This will be sent out on the ARMER listserv by ECN after the meeting. Thakur reports that there are 317 sites on the air and 17 sites remaining to construct. There are five sites currently under construction. Currently there is only one contractor bidding on the work. They are waiting on Cook County to approve the land lease for both the Sawbill and Devil Fish sites. All of the environmental reviews have been completed for the Cascade River site.

He reports that in the last three days there were at least three sites that we down because of external interference. In a couple of the sites they have found the problem and should be able to reduce most of the interference.

The redundant routers have significantly reduced outages.

Chair Dunaski adds that with the addition of Lake of the Woods and Roseau Counties that puts us at about 85 counties that are on the ARMER system. It is exciting to see the system near completion.

### ***ECN Update***

Jackie Mines refers to a NextGen911 GIS report that was submitted in the meeting materials. The outreach kick-off has been completed in all of the regions and now we are on to a request for information. You will see in the materials the number of counties that have responded. We are getting information back on the type of GIS that most counties have, the current status of the data collection, if they have a GIS representative in the county. This will give us an indication of how we need to work with each county as we collect GIS data. The next step will be to analyze the data. This team is also working on collection of some of the data that is needed for the FirstNet project. After this, then team will go on to working on standards and a communication plan. The team has been working very closely with two regions in particular – the Northeast and Metro. This project has gotten off to a really strong start.

The Text-to-911 initiative is in the final stages of reviewing RFP responses.

We are also working on the 7.19 upgrade. Jackie Mines and Tim Lee will meet on July 6 with the subsystem owners to discuss the project rollout with recent information that we received from Motorola and will also gather the final budget numbers.

### **Old Business**

None.

### **New Business**

None.

### **Other Business/discussion**

None.

**Meeting Adjourns at 1:19 p.m.**

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# STATEWIDE EMERGENCY COMMUNICATIONS BOARD

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## MEETING MINUTES

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July 23, 2015

### Attendance

#### Members:

<u>PRESENT</u>	<u>MEMBER/ALTERNATE</u>	<u>REPRESENTING</u>
X	Mark Dunaski (Chair)/Jackie Mines	DPS
X	Mukhtar Thakur/Tim Lee/Jim Mohn	MnDOT
	vacant /vacant	MNIT
X	Rodmen Smith/Dan Kuntz	DNR
X	Rochelle Schrofer/Tim Boyer	MN State Patrol
X	Vince Pellegrin/Thomas Humphrey	METC
X	Bill Droste/ Vacant	League of MN Cities, Metro
X	Eric Anderson/Pat Novacek	League of MN Cities, Greater MN
X	Liz Workman/vacant	Assoc. of MN Counties, Metro
	Jim McMahon/vacant	Assoc. of MN Counties, Greater MN
X	Chris Caulk/Darlene Pankonie	MSA, Metro
	Dan Hartog/Scott Turner	MSA, Greater MN
	/Jeff Marquart	
X	Mike Gamache/Ted Bearth	MESB
X	Mike Risvold/vacant	MN Chiefs of Police Assoc., Metro
X	Cari Gerlicher/Dave Thomson	MN Chiefs of Police Assoc., Greater MN
X	Ulie Seal/Vacant	MN Fire Chiefs Assoc., Metro
X	T. John Cunningham	MN Fire Chiefs Assoc., Greater MN
X	Joe Glaccum/vacant	MN Ambulance Assoc., Metro
X	Brad Hanson/Paul McIntyre	MN Ambulance Assoc., Greater MN
	Vacant /Jeff Jelinski	NE MN ECB Board/Central MN ESB

#### Also in attendance:

Cathy Anderson DPS-ECN  
Carol-Linnea Salmon, DPS-ECN  
Jim Stromberg , DPS-ECN  
Jackie Mines, DPS-ECN  
Mark Navolio, Televate  
Brandon Abley, Televate  
Joe Ross, Televate  
Jill Rohret, MESB  
Mike Fink, Motorola  
Rick Juth, DPS-ECN

Adam Iten, DPS-ECN  
Carrie Oster, Motorola  
Dave Eischens, Motorola  
Randy Donahue, DPS-ECN  
Bruce Hegrenes, St. Louis County  
Tom Bader  
Mary Borst, Mayo  
Bruce Hegrenes,  
Rey Freeman, RFCC  
Scott Wosje, Northland Business Systems

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### CALL TO ORDER

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Vice Chair Glaccum calls the meeting to order at 12:32 p.m.

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### APPROVAL OF AGENDA

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*Bill Droste moves to approve the agenda.*

*Mike Risvold seconds the motion.*

*Motion carries to approve the agenda.*

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### APPROVAL OF PREVIOUS MEETING MINUTES

---

*Liz Workman moves to approve the meeting's minutes.*

*Ulise Seal seconds the motion.*

*Motion carries to approve the minutes.*

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### ANNOUNCEMENTS

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Carol Salmon announces that MnDOT77 will be moving to a different technology for video conferencing beginning in August. The new system will use Lync and may be accessed from laptops. More information will be forthcoming and as we are learning the new system the phone bridge will continue to be an option for those who attend remotely.

Chair Dunaski arrives and presides over the meeting from here on.

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### REPORTS OF STANDING COMMITTEES

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#### Operations and Technical Committee Report (Thomson)

- **Ramsey County Participation Plan Amendment**

***ACTION ITEM***

Dave Thomson says Ramsey County is switching from 19 Gold Elite's to 20 MCC 7500 consoles, using three 8-port CCGWs, will have 3 ports for future use. Will use existing T1 data paths to get to zone controller and will be freeing up 1507 ARMER radio ids. Expect equipment to be arriving later this month and will keep one of their Gold Elite CEEBs for logging. MnDOT had no objection.

*On behalf of the OTC, Glaccum moves that the Ramsey Count Participation Plan Amendment be approved.*

*Risvold seconds.*

*Motion carries.*

- **Olmsted County Simulcast Channel Expansion** **ACTION ITEM**

Olmsted County simulcast channel expansion. They will be adding one channel to bring it up to a total of 12 channels later this year based on funding and prerequisite work for channel expansion.

*On behalf of the OTC, Glaccum moves that the Olmsted County Simulcast Channel Expansion be approved.*

*Droste seconds.*

*Motion carries.*

- **Dodge Console Upgrade Participation Plan Amendment** **ACTION ITEM**

Dodge County will be doing a console upgrade and will be switching from two Gold Elite Consoles to three MCC 7500s. They will be using two 4-port CCGW's immediately but will be returning 120 radio ID's. They expect to make the transition in mid-August of this year.

*On behalf of the OTC, Glaccum moves that the Dodge Console Upgrade Participation Plan Amendment be approved.*

*Ulle Seal seconds.*

*Motion carries.*

- **Clay County ARMER Participation Plan** **ACTION ITEM**

Clay County's Participation Plan makes them the 86<sup>th</sup> of 87 counties in the state moving on to ARMER. It will be used by 19 public safety and three different public service organizations. They are requesting a total of 716 system ID's, 703 for radios and the rest will be for their consoles. Requesting 63 talkgroups. They also requested a single statewide talkgroup but did not have the necessary forms in for that, so we will be addressing that next month. It is not part of this motion but is in overview of this plan. They will be making no tower additions to the state towers. They will add two channels to the Moorhead site, and there is concern about loading on Barnesville site but will monitor and address as necessary.

Clay County/Red River Regional Dispatch center is currently using a 12-position Gold Elite dispatch console and will replace that with a 13-position MCC 7500 console. Will be using

40 CCGW ports and do logging through local radios and control stations; their connectivity from their dispatch center will be through fiber and microwave to the Moorhead ARMER site. MnDOT saw no problems with the large number of CCGW ports. Will begin in 2016 and end in 2017.

*On behalf of the OTC, Glaccum moves that the Clay County ARMER Participation Plan be approved.*

*Thomas Humphrey seconds.*

*Motion carries.*

- **BIA Drug Enforcement Limited Interoperability Participation Plan** **ACTION ITEM**

Limited interoperability participation plan from the Bureau of Indian Affairs for their drug enforcement division, which is assigned to the Paul Bunyan task force. Requested four radios ID's, two for immediate use and two for three-year growth for interoperability. Requesting no talkgroups, using only for existing talkgroups and for use with other task force members. They will have the standard ARMER interoperability talkgroups in their radios.

*Glaccum adds that this had been approved at the OTC dependent upon a successful contract with MnDOT and recommends it for approval with that contingency on the executed agreement.*

*Risvold seconds.*

*Motion carries.*

- **BIA Forestry Interoperability Participation Plan** **ACTION ITEM**

BIA Forestry group wants ten radio ID's immediately and 30 more for three-year growth for total of 40 radio ID's. Requesting no talkgroups, using strictly for interop with neighbors. Will have the standard interop package and is contingent upon a successfully executed MnDOT contract

Glaccum moves the BIA Forestry plan with guidance that MnDOT look at putting the BIA under one contract and have the divisions under that.

*On behalf of the OTC, Glaccum moves the BIA Forestry Interoperability Participation Plan with guidance that MnDOT look at putting the BIA under one contract and have the divisions under that.*

*Droste seconds.*

*Motion carries.*

- **Standard 3.31.0 Status Board** **ACTION ITEM**

Standard 3.31.0 has a lot of wording changes, most of which are not major. One major item is that each user will have to have a unique email address for security concerns. The other is to aid in keeping StatusBoard functioning well and in getting information about bugs or enhancements to StatusBoard. Regional StatusBoard Administrators will be responsible for gaining a regional consensus on problems and feature request for StatusBoard.

Cathy Anderson says the individual email address should go into effect in the next couple of weeks. Anderson will send information out when MNIT is done with the change.

*On behalf of the OTC, Glaccum moves that Standard 3.31.0, StatusBoard, be approved.  
Risvold seconds.  
Motion carries.*

#### **Interoperability Committee Report (Thomson)**

No report – did not meet this month.

#### **Legislative & Government Affairs Committee (Workman)**

Workman reports the committee met with five people. Discussed attendance and the seven new members that will be joining the Committee, although they are not sure when the new members will be starting with the Committee. Updated the committee on the steps taken at the June SECB meeting with regard to the FirstNet letter asking if anyone is aware of special legislation and if so, to let this committee know.

Chair Dunaski says they will follow up on the membership piece. He says he has had some initial consultation regarding the letter with the governor's staff and they had some follow up questions that will be answered, plus the latest FirstNet response we want to get through today. Presume we will be moving quickly on that project, with in the next week or so.

Carol Salmon said she and Director Mines are working on letters to the agencies that have vacancies or inactive memberships and to the regions inviting them.

#### **Steering Committee (Hartog)**

Vice Chair Glaccum reports in Chair Hartog's absence. He says the Steering Committee discussed a survey they wanted to distribute to those who were interviewed on the FirstNet report to determine the legitimacy of concerns that were brought up. The survey has gone out, so we'll wait for the results. The Committee also discussed the Education and Outreach, subcommittee to be put under the steering committee and what that looks like.

Dunaski asked why they were sending the survey out and if there were significant comments related to those areas of concerns.

Glaccum says they did not see significant areas but wanted to be transparent and go back out, validate the concerns, and find out why the concerns were there.

#### **IPAWS Committee (Seal)**

No report.

#### **NG911 (Pankonie)**

No report.

## **Interoperable Data Committee (Risvoid)**

***ACTION ITEM***

One action item - - MN Draft Response to NPSBN. The document was distributed this week and discussed on the conference call.

Joe Ross from Televate, the primary facilitator of the comments, gives a presentation on the MN Comments. FirstNet has not given us a lot of time to provide comments to a 500-page document. In terms of the process, at the original meeting, we introduced the workgroup to the RFP. There are not specific requirements, and it does not look like a typical RFP. It looks like a number of appendices.

In identifying the various issues, there were about 30 issues they first presented. We moved forward with the top 12 or so, two were eliminated, but moved forward with 11 issues the workgroup decided to provide feedback to FirstNet about. Will talk about the high-level ones at this meeting.

The primary opportunity we saw was a lack of evaluation criteria, a lack of understanding of how FirstNet would evaluate bids from vendors. Our weight to what's important to the state of MN as well of some key requirements in each of those categories.

Other working groups in past year looking at coverage, devices, system requirements, applications, and we leveraged the existing work putting it all into this response.

One of the appendices included in the handout is a Launch Requirement draft. You have not formally approved it, but it has been approved by working group. Lots of work has gone into it the last year with workgroup members.

We want to continue to work with FirstNet to further develop the RFP to get additional views of what the RFP is going to look like further down the road, as well as to offer our collaboration to help them better understand our comments.

The comment section mainly introduces the appendices, which are the bulk of the comments.

Appendix one is the FirstNet comment form. FirstNet had asked that all comments be provided in this comment form. Inside the comment form, we leveraged all the other appendices.

There is the potential for another appendix - - a 600-line operational architecture document that FirstNet has asked for comments on. We will have discussion with the working group today.

The recommended evaluation criteria included FirstNet's 16 state minimum objectives and mapped them into eight major categories and when FN should score them and when. The categories were further divided into major categories and minor categories.

We surveyed the workgroup to determine the weight and importance of these categories. We asked them to rate the importance of any one particular item and took the average of that before assigning weights to each category. We also included minimum acceptable requirements and goals. Minimum goal is where adoption would occur, and if a vendor achieves the minimum, adoption will occur. The goal is to establish more adoption, more benefit, etc.

The list of requirements was not intended to be exhaustive. A lot of foundational requirements are from services we are already receiving today from some of the commercial carriers. They establish the baseline of what public safety is receiving regarding broadband services today.

We are suggesting that FirstNet provide more specificity, measurable requirements for public safety to say they know what they're going to get.

The number one category is coverage, which has twenty percent of the overall weight. FirstNet is the spectrum owner of Bandwidth 14,700 MHz spectrum, but they can solve our problems with other bands. We split the coverage requirements between the amount of Band 14 coverage, net coverage, roam, and deployable. Like today, carriers continue to build out their networks, we expect FirstNet to continue to build out their network.

We have been doing Band 14 coverage during coverage sessions and established critical service areas and extended service areas. Critical area is most important to a county, and extended service areas are important but underserved today by commercial service. Minimum acceptable of Band 14 coverage is to serve those areas. Let's focus on the build where it is needed the most.

Goal and objective was to provide all areas, critical, required, what commercial carriers provide today and extended service area and to deliver it faster.

Quality – looking at indoor coverage - - amount of throughput, looking at equivalency of commercial services now. Will establish more throughput and indoor coverage requirement.

We want however much capacity is needed in an emergency. If we can leverage some other spectrum in addition to the 20 MHz spectrum FirstNet has, that will be beneficial.

Minimum acceptable was defined by the strategic buildout, which is due to FirstNet in September.

On the net coverage, the minimum acceptable was as defined by the strategic buildout which is going to be all three of these areas – critical, required, and the extended service area. The goal and objective will be 95%, measured on a per county basis.

Cost was the next highest element, between cost of service and cost of devices. Minimum acceptable is to be competitive with the carriers, which includes roaming and modified as

needed to remain competitive. Carriers reduce prices on a periodic basis, and we expect FirstNet and its partners to establish comparable plans and a comparable amount of time.

Same with devices - - carriers have very competitively priced devices, and they subsidize and offer subsidized plans. We expect FirstNet to do the same.

On the goal side for cost, it was especially important to the northern counties to absorb international roaming fees. We encourage FirstNet to work with its Canadian counterpart that is building a public safety broadband network in the same band to establish an international roaming agreement that will be no charge. From the law enforcement perspective, we need to be able to turn that off, because once it goes out of the country, it violates CJIS. Have to be able to turn it on and off.

We thought to incentivize adoption - - FirstNet included some adoption criteria in its draft RFP. One way a vendor can incentivize adoption to hit certain targets is to offer discounts on service and devices, such as larger purchases for a reduced cost. If we have adoption issues in certain areas, FirstNet could also offer device discounts in order to stimulate adoption.

Service Availability – where we have coverage, how reliable is that coverage. Physical hardening means you make it public safety grade. Commercial grade is 99.9 percent, so the network is available to public safety 99.9 percent of the time. Public safety grade is generally defined as 99.99 percent, which amounts to four minutes of outage a year. That is the goal or objective, which was particularly important to the workgroup as we talk about migrating mission critical voice over to the FirstNet network.

Priority preemption is already mandated by law that public safety has priority on the network, but the workgroup discussed that it needs to be easy to manage and should be seamless and automatic. We want to encourage FirstNet to come up with these mechanisms that make it easier to manage and more automated.

On the goal side of priority and preemption, where areas have to roam to get service and they don't have Band14 coverage that has the mandate for priority preemption, the roaming partner offer priority on their network.

For service restoration, we're talking about best in class among commercial providers. What their level of service and the goal or objective is a much higher level of restoration in order to really hit the five 9's public safety grade availability.

The remaining categories are lower weights. Devices have two categories, one commercial and one specialized. The workgroup felt that FirstNet needs to focus on the commercial devices; specialized devices will be able to create their own economy and be more public safety customized. The workgroup thought FirstNet should focus this RFP on a commercial service equivalency. Vendors should be asked to do exactly what public safety is getting from the commercial vendors today. So the devices workgroup focused on defining what FirstNet can do to help facilitate and augment device availability. Key attribute is The

Apple IOS, which doesn't have a Band 14 device right now, so that will be a critical component for adoption in Minnesota.

Security was commercial grades. There was discussion about the concern that if FirstNet added too many Federal security requirements, it could degrade service or scare away vendors.

Marketing/customer care was important to this group and is not addressed in FirstNet's current RFP. Want the same detailed billing they get now and at least business hour customer support; on the high end, want 24/7, 365 days, live customer support.

Not every police officer, volunteer, firefighter gets assigned a smart phone, tablet, or MDC, and sometime they use their own. Want them to be on FirstNet to get priority preemption as well. FirstNet needs to make sure the vendor has infrastructure to sell and service all of those devices.

On the application side, key applications are those cellular carriers are providing today, like cellular calling and text. On specialized applications, new technologies are being worked out globally to do group communications and unit-to-unit communications, so hopefully we'll have a global standard relatively soon. Those are things that will be deeply integrated with the network, so we want vendors to build those, as well.

We also are looking at a minimum to interface push-to-talk capability over the network with ARMER so there can be interoperability between LTE users and ARMER.

On system performance integration, we are looking for them to offer commercial grade performance levels and keep pace with commercial carriers with regard to upgrading from 4g to 5g and have specific programs for public safety to reinvest a certain amount of money for coming up with public safety enhancements to the FirstNet network.

We also have proposal requirements in this document instructing FirstNet's bidder what needs to be included in their proposal, so it can be evaluated and can help state make the decision to opt in or out of the FirstNet plan.

Three of the statements of objectives from FirstNet were Sustainability, Time to Market, and Adoption. We integrated these into each of the eight categories that are appropriate. Sustainable coverage – can continue to afford the network and growth. Time to Market – accelerate certain coverage objectives, accelerate device capability, etc. Adoption - if you meet minimum requirements and goal, it's already there. If you hit the goal across the board, there's no impediment to adoption in the state.

Proposal requirement in combination with evaluation criteria provide valuable tool to accept the criteria. This work - the waiting, the minimum, goal objectives, and the approach will give them a great head start.

Concern over their two tiers, nationwide and regional tier. Regional is not a region within a state but a region that is several states and it's not clear how they would make this

decision. If they receive a nationwide proposal that includes the state of MN or if they receive a regional proposal that includes Minnesota, how are they going to make the decision of which one to go with? If we go with nationwide, there could be states that fall out of the process. What if the best bid excluded some of the states? We would want FirstNet to award it to a different company.

For example, Red Lake Tribe is interested in building its own cellular system so they may be interested in providing operations in band 14. If they don't want to partner with nationwide carrier, how will they participate?

There was a lack of measurable key performance indicators. What is the dropped call rate, etc., all these things need to be addressed.

We also talked about the sustainability of FirstNet itself, the service and growth. The vendor is required to pay minimum quarterly payment to FirstNet, but FirstNet did not say how much that is. It has to be sufficient for FN to continue its operation, to continue to manage, and to hold the vendor accountable.

In general, there were limited requirements. There was no avenue for public safety asset sharing, which we think is important in parts of the state that are not currently served by the commercial carriers.

This concludes the presentation on the document.

MNIT has approved the draft. The document was shared with the workgroup, and we received some comments. There are things we want to clean up to make more clear and things not in the current draft that were discussed during the calls, such as in-building systems and large venues, which need to be part of FirstNet's plan. The workgroup talked about how that should be done, and we want to integrate that in this final draft.

Chair Dunaski asks about extended discussions going back to coverage conversation and moving it to 95%.

The IDC approved the Draft RFP response and is looking to SECB to approve the action. The chair then asks for discussion and then Bruce Hegrenes and Beryl request that the Draft RFP response be amended to add this paragraph. Then discussion takes place and then a final vote is called.

Hegrenes speaks for the workgroup and says they did have concern about a not real definable goal about net coverage. If you refer to page 17, the net requirements for coverage including roaming, in there the 95 percent coverage of each county is an objective and goal. We thought that was going to be a requirement and based it on what the state of Minnesota has gone through. When ARMER was built out in more rural regions, the business plan was not to build out to 95 percent on a statewide basis, which would have left appreciable rural areas not covered.

He says the feeling is a definable requirement of the 95% county-by-county coverage requirement, it could be at the end of five years, maybe not easy to accomplish, but

definable goal, would press FirstNet to stretch to that. It wasn't until that was accomplished that Minnesota was able to build out the public safety system we have.

The workgroup proposes moving 95 percent per county from goals and objectives to minimum acceptable and modify the language regarding better than commercial coverage to be consistent with the net coverage of critical required and extended service areas. If the requirement is only to provide better than commercial coverage, one additional site would meet that requirement, and he doesn't think that would serve the public safety agencies that are in greater Minnesota.

Hegrenes reads from the workgroup's findings, "Included in the State of Minnesota's proposed evaluation criteria is a minimum acceptable requirement defining 95% of the area of each county to be served with broadband service. It is important to note that the expectation for 95% coverage was not taken lightly by the working group. In making the recommendation the State of Minnesota looked at its current statewide trunked P25 voice radio system for public safety, the Allied Radio Matrix Emergency Response (ARMER). The specification for ARMER is for 95% mobile coverage per county. ARMER exceeds this mobile coverage requirement and provides portable coverage in most areas. The State understands that it is a challenging requirement for broadband services, but it is nonetheless an important requirement. The State of Minnesota would like to emphasize to FirstNet the importance of meeting this objective, especially if FirstNet's service eventually becomes a replacement for Land Mobile Radio service. Most counties in the State already achieve 95% ARMER coverage and there is a plan to reach that goal for all counties. It is not the State's expectation that each county will be served to this degree with indoor service, or even portable service (although adequate portable coverage remains an important goal as well). This expectation is based on at minimum mobile coverage. The State encourages FirstNet to seek creative solutions to achieve this objective. For example, reliable satellite service directly to the vehicle, with pricing for devices and services built into commercially comparable fees, may be able to satisfy our needs. A new technology may also assist in providing more affordable service in these areas. And, importantly, this requirement is facilitated by the use of public safety assets. It is public safety, and not commercial vendors, that have the most assets in these areas. As a result, in requesting this level of service, it will be critical for FirstNet to include efforts to use public safety assets. The State is willing to work with FirstNet to achieve this objective.

We also propose adding some language explaining where Minnesota would be coming from as far as putting in the 95% goal on a county by county basis. Included in state of Minnesota's proposed evaluation criteria is a minimum acceptable requirement for 95% of the area of each county to be served with broadband service. This expectation was not taken lightly, and the state understands it's a challenging requirement, but it is an importance requirement. The State would like to emphasize to FN the importance of meeting this objective, especially if FirstNet service eventually becomes a replacement for LMR service."

Hegrenes says we understand that FirstNet is saying they may not be able to build out to 95 percent nationwide on a county-to-county basis, but we don't know what other assets can be brought in. There's no requirement to negotiate with states, governments, or local agencies to provide some coverage on their own. A definable requirement of 95% coverage is not out of line, and we request it be included in the draft document.

Dunaski thanks Hegrenes and says at face value, it sounds reasonable. He says we went through growing pains with ARMER and asks if discussion in the workgroup was that it sounds good but in reality it's not going to happen, so we're putting something on this document that is not based on reality since they already told us they won't achieve 95 percent coverage? Is Minnesota an outlier with that concept? What's happening with other states and what kind of coverage recommendations are they asking for?

Mines says she thinks there is some risk in putting that in there and setting the bar that high. The higher our expectation is on that buildout in rural areas, the costs could go up. She feels that if we add the additional paragraph that Bruce identified, we are opening the door for FirstNet to say if there are resources we can bring to the table, we'd like to do so to meet that coverage objective. She feels with the added language it gives FirstNet some options to meet that goal that make it more realistic.

Glaccum says this sentence about the 95 percent coverage alone is not talking about outdoor mobile coverage vs in-building coverage.

Ross clarifies that quality will address where we have service and what kind of service we're asking for in an area. This is just a net amount of area that is covered with mobile or portable to move this 95 percent over to the minimum acceptable.

Ross says public safety across the country wants coverage everywhere, because an incident can happen anywhere. The workgroup went back and forth on this issue. The key challenge is the cost associated with delivering that level of service and maintaining that level of service. We have these other requirements that say the cost can't be any higher than commercial coverage, but there's a reason why commercial carriers don't serve these areas. The risk is that Director Mines mentioned is that you could be scaring vendors away with that high a minimum acceptable requirement. The intent of the minimum acceptable requirement was about adoption, so if we don't achieve that level of service, are we not going to have adoption?

Dunaski says if you list this as the minimum requirement, and you've laid out that we're not going to accept this otherwise, if the cost can't go any higher than commercial grade, you've put people in a box that says this can't be achieved.

Ross says the thing to remember is these are just our recommendations to FirstNet, but they don't have to accept them. He doesn't think it would hurt the state, especially with the introductory paragraph that Hegrenes mentioned, to push FirstNet on this to expend some of its resources to try to find unique technology solutions. There is 150 million that went to

the public safety communications research group because the spectrum options did so well.

This would put the ball in their court to put a lot of that funding into trying to solve the problems of rural America,

Workman asks how much above and beyond this is what we have today. If it became a minimum requirement, how much higher is that than what we have today?

Ross says in the metro area, we probably have 95% of each county, but he doesn't know what the carriers say they have? All we have are maps from the carriers saying what they cover. In outstate some counties have as little as 60 percent coverage, so they would have to cover another 30-35 percent, which could be pretty significant.

Workman says isn't that the whole point of FirstNet to provide all this.

Ross says we'll eventually present this strategic buildout plan to you as well, but what we're saying in the strategic buildout, is focus your 7 billion dollars in the area they're needed most. I don't think 7 billion is enough to hit 95 percent per county across the country, because there are some pretty remote c counties out there. FirstNet could just apply this to the state of Minnesota, and maybe it's an extra 100-200 million to build and then whatever addition to maintain, and they couldn't not do it across the country.

Workman says that's not Minnesota's problem.

Ross says that's the philosophy of Mr. Hegrenes - - you don't get what you don't ask for. This would be an aggressive ask.

Workman says if 95 percent is not going to get in northern Minnesota or other parts of the state and you want to hold them to it, why don't you just call it statewide coverage?

Ross clarifies that the 95 per county meant every county in the state, and they can clarify that.

Mines says she thinks the only thing to keep in the mind if FirstNet doesn't offer us that level of coverage, we may need to negotiate and we may need to be willing to identify the priorities within the county. By no means does writing this mean it will happen. . We would like to press FirstNet to utilize as many of our assets as we possibly can.

Glaccum agrees that if we don't ask for it, we won't get it, as opposed to being minimum acceptable and feels it should be in the goal category. When we hanged from 95 percent statewide coverage to 95 percent of county, we added about 60-70 towers, so this isn't just a little bit more, it is substantial. I think they will look at it and say 95 percent of what.

Risvold says the other thing important to note, brought up as an amendment to when we met, on page 16 under net required coverage, it talks about, "as described in the state strategic buildout document." That document will described what our parameters are and

we can hold them accountable in that regard, as well.

Brandon Abley comments from the perspective of the workgroups and the requirements that they have published. In terms of coverage, the specific requirement from our coverage workgroup was that the network operator shall provide coverage generally better than the commercial cell carriers and that is a launch requirement. In terms of where that would fit in to FirstNet's RFP, it would correspond to Phase I or II.

Abley thinks having this more stringent metric is inconsistent with what we've represented with the project staff with stakeholders throughout the project. It's kind of a shift in direction and tone, and he expresses concern as a contractor, because it is inconsistent from what we have been seeing and what we have established as our baseline, at least during the initial window of the service.

Dunaski asks Abley to clarify what he's saying - - it shall be better than commercial?

Abley says when we're doing our coverage reviews, for example, we have generally said we're starting with commercial carrier coverage as a baseline and we're working from that, so the expectation we're communicating is it's for something that improves on your commercial service where you really need it improved, as opposed to a ubiquitous sort of coverage. From that perspective, it seems inconsistent. I understand it comes from stakeholders, with different members in different groups, but I wanted to bring that to the Board's attention.

Rohret asks about the 95 percent by-county coverage—is that on the initial build, or is that a launch requirement, or is it something that can that be phased in? Where in the phased buildout are they talking about it - day one or over a period of time?

Ross says he believes the intention was over a five year period. LTE doesn't have a footprint, so you're probably talking 200-300 extra towers throughout the state, so that's going to take a long time to build.

Mukhtar Thakur says he, representing MnDOT, will abstain from voting on this issue, but as a member of the public, he asks what the quality is and how you define the quality of the audio and video.

Ross says they haven't specifically established any benchmarks there but there are some specifics regarding support for HD Voice, which is a new cellular technology, but the public safety grade definition will have to be further defined. When we get to the quality of coverage, how much throughput, etc., that will define what the video and audio quality would be able to be. Maybe in the urban areas, we ask for more throughput. In terms of audio quality, it's all about whether we have consistent throughput in order to deliver voice content.

Thakur stresses the importance of good quality for audio, in particular.

Ross says we will address that in the strategic buildout but that right now, they're working on the coverage phasing.

Thakur asks about prioritization and mentions Ross said they want seamless prioritization that is extremely clear. What does that mean to most of us?

Ross says there is a use case in the FirstNet document that talks about dispatchers and incident commanders actively shutting off some users and prioritizing certain users at any one time. What we discussed was that it is not going to work, because incident commanders and dispatchers have way too many things they're responsible for. We encourage FirstNet to come up with mechanisms that make it seamless that could be added to an application that makes it a priority at any one given time.

We don't have an answer, but there are ways in an LTE network to be able to tie applications in to the network to help determine who should get priority at any one point in time. We suggest that FirstNet build a framework that makes it more automated and less manual.

Thakur says if there is a contractor who is a service provider—would they make the call upping the priority if there's an emergency taking place? Who decides to allocate capacity at that time?

Ross says we believe, and the comments say, that it is public safety and FirstNet collaborating that determines who gets priority. The law is clear that public safety gets priority over the consumers, so whoever wins the bid would be violating the law if they didn't put public safety traffic over consumer traffic.

The question is among public safety users, how do we want to prioritize if there's not enough capacity among public safety users, if there's too much demand that can't be satisfied with the demand from public safety users, how do we want to prioritize? FirstNet and requirements do not say we have to declare emergencies; public safety gets priority, period.

Thakur says that may need to be clarified.

***Risvold moves that we approve the State's response to FirstNet's RFP as approved by the IDC this week.***

Dunaski says what is on there is not what we've talked about. We've talked about moving the 95 percent coverage to the minimum acceptable and at the end adding the explanation paragraph Hegrenes read.

***Risvold says that is not part of what he just moved. He is moving what the IDC approved on behalf of the IDC.***

***Humphrey seconds.***

*Rodman Smith proposes a friendly amendment to the motion that the 95% coverage would be moved to minimum coverage and include the additional paragraph.*

*Risvold does not accept the amendment and stands by the original proposal. The amendment paragraph he would accept, the 95percent moving from goal and objective to minimum requirement he would not accept, so he cannot accept the entire amendment.*

*Dunaski tells Smith we can go through and accept the original motion and then take up a motion to amend the 95 percent. He says the friendly amendment is not accepted, and there is a motion and a second to approve the State's response to FirstNet's RFP as approved by the IDC.*

*No discussion.*

*Motion carries.*

*Rodman Smith moves an amendment to change the coverage designation from 95 percent per county coverage from the goals and objectives to minimal acceptable standard and to add the explanation paragraph.*

*Workman seconds.*

No discussion.

*Roll call vote taken. Nine yay, three nay, two abstentions; two people had left the meeting at the time of voting.*

*Motion carries.*

**Results of roll call vote:**

Chair Dunaski	abstain
Mukhtar Thakur	abstain
Rodman Smith	yay
Tim Boyer	had left the meeting at the time of voting
Thomas Humphry	nay
Bill Droste	yay
Pat Novacek	yay
Liz Workman	yay
Darlene Pankonie	yay
Mike Gamache	yay
Mike Risvold	nay
Cari Gerliche	nay
Ulie Seal	yay
T. John Cunningham	yay
Joe Glaccum	had left the meeting at the time of voting
Paul McIntyre	yay

**Finance Committee (Gerlicher)**

No report.

## Reports – Other

- *ARMER Project Status Report (MnDOT OEC)*

Thakur reports that there are two more towers for which they have obtained the right of way: Devils Fish and Cascade River. As of this morning, the Sudan tower was on our system, as well. We had a storm Friday night that took out a number of towers for a period of time.

- *ECN Update*

Adam Iten reports that undertaking major statewide mapping project to collect all county and city street data, ESN boundaries, and PSAP boundaries so that how 911 calls are routed to dispatch centers will be improved. Right now, unless landline or wireless phone, good chance VOIP devices call might be routed to wrong place the first time. Will get good address on the calls coming into 911 centers and have that address to pass along to our responders.

We are currently finalizing the PSAP Request for Information Summary Report, which highlights the responses that we received from each PSAP and GIS agency. The PSAP RFI Summary Report will be distributed to project stakeholders next week. The report will also be available on the ECN website.

The map data is going to go through strict scrutiny since we are using it for mission critical purposes. Map data will be used to route, verify and validate addresses, or if lat/long, we'll get precise address. want to get to floor and room level. Also want to provide good emergency response info for every call coming in. today, if landline, we know which fire, law, medical. Today, if it's a wireless or VOIP call, the dispatcher must verify the location and who should respond with the caller. If the caller can't speak, we don't know for sure where to send someone.

We put out a request to dispatch centers to find out what kind of mapping software they have, everything from what they are using to plot the call to AVL. We want to understand where they're using this map data, because if we have good map data and can identify the location, we can drill down through each of those boundaries and figure out who should be sent to the call. Eventually we'll have high quality, seamless, accurate street center lines for the whole state that will be sourced by our locals, who hear about address changes on a daily basis.

We heard from almost all 105 PSAPs and are putting that summary report together. It should be available next week and will go out to stakeholders.

We are also collecting PSAP and Emergency Service boundary data across the state from every County and PSAP in Minnesota on behalf of the FirstNet project. The data is being inventoried and aggregated into a single "Public Safety Entities" map layer that will be used

by FirstNet to display and query their User Population data. This will improve how calls are routed to the PSAP's and should help get a good address for responders.

We will start heavily piloting in the Metro region and the northeast to try and get our routine and processes of collecting data. Need to refine the process. . In the metro, they are doing data prep work already. We want to take what they're doing, document it and do it in house and roll it out throughout the rest of the state. We chose these the metro and ne because of unique scenarios.

We are beginning standard buildout for setting a benchmark for what qualifications are needed for this data to be greenlighted to use for NG mission critical purposes. Within the next month, we should have a high-level standards document to share with dispatch centers and GIS managers to assess what they need to do internally to get to that level.

The project is starting to take shape and is getting exciting. Looking forward to what this project will produce – not only solves routing, emergency response, and validation of locations, but will be useful for many other purposes, too. We have a long way to go, and even though it is a three-year project, we have to have a repeatable process in place so we can keep collecting the information. .

Cathy Anderson introduces Jim Stromberg as the new ARMER Program Manager and SWIC at ECN. Stromberg comes from a law enforcement background. He started in the Rochester police department in 1987 and moved to the Minnetonka PD in 1989, where he spent the rest of his career.

**Old Business**

None.

**New Business**

None.

**Other Business/Discussion**

None.

**Meeting Adjourns at 2:12 p.m.**

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# STATEWIDE EMERGENCY COMMUNICATIONS BOARD

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## MEETING MINUTES

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September 24, 2015

### Attendance

#### Members:

PRESENT	MEMBER/ALTERNATE REPRESENTING
X	Mark Dunaski (Chair)/Jackie Mines DPS
X	Mukhtar Thakur/Tim Lee/Jim Mohn MnDOT
X	vacant/vacant/Tom Baden MNIT
	Rodmen Smith/Dan Kuntz DNR
X	Rochelle Schrofer/Tim Boyer MN State Patrol
X	Vince Pellegrin/Thomas Humphrey METC
X	Bill Droste/ Vacant League of MN Cities, Metro
	Eric Anderson/Pat Novacek League of MN Cities, Greater MN
X	Liz Workman/vacant Assoc. of MN Counties, Metro
X	Jim McMahon/vacant Assoc. of MN Counties, Greater MN
X	Chris Caulk/Darlene Pankonie MSA, Metro
X	Dan Hartog/Scott Turner MSA, Greater MN
	/Jeff Marquart
X	Mike Gamache/Ted Bearth MESB
X	Mike Risvold/vacant MN Chiefs of Police Assoc., Metro
X	Cari Gerlicher/Dave Thomson MN Chiefs of Police Assoc., Greater MN
X	Ulie Seal/Vacant MN Fire Chiefs Assoc., Metro
X	T. John Cunningham MN Fire Chiefs Assoc., Greater MN
X	Joe Glaccum/vacant MN Ambulance Assoc., Metro
X	Brad Hanson/Paul McIntyre MN Ambulance Assoc., Greater MN
X	vacant/Jeff Jelinski NE MN Emergency Communications Board/Central MN Emergency Services Board

#### Also in attendance:

Cathy Anderson DPS-ECN  
Carol-Linnea Salmon, DPS-ECN  
Adam Iten, DPS-ECN  
Mark Navolio, Televate  
Joe Ross, Televate  
Jeanette Kennedy, FirstNet  
Jamel Vinson, FirstNet  
Richard Reed, FirstNet  
Tim Pierce, FirstNet  
Victor Wanchena, MnDOC

Joe Reichstadt, Metropolitan Council  
Dean Daninger, Ancom  
Ernie Roettger, Hennepin County EMS  
Mary Borst, Mayo Clinic  
Dereck Laydl, Northland Business  
Julie Anderson, DPS-ECN  
Peter Gamache, Anoka County Emergency Management  
Dave Eischens, Motorola  
Mike Fink, Motorola  
Jake Thompson, Anoka County  
Rod Olson, City of Minneapolis  
John Hyde, City of Duluth

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### CALL TO ORDER

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Chair Dunaski calls the meeting to order at 12:30 p.m.

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### APPROVAL OF AGENDA

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Risvold asks to amend the agenda to move the items from the Interoperable Data Committee to the beginning of the agenda and to remove the reports from ECN and MnDot from this meeting in the interest of time.

*Thomas Humphrey moves to approve the agenda as amended.*

*Cari Gerlicher seconds the motion.*

*Motion carries to approve the agenda.*

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### APPROVAL OF PREVIOUS MEETING MINUTES

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*Bill Droste moves to approve the meeting's minutes.*

*Gerlicher seconds the motion.*

*Motion carries to approve the minutes.*

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### ANNOUNCEMENTS

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Chair Dunaski announces the completion of COMT certification for John Hyde and a COML certification for Adam Kruger.

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### REPORTS OF STANDING COMMITTEES

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#### **Interoperable Data Committee (Risvold)**

Chair Risvold states that Director Mines and representatives from Televate will give a presentation on the work done by the committee to prepare the Minnesota Response FirstNet Data Collection.

Director Mines recognizes the twenty people who have worked on the workgroups almost every

week to help collect information and provide feedback. We appreciate that people have put so much time and effort into this.

She thanks the FirstNet participants at the meeting: Richard Reed, Director of State Plans and Jeanette Kennedy and Jamel Vinson from the Governance Affairs team.

She thanks Televate and the team for all of their work: Rick Burk, Joe Ross, Mark Navolio, Brandon Abley who have been on the project from the beginning and also Elizabeth Herring, Doug Greenwood, Adam Jefferson and Ian Ross who have contributed behind the scenes to pull this information together.

She also thanks MnIT and its GIS department and Adam Iten for contributing time and effort to geocode emergency service zones and produce maps for FirstNet.

Mark Navolio says the report represents an aggregation of information from thousands of hours of stakeholder entity outreach. The vast majority of participants were excited to share their information and requirements. He thanks the workgroup and all of those who contributed. He presents a power point presentation, as submitted in the meeting materials, which reviews the data collection process and the creation of the Minnesota Needs Assessment report.

Rich Reed says FirstNet is looking forward to the broader data submissions to really understand what we have and where the gaps are. We have not released the RFP yet. From what he sees here it looks like Minnesota has an outstanding submission

Navolio presents an updated version of the Launch Requirements document previously submitted to the board. He reports that the workgroup added the system and security requirements which have been reviewed and vetted by the IDC workgroup and committee. He says we are also submitting the Phase 2 data that has been requested by FirstNet and are providing shape files for each of the county coverage reviews. This information will give an idea of the number of incidents and the number of units that have been sent to a particular incident.

Director Mines says there will be a copy on the Wireless Broadband webpage on the ECN website and a copy of these documents under the SECB meeting materials page of the website.

**On behalf of Interoperable Data Committee, Chair Risvold moves to approve the MN Response FirstNet Data Collection, the Build-Out Strategy, Data Elements Summary and the Minnesota Launch Requirements report.**

**Humphrey seconds.**

**Motion carries.**

Chair Dunaski invites the guests from FirstNet to make comments or invite questions.

Jeanette Kennedy thanks Chair Dunaski and the board for the invitation to be at the meeting. She says Minnesota has done a lot of work and it's encouraging to see. She introduces Richard Reed.

Rich Reed thanks the committee and board for the thoughtful consideration that was provided to this process. He says he knows it is hard work to find this data and analyze it and have the difficult discussions. Minnesota resisted the urge to just circle the state and worked hard to mine the data.

He says that was the goal FirstNet had in mind with this project and he appreciates the level of effort put in. His team is in the process of analyzing the data from around the country in order to develop a nationwide picture to deliver to the bidder community so they can properly cost what it takes to build a network. It's a daunting challenge. Minnesota was the second consultation and he thinks there has been a good partnership. He recognizes the amount of work that has been done by the Minnesota team and appreciates the work done. He asks for questions.

Liz Workman asks how much federal funding there will be toward this.

Reed responds that FirstNet is not a grant program. The governor has the option to opt-in, in which case FirstNet would be responsible for building, deploying, maintaining and operating the network in every state and territory. The state can consider the second option to opt out and take on the responsibility of deploying the radio access network and the responsibility of developing, planning, building and maintaining the radio access network portion. You would have the opportunity to apply to a grant program through NTIA to help out with that. The amount of grant funds available through NTIA is unknown right now. In the opt-in option, FirstNet would be responsible for the cost of deploying the network and the state would only be responsible for adopting the network and local agencies would pay user fees just like with any commercial service.

Mines asks how FirstNet intends to use the data that the states provide for the RFP?

Reed responds that it is still being worked out—they are building the plane while it is in the air. The team at the office is thinking through how they are going to manage this data. It will depend on the quality and quantity of data received. Minnesota is very advanced in documenting its desires. There may be states that are not like that. It will be a combination of validation and acceptance of data in some states. Going out and talking to some states in areas where there may be gaps or other circumstances. In some areas, such as federal agencies, where we've asked for data we may not receive it. We may have to develop assumptions and opinions that we would use to aggregate that data. Our intention, while remaining flexible, is to put together a bidders' library and the bidders would use it how they deem appropriate to formulate their bids and responses to FirstNet.

Mike Risvold asks about the timeline.

Reed says he is not trying to be cagey on any of his answers but there are a lot of things that FirstNet doesn't know. His preference is to be direct. FirstNet has made a commitment to get an acquisition out as soon as possible. They have aggressive internal timelines of December 2015 for an RFP release. There is a lot of pressure from leadership and the board to be as aggressive as possible. There are a lot of steps between now and implementation. He says if we have a successful bidder come on board and bring some measure of coverage with them that we could leverage while we are building out band-14, that would be the most important factor from a FirstNet perspective and a state's perspective. That would allow us to start doing a lot of different things. One—bringing customers on to FirstNet and building that relationship from a business development standpoint. Two –it would allow us to look at the market and have that market start building band-14 capable devices. You could start identifying the types of devices and the number of devices needed to satisfy the market. Assuming that a bidder responds this way, he thinks we could turn on a FirstNet service using a bidder's existing infrastructure fairly quickly. Obviously the graduated build-out of a nationwide broadband network is going to take some time. A lot will depend upon the partnership,

the number of partners, and on the synergy that a partner bids. He doesn't have a good idea on the band-14 timeline because we just don't know what it looks like. We have to get through the acquisition, identify a partner, and figure out the strategy to deploy the service. This (data collection) information is the keystone to developing that strategy. It is going to be a while before we have band-14 deployed nationwide. He wants to be very conscientious with his answers. Minnesota is a very different place than, for example, American Samoa. He has to be consistent with his answer. FirstNet is responsible for deploying the network in all 56 states and territories. Their approach has to be conscientious around those very difficult to reach areas as well.

Dunaski says Jeannette Kennedy from FirstNet and he had a nice and candid conversation. He remembers the first consultation, when FirstNet first came around, and we heard "we don't know, there are a lot of moving parts." And we just heard that again. He says he loved the analogy of building the plane while it is in the air. Yet the challenge for some of us is, with all due respect for the federal government, is that sometimes the federal government has trouble doing things when they know what they are doing, let alone trying to accomplish something that they don't have the answers for. So when somebody like Sheriff Hartog goes back to a very rural county and talks about FirstNet and what it's going to do and they ask those questions—how much is it going to cost and when will it come and he tells them they don't know. What do you tell groups like ours—what do we tell our constituents?

Reed responds that he goes around the nation and has to answer that question everywhere he goes. What he says is that the certainty of a commercial carrier—where you are looking at a website and you are looking at a cost structure—they have been building their network for decades. That certainty comes from the time and the amount of business they have generated over decades. This is a scenario where we are responsible for going out and talking to you in the planning phase. It would have been a lot easier to build the network and then come to you with the service offering and you would buy it or not. But our responsibility is to ask you what you want, try to accommodate as much as we can, put that into the planning, get the cost and go build it to your desires. We are in the very early planning stages of a nationwide network build and we are doing what the law told us to do which is to get your opinion about what your goals are for the network and then we will go out and have the bidder community tell us what it costs to build it.

Navolio asks if there's anything missing in today's submission of coverage assessment data. Anything you would like to see filled in?

Reed asks what percentage of land mass you are recommending in your coverage assessment that we did not have in our coverage assessment. What is the delta? That is what I didn't see in the documentation. It all seems reasonable. He applauds the fact that Minnesota did due diligence and looked at incident, population and traffic data to say this is where we expect to leverage FirstNet most, earliest. That is exactly what we were looking for. It is good to let bidders know what your priorities are from a phasing standpoint. Any successful bidder may have synergies that they want to use to lower costs. He thinks it's good to put this on the table and tell bidders what our goals are. He is theorizing that a successful bidder would want synergies. Our goals for deployment and the phasing approach may not be achievable because it may break some of the synergies that make that bidder successful. But he thinks it is good to put them out so they know what the goals are and so they try their best to reach them.

Mines asks Reed to elaborate more on the state plan process. Does he envision some negotiation back and forth?

Reed says he recognizes that the state will want some measure of influence over what is offered. He wouldn't say a negotiation as much as a dialogue about priorities. His goal for the state planning process is to come in and explain why we are where we are and areas that the state would be able to influence if there are any. The reality is that we won't have any of that information until we understand the bids. We are funds limited. We know exactly what funds we have so the amount of variance in a potential bid depends upon two components – the synergies that any bidders bring to the table and the spectrum valuation. How much cash we need and how much flexibility that allows a successful bidder is yet to be seen. He would love to offer some flexibility and his job as user advocacy is to give a successful state plan process that allows some flexibility. He can't promise it because he doesn't know what resources there will be.

Joe Glaccum says assuming you have a successful partnership with a major carrier who has towers built out-- do you see it having any prioritization for public safety use before band-14 is built out?

Reed does not know but his gut tells him no. He says that would be an outstanding outcome of a successful bidder. They would love for a successful bidder to say there is a measure of priority on their network for public safety. That would be a strategy that a successful bidder would have to put forth.

Bill Droste asks if at a federal level there are incentives for states to act quickly, regarding funding or otherwise, or could there be advantages to delay?

Reed responds that the cost of delay is significant, both in risk as well as value to public safety. If deployment and adoption are slow--a delay from a spectrum valuation standpoint, revenue to the network from user adoption, all the things that you need to have a sustaining network standpoint—any delay is risky. He doesn't see anything other than risk in delay from a public safety standpoint, a FirstNet standpoint and any partner standpoint. Once we have an award and can start implementing, doing that as quickly as possible is critical.

Mines asks the board what does the team need to do better as we continue on this process to get more feedback? Fire and EMS are not as engaged in the current process.

Glaccum says he will bring it to the association to try to get participation at the meetings.

Ulise Seal asks if he can ask who did participate. Mines will let him know. Mines says there is a lot of volunteer fire in Minnesota so she knows that contributes to lack of volunteer participation.

Seal responds especially for those who can't afford the system to put in their vehicles.

Joe Ross says they might have a lot to gain. FirstNet is offering push to talk services, better coverage in rural areas. It should be comparable to the commercial carriers. We put in the draft RFP to make sure that FirstNet understands that we need mechanisms to get to those volunteers. There need to be distribution channels, customer service, etc.

Reed says FirstNet recognizes that the volunteer community will need some type of individual sales

mechanism so they can leverage band-14 for their personal device that they use as their response device.

Reed asks Mines if he could hand her a state plan today, what is the timeframe and process.

Mines says it is a couple month process to go through our governance structure. If we need to ask for money or approval from the legislature, that is a couple year process.

Dunaski says getting the SECB approval and moving through the governor's office is fairly quick because the governor's office has been briefed and is looking for this board's opinion.

Reed says his question was really about the SECB process and making the recommendation. When FirstNet comes to socialize the draft and have the dialogue about what's in the plan—who do we need to socialize it with and how long do you envision that taking?

Mines says we would need to bring it to the regions and we can do that in a month or two. Then it needs to go through the process of the committees –that can take a month in addition to that.

Dunaski says if we have the opportunity to know a couple of months in advance that the plan is coming we can set up the meetings ahead of time and that will help fast-track the process.

Reed says that is reasonable and FirstNet should be able to provide that.

Mines says one of the biggest concerns we have is the tribal perspective and the governor's ability to speak on the tribes' behalf.

Reed responds that FirstNet understands the situation and is going to work to help mitigate that. They have hired some new people to help with tribal involvement.

Mines says we think what would help would be to engage the tribes at their locations and have a meeting with FirstNet, DPS/SECB and the tribal nations. We think that this needs to happen sooner rather than later. They are looking for some feedback directly from FirstNet that we can't answer for them.

Chair Dunaski calls for further questions for FirstNet. There are no further questions.

Jeannette Kennedy introduces Jamel Vinson from FirstNet. He is region five's representative from FirstNet's Government Affairs division.

Vinson says that FirstNet recognizes that each state is unique and we appreciate the differences and we are glad that you were able to provide us with this information.

Reed adds that though FirstNet engaged in an initial consultation it doesn't mean consultation is over. We are going to continue to have a dialogue and future engagements. Dave's (Buchanan) team is putting together a strategy for 2016 for how we are going to continue a dialogue with Minnesota. Reed's team is going to do the analysis of the data and we will have engagement around that at some point in the future. We have a SPOC meeting in October and hope to see Minnesota's engagement in that.

Dunaski thanks the team for taking the time to come and meet with the SECB and answer questions.

### **Operations and Technical Committee Report (Glaccum)**

In the interest of time, Chair Glaccum introduces and presents for approval four items at once. The Minnetonka Technical Plan Amendment, the Anoka County Dispatch Console Upgrade, the Edina Console Upgrade and the White Bear Lake Console Upgrade, all as submitted in the meeting materials.

**Chair Glaccum, on behalf of the Operations and Technical Committee moves to approve the Minnetonka Technical Plan Amendment, the Anoka County Dispatch Console Upgrade, the Edina Console Upgrade and the White Bear Lake Console Upgrade.**

**Seal seconds.**

**Motion carries.**

Chair Glaccum introduces new radios, APX 1500/APX 3000/EFJ VM600, which were tested and are recommended for approval for use on the ARMER system, as presented in the meeting materials.

**On behalf of the OTC, Chair Glaccum moves to approve these radios for use on the ARMER system.**

**Risvold seconds.**

**Motion carries.**

Chair Glaccum introduces changes to Standard 3.40.0—CASM/TCIP, as presented in the meeting materials. The only change to the standard is moving the date that the information is due from December to March.

**On behalf of the OTC, Chair Glaccum moves to approve the changes to Standard 3.40.0.**

**McMahon seconds.**

**Motion carries.**

### **Interoperability Committee Report (Thomson)**

Chair Thomson reports that the Interoperability Committee did not meet last month due to lack of agenda items.

### **Legislative & Government Affairs Committee (Workman)**

Chair Workman reports that the Legislative and Government Affairs Committee did not meet in August or September. The committee will be working on setting its legislative agenda and she asks if board members know of relevant items that came up at last year's session or if they know of things coming up to please let her know.

Chair Dunaski suggests that the Legislative Committee and the Steering Committee's new Education and Outreach Subcommittee work on a strategy to identify and educate key legislators.

### **Steering Committee (Hartog)**

Chair Hartog introduces the SECB Informational Questionnaire Responses, as presented in the meeting materials, and gives a brief review of the survey and responses received.

Mines adds that the Steering Committee has formed an Education and Outreach Subcommittee. The subcommittee will work on creating consistent communication materials and messages from the board, as well as other projects.

### **IPAWS Committee (Seal)**

Chair Seal reports that the IPAWS Committee and some of its partners, specifically ECHO and the broadcasters, participated in a large scale exercise in Rochester and were able to disseminate information through the IPAWS bridge in several languages. He believes we are the first state in the nation to do so. The FCC and FEMA have taken special notice of these efforts. Seal would like to acknowledge that credit be given to the private partners and the work they have done to push this forward. He thanks Julie Anderson from DPS and Lillian McDonald from tpt/ECHO. Chair Seal appeared on the tpt program Almanac to talk about the exercise.

Chair Dunaski says he was at the Association of Emergency Managers and talked about IPAWS especially. He tells Chair Seal that because of Seal's work and that of the committee, a significant amount of the state is on board with the integrated public alert system and now we can make a push to get the entire state on board. He suggests that the committee give a presentation at an upcoming board meeting.

### **NG911 (Pankonie)**

Chair Pankonie introduces Adam Iten to present the GIS PSAP Request for Information (RFI) Summary Report, as submitted in the meeting materials. Iten reports that each of the regions and their PSAPS were given the questionnaire to fill out with mapping data, etc. The response was excellent with 95 of 105 PSAPS responding. The report submitted today is a summary of the responses received. One of the things discovered was that PSAPS are using different software. We have good data but it can't be distributed yet because of the different software. There are work groups nationally who are very interested in our report. We are working to piece together all the local data into one report to use for NextGen purposes. Iten says he is appreciative of the PSAPS for their engagement and response with this data which is critical to the GIS project.

**On behalf of the NG911 Committee, Chair Pankonie moves to approve the GIS PSAP Request for Information (RFI) Summary Report.**

**Hartog seconds.**

**Motion carries.**

### **Finance Committee (Gerlicher)**

Chair Gerlicher introduces the Norman County Participation Plan Grant Request, as presented in the meeting materials.

**On behalf of the Finance Committee, Chair Gerlicher moves that the Norman County Participation Plan Grant be approved.**

**Droste seconds.**

**Motion Carries.**

Chair Gerlicher introduces the ARMER Integration Grant Requests for Mahnomen and Beltrami Counties, as presented in the meeting materials.

**On behalf of the Finance Committee, Chair Gerlicher moves that the ARMER Integration Grant Requests be approved.**

**Risvold seconds.**

**Motion carries.**

Chair Gerlicher introduces a new Motorola 7.19 proposal for discussion. She reports that Motorola made a second proposal called SUA2 Plus which gives all agencies an additional 20% discount on software as well as a 20% discount on 7.19 hardware and installation of equipment necessary for the 7.19 upgrade if MNDOT will enter into a five year contract on behalf of all agencies. The state would enter into the contract with Motorola and then would charge back the agencies. Gerlicher sent out a letter to all of the entities involved laying out what the cost would be with and without the 20% discount and the amount to be paid each year over five years. Each agency affected by 7.19 is asked to review with their board and respond back in writing by November 15<sup>th</sup> if they are willing to enter into this agreement with MNDOT. Three agencies have responded back so far.

Dunaski asks if everyone is aware of the proposal. It is a pretty significant change in how we do business with Motorola and it is time sensitive. We have to make the decision by the end of December. If you are not aware of what this proposal is, please contact Chair Gerlicher or Director Mines because this represents a lot of money and we want the board to make an informed decision.

Seal points out that the materials in the meeting packet said the deadline is December 11. Mike Fink from Motorola says they can be a bit flexible. Mines says we would like to have the board vote in November.

Mines reports on the wireless broadband LTE pilot with Elk River, Great River Energy and NewCore Wireless. In August a tabletop exercise was conducted which highlighted the use of data applications today in an event and participants were asked to consider how their jobs would be different in the future if wireless broadband was always available through FirstNet. Comments were made that it was one of the best tabletop exercises provided.

Mines announces that the October SECB meeting will be held in Elk River along with an industry day where we will present our initial findings from this pilot. The vendors who have been providing the devices will be there as well so you can talk to them. We will have a presentation by all of the parties who have been engaged in the pilot. We hope for a lot of in person participation at that meeting.

### **Old Business**

None.

### **New Business**

None.

### **Other Business/Discussion**

None.

### **Meeting Adjourns at 2:05.**

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# STATEWIDE EMERGENCY COMMUNICATIONS BOARD

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## MEETING MINUTES

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October 22, 2015  
Elk River, MN

### Attendance

#### Members:

PRESENT	MEMBER/ALTERNATE	REPRESENTING
X	Mark Dunaski (Chair)/Jackie Mines	DPS
X	Mukhtar Thakur/Tim Lee/Jim Mohn	MnDOT
X	vacant/vacant/Tom Baden	MNIT
	Rodmen Smith/Dan Kuntz	DNR
X	Rochelle Schrofer/Tim Boyer	MN State Patrol
X	Vince Pellegrin/Thomas Humphrey	METC
X	Bill Droste/ Vacant	League of MN Cities, Metro
	Eric Anderson/Pat Novacek	League of MN Cities, Greater MN
X	Liz Workman/vacant	Assoc. of MN Counties, Metro
X	Jim McMahon/vacant	Assoc. of MN Counties, Greater MN
X	Chris Caulk/Darlene Pankonie	MSA, Metro
X	Dan Hartog/Scott Turner	MSA, Greater MN
	/Jeff Marquart	
X	Mike Gamache/Ted Bearth	MESB
X	Mike Risvold/vacant	MN Chiefs of Police Assoc., Metro
X	Cari Gerlicher/Dave Thomson	MN Chiefs of Police Assoc., Greater MN
X	Ulie Seal/Vacant	MN Fire Chiefs Assoc., Metro
X	T. John Cunningham	MN Fire Chiefs Assoc., Greater MN
X	Joe Glaccum/vacant	MN Ambulance Assoc., Metro
X	Brad Hanson/Paul McIntyre	MN Ambulance Assoc., Greater MN
X	vacant/Jeff Jelinski	NE MN Emergency Communications Board/Central MN Emergency Services Board

Also in attendance:  
See attached list.

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### CALL TO ORDER

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Chair Dunaski calls the meeting to order 11:35 a.m.

## APPROVAL OF AGENDA

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*Dan Hartog moves to approve the agenda.*

*Chris Caulk seconds the motion.*

*Motion carries to approve the agenda.*

## APPROVAL OF PREVIOUS MEETING MINUTES

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*Liz Workman moves to approve the meeting's minutes.*

*Jim McMahon seconds the motion.*

*Motion carries to approve the minutes.*

## ANNOUNCEMENTS

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Chair Dunaski announces the completion of COML certification for Scott Huppert, Hennepin County.

## REPORTS - OTHER

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- ***ARMER Project Status Report (MnDOT OEC)***

Mukhtar Thakur reports that the Beaver Bay site went on the air last month. There are a total of 318 sites completed on the air. Of the 318, two are on temporary sites. Construction and/or installation at new tower sites are being worked on for Finland and Duluth South. There are three towers sites where there is difficulty obtaining right of way. Most are in the northern part of the state and the difficulty is with environmental issues.

97% of the ARMER backbone is on the air. Thakur says the SECB should be proud of the system we have. There are other states with regional interoperability but we are the only state with a considerable interoperable statewide system. The governance model that Minnesota has is a very significant plus point for us. It has taken work to get to this point and kudos to us.

He adds that there are a number of towers that are on the air for ARMER that are old towers constructed in the 1950's. These towers did not pass structural when we added the new ARMER equipment but the level of structural deficiency was not a risk that required immediate replacement. We have held off on replacement of these towers to see where we were in the ARMER budget to build what we had planned. We are holding off until we are a little further along with ARMER. Towers not replaced under the ARMER project will be scheduled for replacement as the ARMER maintenance budget allows, estimated at 1 to 2 per year until completed.

## REPORTS OF STANDING COMMITTEES

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### **Operations and Technical Committee Report (Glaccum)**

Chair Glaccum introduces the Otter Tail County Participation Plan Amendment as provided in the meeting materials.

**Chair Glaccum, on behalf of the Operations and Technical Committee, moves to approve the Otter Tail County Participation Plan Amendment.**

**Rodman Smith seconds.**

**Motion carries.**

Chair Glaccum introduces the Douglas County Participation Plan Amendment as provided in the meeting materials.

**Chair Glaccum, on behalf of the Operations and Technical Committee, moves to approve the Douglas County Participation Plan Amendment.**

**McMahon seconds.**

**Motion carries.**

Chair Glaccum introduces a request from HCMC as presented in the meeting materials. HCMC would like to add two console positions and one CCGW. It has not yet received regional approval and is being presented for approval contingent upon regional approval.

**Chair Glaccum, on behalf of the Operations and Technical Committee moves to approve the HCMC request contingent upon regional approval.**

**Mike Gamache seconds.**

**Motion carries.**

Chair Glaccum introduces the Technosonic TDFM 9000 Series Radio testing report, as included in the meeting materials. These are radios used on aircraft.

**On behalf of the OTC, Chair Glaccum moves to approve the Technosonic TDFM 9000 Series Radio for use on the ARMER system.**

**Caulk seconds.**

**Motion carries.**

#### **Interoperability Committee Report (Thomson)**

Tim Boyer, Vice Chair, reports that the committee did not meet in October and there is no report.

#### **Legislative & Government Affairs Committee (Workman)**

Chair Workman reports that the committee met on November 1 with a quorum. The committee is building a legislative agenda. Items on the legislative agenda right now are:

- 1) Support strong legislative support to keep 911 fees for use by public safety;
- 2) Track legislative change in date sales tax exemption would apply for joint powers boards (and get clarity on who has the exception and who doesn't);
- 3) Support the broadband border-to-border initiative;
- 4) Watch for a bill from Representative Nash changing how MNIT does business with other government agencies. The bill was killed but could be resurrected.

Chair Dunaski adds it might be beneficial to have Tom Baden come to an SECB meeting and talk about the upcoming changes.

#### **Steering Committee (Hartog)**

Chair Hartog reports that the committee met on October 14 and discussed the newly formed Education and Outreach subcommittee. There are new members for the subcommittee and the group is working on SECB branding.

#### **IPAWS Committee (Seal)**

No report.

#### **NG911 (Pankonie)**

Chair Pankonie reports that the committee met and discussed security for 911 calls and other items.

#### **Finance Committee (Myers)**

Vice Chair Micah Myers reports that letters are due from agencies regarding the 7.19 upgrade. The letters are due by the end of November. Only five letters have been received and the committee is waiting on ten more.

#### **Interoperable Data Committee (Risvold)**

Chair Risvold introduces the FirstNet Operational Architectural Response, as presented in the meeting materials. He reports that the IDC met by teleconference without a quorum, the document as presented posed no issues to the members on the call and received general support. He defers to Director Mines as to process. Mines reports that this is part of the packet for the Phase II data collection for FirstNet. It is important that we submit all of the information we are collecting so what we would like to propose is that the board would approve it today, on the condition that it be approved by the IDC next month, so it could be sent to FirstNet without further delay.

Chair Dunaski asks if the IDC will meet prior to sending the document to FirstNet.

Mines responds that the document was reviewed by the IDC and members of the IDC have participated in creating this document over the last months. There have been about six meetings with workgroups. All of the documentation here is representative of that workgroup input so there has been a lot of input from the community of stakeholders.

Chair Risvold asks if it would be possible to call a special meeting by teleconference prior to sending the document.

Mines says we could do that.

Chair Dunaski says he prefers that arrangement.

**Chair Risvold, on behalf of the IDC, moves that the board approve the Operational Architectural Response contingent upon the IDC approving it prior to submitting it to FirstNet.  
Second Bill Droste.**

## **Motion carries.**

Chair Risvold introduces the FirstNet Public Notice CyberSecurity, as presented in the meeting materials. Director Mines will lead the discussion on this item.

Director Mines reports that this document is our comments on cyber security. FirstNet gave one week to submit these items. We pulled together members of the workgroup and have gotten feedback from all of the members of the workgroup and incorporated it into this document and there was some very good discussion and thanks to people like Dave Deal and Rod Olson we have gotten quite a bit of input about what it's like for the individual agencies to deal with cyber security and that was very helpful. This document reflects support for the minimum requirements, priorities, expectations and goals that FirstNet has put forward but we also added additional requirements that we think ought to be included in the CyberSecurity document. This will be used in the release of the RFP and would lay out all of the requirements that we feel are necessary in that RFP for a valid response. We also shared this with the IDC this week and got additional feedback. We did not have time to hold this and submitted it yesterday at 1:00 p.m. when it was due on the advice of the IDC.

Chair Dunaski says it seems like since the last meeting there has been a lot of activity from FirstNet across the country and even in the state of Minnesota. A significant amount of correspondence has moved back and forth between the FirstNet board and various agencies. While the project is a long way out there is a lot of activity moving on it right now. He thinks in the short term there will be some decisions made about what direction this will go.

Mines agrees and reports that two weeks ago she went to the FirstNet Single Point of Contact (SPOC) meeting in Denver. It was very clear that FirstNet is anxious to get preliminary answers from each of the states that either they are going to be on board or they are not. In anticipation of that we were given the impression that they would probably be reaching out to our legislators and governor, they would be working with our board, and getting in front of us as often as possible. The various FirstNet board members that represent various associations – such as the fire chiefs, MSA, MTA—will probably reach out to the heads of your agencies or representative organizations. They have sent a letter to the governor already and we are waiting for the governor's office to get approval to share that with the board. She gets the impression that they are going to be very aggressive this year. The other things that they will do is meet up with us to discuss the Phase II data that's why it's so important to get that data to them if we have any hope of them using that data to populate their RFP. They are going to be working over this year on the state plans. There are a list of things they will put into the state plans. She expects that we will be asked as workgroup members and the IDC and the board to have some input on that plan. There will be pieces of that plan that will discuss local control. Once we have that information they will probably want us to participate in nationwide or region wide workgroups sessions or individual state sessions. The goal that they gave us is that they would like to have those state plans ready by the end of next year and once they are ready they would present to the governor for a go/no go decision. We have talked about it internally that the board and the regional board members need to be very actively engaged in that process. She met with FirstNet yesterday and said that it is very important that the board weigh in on that and we believe this governor will be looking for the board's approval to go forward or not. We will continue to keep working hard this year but she suspects that FirstNet

will be reaching out directly to people in the state. They promised that they will let the SPOCs in the state know before they do that but with the governor's letter they let us know after they sent it.

Chair Workman asks if they have an implementation deadline for Minnesota.

Director Mines responds they have not set a date for implementation. They are saying they will have to get the responses back from the RFP and that will tell them what will be deployed in each state and then from there they will have more information on what our roles and responsibilities will be.

Workman says there are so many things that are up in the air. She believes that all of the shoulds we asking for should be musts.

Mines says she thinks Workman's suggestion has also been shared by members of the workgroup and we have tried to take a very strong position on our responses and will continue to do so.

Chair Dunaski says he brought it up because there is going to be a lot of outreach from FirstNet. He says this is speculation on his part--for a number of reasons, they want some positive feedback--they want some states to say yes, we are ready to go-- give them some momentum. Keep in mind that as we continue to talk about what Minnesota is going to do or not going to do, we have to wait until we get the plan. Once we get the plan the governor still has 90 days to decide. We are a year out from the plan and then the governor has 90 days to make a final decision. While they want to come and have people tell them yes we are ready to go—we are under no pressure to tell them yes we are ready to go. We have plenty of time.

Mines introduces Tim Pierce from FirstNet representing Region 5.

Pierce says he says he thinks we will see a lot of things come to fruition at the end of the year. There will be another opportunity for states to comment on the final RFP as well. Once we get the results back, you will have more answers. 2016 will be a big year with a lot more answers.

Chair Dunaski invites Tim Pierce to attend all of the SECB meetings.

### **Old Business**

None.

### **New Business**

None.

### **Other Business/Discussion**

None.

### **Panel Presentation on Public Safety Communications Tabletop Exercise in Elk River**

A panel presents on the Public Safety Communications Tabletop Exercise After Action Report and Improvement Plan, as submitted in the meeting materials.

Presenters include: Brandon Abley, Televate; Paul Christoforou, Lociva; Stephanie Court, New Core;

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October 2015

John Cunningham, Elk River Fire Department; Bob Escalle, Sonim; Albert Kangas, New Core; Mike Koch, Motorola; Jackie Mines, ECN; Dan Naylor, Motorola; Kathy Shaft, Great River Energy.

The exercise took place on August 26, 2015, in Elk River and included 72 participants from 43 agencies, organizations and private partner companies. The scenario used for the exercised involved a passenger train derailment and a vehicular accident near US Highway 10 in Elk River.

The exercise represented an effort to provide public safety and emergency management personnel the opportunity to discuss current and future capabilities that could be provided or enhanced by access to a dedicated public safety broadband network. The term “broadband” refers to advanced communication systems that can provide high-speed services for video, data, and/or voice information. For public safety, access to dedicated broadband networks can enhance situational awareness for response personnel, emergency management personnel, and, by extension, the public during emergency situations. This exercise allowed regional public safety and emergency management personnel to consider “the realm of the possible” when discussing emerging technologies and dedicated public safety broadband networks.

Chair Dunaski thanks everyone who worked on the exercise and also for coming to the meeting to share the outcomes. It is very interesting and very exciting.

**Meeting Adjourns at 1:18 p.m.**

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# STATEWIDE EMERGENCY COMMUNICATIONS BOARD

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## MEETING MINUTES

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December 17, 2015

### Attendance

#### Members:

<u>MEMBER/ALTERNATE</u>	<u>REPRESENTING</u>
Mark Dunaski (Chair)/Jackie Mines	DPS
Mukhtar Thakur/Tim Lee/Jim Mohn	MnDOT
Thomas Baden/Ed Valencia	MNIT
Rodmen Smith/Dan Kuntz	DNR
Rochelle Schrofer/Tim Boyer	MN State Patrol
Vince Pellegrin/Thomas Humphrey	METC
Bill Droste/Vacant	League of MN Cities, Metro
Eric Anderson/Pat Novacek	League of MN Cities, Greater MN
Liz Workman/vacant	Assoc. of MN Counties, Metro
Jim McMahon/vacant	Assoc. of MN Counties, Greater MN
Chris Caulk/Darlene Pankonie	MSA, Metro
Dan Hartog/Scott Turner /Jeff Marquart	MSA, Greater MN
Mike Gamache/Ted Bearth	MESB
Mike Risvold/vacant	MN Chiefs of Police Assoc., Metro
Cari Gerlicher/Dave Thomson	MN Chiefs of Police Assoc., Greater MN
Ulle Seal/Vacant	MN Fire Chiefs Assoc., Metro
T. John Cunningham	MN Fire Chiefs Assoc., Greater MN
Joe Glaccum (Vice Chair)/vacant	MN Ambulance Assoc., Metro
Brad Hanson/Paul McIntyre	MN Ambulance Assoc., Greater MN
Vacant/Jeff Jelinski	NE MN Emergency Communications Board

#### Also in attendance:

Cathy Anderson DPS-ECN  
Carol-Linnea Salmon, DPS-ECN  
James Stromberg, DPS-ECN  
Randy Donahue, DPS-ECN  
John Dooley, DPS-HSEM  
Troy Tretter, MESB  
Jill Rohret, MESB  
Mike Fink - Motorola  
Dave Eischens, Motorola  
Shane Chatleain, MnDOT  
Philip Schaffner, MnDOT

Mark Navolio, Televate  
Brandon Abley, Televate  
Tim Pierce, FirstNet

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## CALL TO ORDER

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Commissioner Dunaski calls the meeting to order at 12:35 p.m.

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## APPROVAL OF AGENDA

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Chair calls for a motion to approve the agenda.

Cari Gerlicher requests to have the Finance Committee agenda items moved forward on the agenda.  
Jackie Mines requests to add to the agenda a report from Tim Pierce of FirstNet.

***Thomas Humphrey moves to approve the agenda as amended.***

***Gerlicher seconds the motion.***

***Motion carries to approve the agenda as amended.***

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## APPROVAL OF PREVIOUS MEETING MINUTES

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Chair Glaccum calls for a motion to approve the previous meeting minutes.

***Humphrey moves to approve the October meeting minutes.***

***Jim McMahon seconds the motion.***

***Motion carries to approve the minutes.***

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## ANNOUNCEMENTS

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No announcements.

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## REPORTS OF STANDING COMMITTEES

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### OPERATIONS AND TECHNICAL COMMITTEE REPORT (GLACCUM)

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Chair Glaccum introduces an amendment to the Cass County Participation Plan, as presented in the meeting materials. The request is to replace the county's Gold Elite consoles with MCC7500s. The project will include three console positions. It was approved at the OTC contingent upon regional approval.

***On behalf of the OTC, Chair Glaccum moves to approve the Cass County Participation Plan.***

***Humphrey seconds.***

Discussion: Carol Salmon adds that an email was received from Bruce Hegrenes saying the amended plan was approved by the region this morning.

***Motion carries.***

Chair Glaccum introduces Standards 1.11.2, 1.11.3, 1.11.4, 1.11.5, 1.4.1., 1.4.2, 1.6.1, and 2.2.0 as amended and as presented in the meeting materials. He requests to present them for approval in one vote after giving an overview of the changes. There is no opposition.

Glaccum gives an overview of the edits to the standards.

Standard 1.11.2 Training System Administrators. A definition of System Technical staff was added. Language was cleaned up to be consistent with other standards.

Standard 1.11.3 Training Radio Telecommunicators was modified with the intent to sunset Standard 1.11.5 so information from 1.11.5 was included (and also in 1.11.4) and language was cleaned up. Interoperability equipment was added and addition of refresher training required every two years at a minimum.

Standard 1.11.4 Training ARMER End Users was modified to include interoperability or ARMER equipment. Three tiers of user responsibility was changed to four tiers and “Emergency Room departments with two-talkgroup radios” was added. History of ARMER was added. NIMS ICS Training was added with the caveat that it is discipline specific.

Standard 1.11.5 Interoperability Participants was proposed to be sunset. Items from it were incorporated into 1.11.3 and 1.11.4.

Standard 1.4.1 System Login Naming Maintenance. Procedures for this standard were previously “at the discretion of the System Managers Group.” That was changed to be at the discretion of the Operations and Technical Committee.

Standard 1.4.2 Management of Alias List. System Management Group was changed to Statewide System Administrator. If there is a conflict over acronym use it should be referred to the OTC.

Standard 1.6.1 System Security Groups. Changes were made to reflect what is in practice. Configuration Manager was changed to Provisioning Manager. Examples of RF Site Security Groups were added.

Standard 2.2.0 Radio Aliases. “Regional system” was changed to “ARMER System”. Some clean up from what was originally a regional standard. Addition of the sentence, “Any exception to this naming standard must be approved by the OTC.” The master table was assigned to the Statewide System Administrator.

***On behalf of the OTC, Chair Glaccum moves to approve Standards 1.11.2, 1.11.3, 1.11.4, 1.11.5, 1.4.1, 1.4.2, 1.6.1, and 2.2.0.***

***Bill Droste seconds.***

No discussion.

***Motion carries.***

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## INTEROPERABILITY COMMITTEE

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Chair Thomson introduces the revised Standard 3.44.0 Pursuit, as presented in the meeting materials. He reports that the edits were mostly clean-up such as removing redundant language. The only area of significant change was under Number 4, Recommended Protocol. It will now require that as of June 30, 2017, all the law enforcement PSAPS using controls stations to integrate with ARMER will be required to have LTAC 1-4 available on their dispatch consoles. Only LTAC 1 and 2 were previously required and now as of June 30, 2017, LTAC 3 and 4 will also be required. The standard gives 18 months to add the additional LTAC resources.

***Humphrey moves to approve Standard 3.44.0 as presented.  
Glaccum seconds.***

Discussion:

Jill Rohret says revision to the standard changes requirements for control stations effective June 2017 but the edits also deleted language that governs how things should be done during the 18 months before then (page 2, section five).

Thomson responds that the standard still says under Recommended Protocol that two LTACs are required until 2017. The majority of the language that was separate for integrated versus non-integrated PSAPs was brought together into a single standard that deals with both.

***Motion carries.***

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## LEGISLATIVE & GOVERNMENT AFFAIRS COMMITTEE (WORKMAN)

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No report.

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## FINANCE COMMITTEE (GERLICHER)

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Chair Gerlicher introduces the 2016-2020 Motorola Contract Approval, as presented in the meeting materials. She notes that this has been referred to in the past as the 7.19 upgrade. Gerlicher explains that the committee wrote letters to commissioners of the counties and radio systems that needed the large upgrade this coming year and over the next several years. Motorola had offered an opportunity for price decreases if there was a one point funding system. The committee received approval from all the counties to allocate the funding to allow that one point funding system to take place.

Dave Eischens from Motorola adds that Motorola was able to put together a plan with one contract and therefore could offer substantial savings to everyone involved. He reviews the materials presented in the meeting packet. In the contract, there is a pricing breakdown for all of the agencies involved over five years. Each agency will have a contract specific to their agencies. In January, Motorola will meet with MnDot and other agencies to determine a plan for the upgrade roll out. He notes that many other states are implementing similar types of plans.

Chair Gerlicher reports that coming to this point involved quite a lot of work over the last months. She thanks Motorola and Jackie Mines and Tim Lee and the regional radio representatives who spoke to county commissioners to explain the process.

***On behalf of the Finance Committee, Chair Gerlicher moves that the 2016 -2020 Motorola Contract be approved.***

***Humphrey seconds.***

Discussion: none

***Motion carries.***

Chair Dunaski points out that it was quite an accomplishment to achieve this in the timeframe required.

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### STEERING COMMITTEE (MINES FOR HARTOG)

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Director Mines speaks on behalf of Chair Hartog who was unable to attend the meeting. Mines reports that the Steering Committee's Education and Outreach workgroup has been working on SECB branding. The purpose is to create a uniform look for the SECB and to differentiate it from other agencies. Mines presents a power point presentation, as presented in the meeting materials. The slides are templates that can be used by SECB and its committees. She points out the yellow swoosh which will be a marker on all SECB documents. She adds that ECN has been working on the SECB and the ECN websites to make them easier to navigate.

***Humphrey moves to approve the SECB Power Point Template.***

***Droste seconds.***

Discussion:

Humphrey says the design is simple and attractive.

***Motion carries.***

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### IPAWS COMMITTEE (SEAL)

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Chair Seal introduces the Public Alerting Authorities Best Practices Guide, as submitted in the meeting materials. The guide is split into two sections. Section one covers alerting authorities best practices including such things as use of the alerting system, criteria for issuing warnings, correct alert codes, characteristics of effective alert messages, Section two covers Collaborative Operating Groups (COGs) including how COGs are issued, their structure, capabilities and responsibilities. The guide will be available on the website and distributed at all public outreach opportunities such as association events, conferences and classes.

***On behalf of the IPAWS Committee, Chair Seal moves that the Public Alerting Authorities Best Practices Guide be approved.***

***McMahon seconds.***

Discussion:

Dunaski comments that the guide turned out very well and that it will be useful to chiefs and sheriffs as well as others.

Mines points out that Ulie Seal and Julie Anderson did a lot of work on these documents. She adds that Julie Anderson was very helpful in working on the Steering Committee's Education and Outreach initiatives. Anderson has moved on to a different position and she will be missed.

Chair Dunaski adds that he and Chair Seal, Director Mines, State Fire Marshal Bruce West, Joe Kelly from HSEM, and Bruce Gordon and Julie Anderson from DPS Communications had a meeting to talk about communications and outreach, particularly around IPAWS.

***Motion carries.***

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### NG911 COMMITTEE (PANKONIE)

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No report.

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### INTEROPERABLE DATA COMMITTEE (RISVOLD)

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Chair Risvold reports that the committee met and reviewed the LTE Pilot Project Summary. He introduces Brandon Abley who presents a summary of the Minnesota Public Safety Broadband Pilot Project, as provided in the meeting materials.

Abley reports that the purpose of the project was to explore a private-public partnership to deploy a Public Safety Broadband Network in Minnesota. ECN managed a public safety broadband network trial from summer, 2014 to fall, 2015, in Elk River, MN. The project demonstrated that a partnership with Minnesota-based entities can be successfully leveraged to provide public safety broadband service in the state. It also demonstrated some of the capabilities of public safety broadband technologies to Minnesota stakeholders. A chief accomplishment was the successful implementation of a Band 14 Public Safety Broadband Network. Abley reviews accomplishments, shortcomings and lessons learned. These are summarized in the power point presentation which was presented in the meeting materials.

Mines acknowledges Abley's hard work on the project and the partners that brought the mobile command centers and other equipment. It was successful and a lot of fun. She thinks people who participated enjoyed it and got a lot out of it. Mines says ECN would like to come up with a similar tabletop exercise for the Interop conference.

Abley says the participation of the volunteers and donated hardware can't be undervalued. The expenses to state government were very modest.

***On behalf of the IDC, Chair Risvold moves for approval of the LTE Pilot Project report.***

***Humphrey seconds.***

***Motion carries.***

Tim Piece from FirstNet reports that the FirstNet board approved the release of a nationwide RFP. This is a pivotal step for the nationwide network. FirstNet is planning on working with Minnesota in 2016 to continue to strengthen the relationship between FirstNet and Minnesota stakeholders. FirstNet would like to give a formal briefing to the SECB—probably in the second or third quarter—

to provide an update and get feedback from the governance body. FirstNet would like to continue a conversation with a more detailed look at how things would be implemented in the state.

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## REPORTS – OTHER

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### ARMER PROJECT STATUS REPORT (MNDOT OEC)

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Mukhtar Thakur reports on the status of the ARMER project, as presented in the meeting materials. The budget and scope are well controlled. There have been some land acquisition delays. Of the 324 sites, 319 are on the air. The site at Island Lake, Beltrami County went live on the air this month. Eleven sites need new towers.

Shane Chatleain from MnDOT mentions some of the difficulties, particularly environmental sensitivities, in acquiring land.

Thakur says that recently there was a lightning storm in St. Cloud which impacted a lot of the tower sites but none went down because of the dual links that are in place. The system reliability is improving every week.

Chair Dunaski adds that it will be important for the board to keep in mind the old towers and other infrastructure that will need to be maintained.

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### REPORT ON MNDOT STATEWIDE MULTIMODAL TRANSPORTATION PLAN

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Philip Shaffner, MnDot Policy Planning Director, reports on the MnDot Statewide Multimodal Transportation Plan, as presented in the meeting materials. The Multimodal is MnDot's highest level policy plan for transportation. The plan is required by state and federal law. MnDot is required to plan twenty years into the future and to update the plan every four years. The last update was completed in 2012. The full plan is available on the MnDot website.

Shaffner reviews the vision of the plan, the guiding principles and the policy objectives. He gives an overview of MnDot's family of plans, update process and schedule. He outlines trends in population, technology, the environment, the economy and transportation behavior that are considered in the planning process.

The plan has a System Security objective to reduce system vulnerability and ensure system redundancy to meet essential travel needs during emergencies. One strategy for this objective was to expand emergency communications infrastructure across the state, specifically ARMER.

Shaffner asks if this expanded emergency communications infrastructure still makes sense as a strategy? Should it be maintained or enhanced or something else? Should it be just ARMER?

Chair Dunaski responds that in addition to ARMER, IPAWS, NextGen911 and FirstNet each have a role to play in emergency communications. He thanks Shaffner for the presentation and suggests a meeting to discuss this further after additional work has been completed on the SECB strategic plan.

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## ECN UPDATE

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Jackie Mines calls attention to the NG-911 GIS Project Status Update, as submitted in the meeting materials. She reports that a project newsletter is being produced on a quarterly basis; November issue is posted on the ECN website. ECN in partnership with MnGeo has been working on data collection of public safety entity boundaries for the FirstNet project. The team is working on inventorying existing NG911 GIS data and assessing and preparing the data. The MSAG/GIS Synchronization Project will work with the Metropolitan Emergency Services Board (MESB) initially and then with the Northeast region to synchronize GIS data with Master Street Address Guide (MSAG) data. A standards workgroup is working on the development of standards for GIS, in alignment with NENA standards. In February, the team will work with the Statewide Geospatial Advisory Council and MNIT on cyber security for the GIS database.

The pricing submitted in response to the NextGen RFP was varied enough among vendors so as to not be able to make a useful side-by-side comparison. ECN will be going out for best and final pricing and hopes to wrap that up soon.

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## OLD BUSINESS

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None.

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## NEW BUSINESS

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Chair Dunaski reports that he has asked Director Mines to setup a meeting with the Committee Chairs to look at the strategic plan with expectations to bring the plan back to the board in February.

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## OTHER BUSINESS/DISCUSSION

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None.

**Meeting Adjourns at 2:20 p.m.**