
STATEWIDE EMERGENCY COMMUNICATIONS BOARD

MEETING MINUTES

April 27, 2016

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
Greg Salo/Todd Kanieski	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/Andrew Johnson	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 (Vice Chair)/vacant	MN Ambulance Assoc., Metro
Brad Hanson/Paul McIntyre	MN Ambulance Assoc., Greater MN
Jeff Jelinski/Nancy Schafer	Central MN ESB/Northeast ECB

CALL TO ORDER

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

APPROVAL OF AGENDA

Chair Dunaski calls for a motion to approve the agenda.

Joe Glaccum makes a motion to amend the agenda to change SOAR/Change Management from an action item to a discussion item.

***Cari Gerlicher seconds the motion.
Motion carries.***

***Mike Risvold makes a motion to approve the agenda as amended.
Dan Hartog seconds the motion.
The motion carries to approve the agenda.***

APPROVAL OF PREVIOUS MEETING MINUTES

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

***Liz Workman makes a motion to approve the March meeting minutes.
Jeff Jelinski seconds the motion.
The motion carries to approve the minutes.***

ANNOUNCEMENTS

Chair Dunaski announces that after 34 years working for the Department of Public Safety he will be retiring on June 14. His last SECB meeting will be in May. He notes that working on this board has been one of the highlights of his career. He commends the board for its great work in advancing public safety communications across the state.

REPORTS OF STANDING COMMITTEES

OPERATIONS AND TECHNICAL COMMITTEE REPORT (GLACCUM)

Chair Glaccum introduces the request to add the EF Johnson VP400 and the Motorola APX8000 radios to the approved subscriber list. He explains that there is a workgroup under the OTC which tests equipment to see that it works well on the ARMER system. The workgroup tested these radios and found no issues.

***On behalf of the Operations and Technical Committee, Chair Glaccum makes a motion to add the two radios to the approved subscriber list.
Jim McMahon seconds the motion.
The motion carries.***

Chair Glaccum introduces the Marshall County Participation Plan. Marshall County has adequate coverage sites. The county is requesting 36 talkgroups, no channel additions, no site additions, and 367 user ID's across a three year span. The county will start off using control stations and when the county decides to migrate to MCC 7500s that request will be brought before the OTC.

***On behalf of the OTC, Chair Glaccum makes a motion to approve the Marshal County participation plan.
John Cunningham seconds the motion.***

Gerlicher asks if there is an urgency to when the county would need to migrate to MCC 7500s. Glaccum responds that there is not.

The motion carries.

Chair Glaccum introduces Standard 1.08.1 Change Management. The original Change Management Standard was deemed a bit cumbersome so a workgroup with representation from every region was formed to review it. The adoption of the new standard would sunset Standards 1.08.0 and 1.05.2. Glaccum explains that the Change Management Standard outlines a process to vet system change requests and associated costs.

On behalf of the OTC, Chair Glaccum makes a motion that Standard 1.08.1 Change Management be approved and that Standards 1.08.0 and 1.05.2 be sunsetted. Jeff Jelinski seconds the motion.

Mike Risvold makes a motion that this standard be tabled for further work based on some concerns expressed by some subsystem owners.

Workman seconds.

The motion carries.

Chair Glaccum introduces amendments to Standard 2.17.0 Multigroup/Announcement. The changes recommended by the Standards Workgroup are updated wording reflecting current practice.

On behalf of the OTC, Chair Glaccum makes a motion to approve Standard 2.17.0 as submitted. Jim McMahon seconds the motion. The motion carries.

Glaccum introduces revisions to Standard 3.32.0 Statewide Interoperable Plain Language Policy. Most of the changes were language clean-up. The example of an incident was changed from “during an ongoing terrorist event” to “high risk incident, such as active shooter.”

On behalf of the OTC, Chair Glaccum makes a motion to approve Standard 3.32.0 as submitted. Ulie Seal seconds the motion. Motion carries.

Glaccum presents the Mille Lac County Participation Plan Amendment. Mille Lacs County plans to add a six channel ASR site near the city of Wahkon. MnDOT had no objections to the technical plan.

On behalf of the OTC, Chair Glaccum makes a motion to approve the Mille Lacs County Participation Plan Amendment. Gerlicher seconds. Motion carries.

Chair Glaccum reports that the Scene of Action Repeater item is regarding a request from Stevens County to consider reallocating the use of Scene of Action talkgroups to help with coverage issues. The request was determined to be obligated to fall under the Change Management process. It does not need to be accepted by this board today but was presented at the OTC meeting to verify that the

item had begun the Change Management process.

Pat Novacek asks which frequencies will be used.

Chair Glaccum responds that the county would like to stay in the 800 frequency and use SOA3.

Jelinski comments that there has been a lot discussion about this request in the Central Region. He believes it will be a fix to the coverage issues in Stevens County and hopes that it will receive support.

INTEROPERABILITY COMMITTEE

The committee did not meet in April and there is no report.

LEGISLATIVE & GOVERNMENT AFFAIRS COMMITTEE (WORKMAN)

Chair Workman reports that the committee met in April and she thanks committee members for their participation. The committee has been able to achieve quorums.

The committee discussed the legislation that will accelerate the effective date of a sales tax exemption for joint powers boards, instrumentalities of local government and special taxing districts. A template letter was written and committee members were asked to send it to their representatives asking that they support the passage of this bill. Chair Workman received responses from Dakota County legislators stating support.

Chair Dunaski asks if the bill has had a hearing. Workman responds that it had a hearing in the Senate but she was not sure if it has happened yet in the House. It is moving forward and being closely followed.

STEERING COMMITTEE (HARTOG)

Chair Hartog reports that the Steering Committee did not meet in April.

IPAWS (SEAL)

Chair Seal reports that Todd, Red Lake and Renville Counties have entered into the application process with FEMA to become a Collaborative Operating Group (COG). (Alerting authorities authorized to use IPAWS are designated as a COGs.) There have been a number of workshops around the state to educate about IPAWS and the COG application process.

Chair Dunaski references a recent siren that was sounded in error in Hennepin County early in the morning. There were many media questions afterwards about updated technology for warnings and alerts. Chair Dunaski reports that he was fond of responding with information about IPAWS.

NG911 COMMITTEE (PANKONIE)

Chair Pankonie reports that the committee will meet later this week and that meetings are well attended. The committee is working on the RFP for the state NG911 network. The scoring is

complete now and contract negotiations will begin. The committee is also working on cyber security for PSAPs and a public education campaign for Text-to-911.

INTEROPERABLE DATA COMMITTEE (RISVOLD)

Chair Risvold introduces Tim Pierce from FirstNet. Tim Pierce says Televate is glad to be at the Minnesota Interoperable Communications Conference and notes that tomorrow morning the Vice Chair of the FirstNet Board, Jeffrey Johnson, will deliver the opening keynote. He notes that Johnson is a very energizing speaker. Pierce is looking forward to making a formal presentation to the board in May. He looks forward to discussion about the state plan process and what the next year will look like in detail and what the board's involvement will be. He reports that FirstNet recently held a State Point of Contact (SPOC) meeting with SPOCs and their teams from around the country to attend a two-day meeting of full immersion in FirstNet. He notes that Chair Risvold was at the meeting and asks him to comment.

Chair Risvold comments that the SPOC meeting was useful and a lot of good information was presented with updates on the timeframe, the RFP, and the out-in/opt-out decision. It is clear that outreach is necessary. He appreciated the invitation. Melinda Miller, Jackie Mines and Dave Deal also attended the SPOC meeting.

Melinda Miller from ECN gives a presentation on FirstNet. She reports that while the FirstNet RFP is under review, the committee plans to concentrate on education and outreach. After May 2017, FirstNet expects to deliver state plans with a finalization coming later in the year. She reports that there will be a two-sided information portal; on side for public safety and one side for the governor. She gives an example of what a state plan might look like.

Miller has invited regional representatives to attend a technical meeting in San Diego and some will attend a band class 14 demonstration at the White Sands Missile Range.

Information and outreach plans under consideration include creating FAQs specific to Minnesota, newsletters targeted to specific agencies, trade articles and a podcast. Miller will post a FirstNet 101 on GovLoop, which is a tool the government uses to communicate to government employees.

Consolation Task Teams have been formed and the first subject being considered is quality of service, priority and preemption. Miller shows a slide of what the network will look like. She gives the example of a six-lane highway with 300-400 possible users and thousands of idle users. Quality of service means you have a lane to yourself and the speed limit is 70 miles per hour and you are going 70 miles an hour. Priority means you have a lane to yourself. Preemption means everyone else must clear out of your lane. The other users will need to go slower so you can go faster.

Consultation Task Teams will also address identity management and access management.

The committee is looking at how it will evaluate the state plan when it is available. It is prioritizing the launch requirements that were previously determined and looking to see if anything has changed since those were written. The FirstNet RFP has 16 objectives and those will be looked at as well and compared to Minnesota's needs.

She adds that there will be outreach to federal agencies in Minnesota and further outreach to tribal

governments.

Chair Risvold thanks Miller. He adds that the RFP from FirstNet comes to a close at the end of May and FirstNet will announce in the fall who the partner will be. The RFP has generated a lot of interest from potential partners. FirstNet reports that they have fielded more than 400 questions.

FINANCE COMMITTEE REPORT (GERLICHER)

Chair Gerlicher reports that the Finance Committee did not meet in April.

REPORTS – OTHER

ARMER PROJECT STATUS REPORT (MNDOT OEC)

Mukhtar Thakur reports on the ARMER project status. There are 335 total sites and 326 sites on the air. The site numbers do not fully corroborate because some sites are not constructed yet but are on the air on temporary towers, for example. 95% of the state is covered and the project is on budget. Thakur adds that when all of the sites are completed it will be necessary to rebuild some of the sites that were built many years ago and need replacement.

Sites that are not on the air are:

Cromwell in Carlton County is under active construction and completion is expected this year.

Berner in Clearwater County is waiting for land acquisition and this is expected to be challenging.

Red Lake in Beltrami County is waiting for land acquisition and this is expected to be challenging.

Devil Fish in Cook County is under active construction and completion is expected this year.

Sawbill in Cook County is under active construction and completion is expected this year.

Cascade River in Cook County is under active construction and completion is expected this year.

Silver Island Lake in Lake County is waiting for land acquisition.

Lima Mountain in Cook County is waiting for land acquisition and this may be challenging because it involves both US Federal Service land and DNR land.

Madelia in Wagonwheel County is waiting for land acquisition.

Additional sites that are in land acquisition:

Lake Crystal in Blue Earth County;

Molde in St. Louis County;

Finland in Lake County and this is expected to be challenging.

Additional sites under construction are:

Duluth South in St. Louis County and completion is expected this year.

Eden Valley in Meeker County is out to bid.

Hawley in Clay County is out to bid.

There is a question and discussion about the system up-grade shut down times. Concerns were raised that the times that are scheduled – 10:00 a.m. and 2:00 p.m. – have a greater number of calls for service than during off hours. Chair Dunaski recommends that the committee that determined the shut-down times meet with the Fire Chiefs and Police Chiefs from this board to discuss the

concerns. A suggestion was made to include representatives from PSAPs as well. Chair Seal will take leadership on arranging the meeting.

ECN UPDATE

Jackie Mines reports that a new NG9-1-1 GIS newsletter will be forthcoming. She thanks the regions who have invited John Dooley to present on IPAWS. She also thanks John Dooley and the DPS Communications Department for creating a one-page handout about IPAWS for elected officials. She notes that it would be especially helpful to get the word out about FirstNet to police and fire chiefs. If any regions would like to arrange informational meetings with FirstNet, please contact Mines or Melinda Miller.

OLD BUSINESS

None.

NEW BUSINESS

None.

Meeting Adjourns at 3:55 p.m.