
STATEWIDE EMERGENCY COMMUNICATIONS BOARD

MEETING MINUTES

February 25, 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
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 McMahan/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
Ulrie 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/vacant	Central MN ESB

Also in attendance:

Cathy Anderson DPS-ECN
Carol-Linnea Salmon, DPS-ECN
James Stromberg, DPS-ECN
Melinda Miller, DPS-ECN
Randy Donahue, DPS-ECN
Rick Juth, DPS-ECN
Brandon Larson, St. Cloud
Troy Tretter, MESB
Rod Olson, City of Minneapolis
Jake Thompson, Anoka County
Scott Wosje, Northland Business Systems

CALL TO ORDER

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

APPROVAL OF AGENDA

Dar Pankonie request to add the Federal Engineering PSAP Funding Survey as an action item. Dave Thomson requests to remove the first item from the OTC action items list. Officer elections took place last month and should be removed from the agenda.

Chair Dunaski calls for a motion to approve the agenda as amended.

Cari Gerlicher makes a motion to approve the agenda as amended.

Liz Workman seconds the motion.

Motion carries to approve the agenda as amended.

APPROVAL OF PREVIOUS MEETING MINUTES

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

Workman makes a motion to approve the January meeting minutes.

Bill Droste seconds the motion.

Pat Novacek notes that he was in attendance last month.

Motion carries to approve the minutes as amended.

ANNOUNCEMENTS

No announcements.

REPORTS OF STANDING COMMITTEES

OPERATIONS AND TECHNICAL COMMITTEE REPORT (GLACCUM)

On behalf of the OTC, Vice Chair Thomson introduces the Hennepin EMS Participation Plan Amendment, as submitted in the meeting materials. With the demise of the Gold Elite consoles, Hennepin EMS will be switching to a logging solution from Revcord and for that they will need a Motorola AIS on the MCC 7500 consoles.

Ulie Seal makes a motion to approve the Hennepin EMS Participation Plan Amendment.

John Cunningham seconds the motion.

Motion carries.

On behalf of the OTC, Vice Chair Thomson introduces edits to Standards 2.10.0, 2.12.0, 2.14.0 and 1.3.0. The edits to these standards were mostly language clean up and are submitted in the meeting

materials.

On behalf of the OTC, Chair Glaccum makes a motion to approve Standards 2.10.0, 2.12.0, 2.14.0, and 1.3.0 as presented.

McMahon seconds the motion.

Motion carries.

Vice Chair Thomson reports that the committee had a lively discussion on system capacity and busies. The consensus was that it is a different problem in the metro region versus in greater Minnesota and that it would be unwieldy to have one standard that fits the needs of both the metro region and greater Minnesota. The metro region currently has a more restrictive standard to deal with its higher density. The committee called upon regions to review and discuss the issue and bring concerns back to the OTC.

There is a lengthy discussion by the board with a conclusion that there is further need to address this and come up with criteria and a process for determining how to reduce busies where it is a problem and/or prevent it from becoming a problem because the system has finite capacity.

The discussion included how to define what is the appropriate level of busies on the system; the need for a subjective criteria or matrix; if there should be penalties; how to address entities who were added to the system but perhaps should now be restricted; the need to have conversations with subsystem owners.

Chair Dunaski asks that Chairs Thomson, Glaccum and Hartog meet to have a conversation about how to move forward and report back at the next board meeting.

INTEROPERABILITY COMMITTEE

No Report.

LEGISLATIVE & GOVERNMENT AFFAIRS COMMITTEE (WORKMAN)

Chair Workman reports that the committee did not meet but calls attention to two letters in the meeting materials packet. One letter is addressed to Representative Tony Cornish, Chair of Public Safety and Crime Prevention Policy and Finance Committee and the other to Representative Greg Davids, Chair of Taxes Committee. The letters request a meeting to discuss the sales tax exemption for joint powers and special taxing districts and urge support for moving the effective date back to July 1, 2016.

STEERING COMMITTEE (HARTOG)

Chair Hartog reports that the Steering Committee met and discussed the National Weather Service (NWS) and whether its participation on the ARMER system should be as a regional or statewide resource. The NWS for the southwest corner of the state is located in South Dakota. Some regions do not have a NWS office. It was determined that the NWS should be a regional resource. Jim Stromberg will bring this back to the OTC for further discussion.

The committee had a similar discussion regarding Disaster Relief Organizations (DROs) and particularly the Red Cross. The Department of Human Services has asked to sponsor the Red Cross. The committee discussed who can authorize a state agency to sponsor another agency. Mukhtar Thakur will investigate this and report back to the committee.

The committee heard a report about the Red River Dispatch Center in North Dakota which dispatches for Clay County, Minnesota. There was discussion about if a tower were built in North Dakota how funding and other logistics could be worked out between the states. The northwest region is working on these issues.

Pat Roseau adds that Grand Forks Weather covers northwest Minnesota and into the central Minnesota region.

IPAWS COMMITTEE (SEAL)

Chair Seal calls attention to a one page summary of the IPAWS Committee activity. He reports that the committee has been working with Deputy Commissioner Dunaski and Director Mines to develop a work plan on how to expand IPAWS capabilities throughout Minnesota. A particular priority is to add IPAWS capabilities to counties along the Class 1 Rail line. He adds that John Dooley with HSEM has been presenting workshops on the Public Alerting Best Practices to increase education about how to become IPAWS capable. The committee is also looking at exercises and practical applications to ensure that systems work and users know how to use it properly.

NG911 COMMITTEE (PANKONIE)

On behalf of the NG911 Committee, Chair Pankonie introduces the Federal Engineering Minnesota ECN PSAP Survey 2016, as submitted in the meeting materials. She reports that this is a survey to Public Safety Answering Points (PSAPs) to determine where the PSAPs across the state are with technology and software capabilities and if they are prepared to bring in the technology for Text-to-911 and, if not, what would be required. It will ask about the frequency of technology refreshes and how far away the PSAPs are from a technology refresh. It will include questions about IPAWS capabilities.

***John Cunningham makes a motion to approve the Minnesota ECN PSAP Survey 2016.
Gerlicher seconds the motion.
Motion carries.***

INTEROPERABLE DATA COMMITTEE (RISVOLD)

Chair Risvold reports that the Interoperable Data Committee met by conference call. Brandon Abley of Televate gave a summary report about the FirstNet RFP. A copy of his presentation is included in the meeting materials.

Chair Risvold and others attended a Single Point of Contact (SPOC) kickoff meeting in the Commissioner's office this morning on the FirstNet consultation process going forward.

Chair Dunaski reports that at the meeting, participants emphasized to FirstNet staff the varying needs around the state of Minnesota. In the metropolitan area, preemption and priority is very

important but it is less important in greater Minnesota. The Governor of Minnesota will be very interested in what this system will do for greater Minnesota. FirstNet was informed that that the Governor is a strong advocate of border-to-border broadband. FirstNet might consider how to leverage not only the excess bandwidth on the public safety net but also the infrastructure to provide broadband services across the state to civilians as one way to encourage an opt-in decision.

Chair Risvold adds that FirstNet would like to give a two-hour update presentation to the board in this or another forum. FirstNet plans to put together a task group of end users enthusiasts or data champions to answer a survey and give feedback and also to meet with key decision makers later in the year. In addition, there will be a more in-depth SPOC meeting in April in Virginia.

Jackie Mines calls attention to the presentation on FirstNet's RFP, as presented in the meeting materials. She reports on some of the highlights. The contract is scheduled to be signed in November 2016. Six months after the award, FirstNet expects the vendor to provide service though not yet on Band 14. State plans will be delivered in quarter one or quarter two of 2017. As soon as April 30, 2017, FirstNet sites could be up. There are many benchmarks for the provider within 24 months after the award. The RFP is structured around subscriber adoption. It's a creative approach because what matters is how many people a vendor can get on the system as quickly as possible and there is a penalty for not meeting its subscriber adoption target. There is incentive for the vendor to make the service as interesting and as competitively priced as possible in order to achieve subscriber adoption goals. The RFP is very objectives-oriented but there are not a lot of requirements. FirstNet did put Minnesota's coverage requirements in the RFP. The vendors will be given points by state on how closely they match the target requirements.

Mines says that there will be openings for a couple of committee members to attend the SPOC meeting in Virginia. She adds that the consultation Task Teams that FirstNet plans to create will provide opportunities for those at the user level to give feedback to FirstNet.

Chair Risvold adds that FirstNet says Minnesota is very well positioned as a state based on our governance structure. FirstNet is helping other states put together a similar governance structure.

There is a discussion about cost. More will be known when a vendor is selected. The spectrum is valuable and that is an incentive the vendors. It will be beneficial for a vendor to be competitive to the market in order to obtain and maintain subscribers. FirstNet would like bring-you-own devise to be part of the proposals. This is different from the ARMER system buildout in that it is a very large marketing using existing technology and building upon it.

FINANCE COMMITTEE REPORT (GERLICHER)

Chair Gerlicher reports that the Grant Work group met to discuss how to allocate the 2015 SHSP grant of \$800,000. The projects submitted totaled \$749,621.85. The remaining \$50,378.15 will be utilized by DPS-ECN for M&A and planning costs.

The work group set a priority on education and training and exercises. Specific equipment was identified that also could be purchased with the funds. A 50% match was required on all equipment purchases.

The distribution was as follows:

Central ESB	\$191,084.19
MESB	\$25,000.00
Northeast ECB	\$153,062.09
Northwest ECB	\$140,083.07
South Central RECB	\$38,742.50
Southeast ECB	\$115,040.00
Southwest ECB	\$86,610.00

Additional information provided in the meeting materials.

On behalf of the Finance Committee, Chair Gerlicher makes a motion to approve the 2015 SHSP grant allocation.

Humphrey seconds the motion.

Motion carries.

REPORTS – OTHER

ARMER PROJECT STATUS REPORT (MNDOT OEC)

Mukhtar Thakur reports on the ARMER Project status, as presented in the meeting materials. The budget and scope are under control. The backbone remains at 97% complete with 326 sites on the air. No new sites were added since last month. Land acquisition delays will impact completion of some sites.

ECN UPDATE

Jackie Mines reports that there is a new GIS project newsletter in the meeting materials. She says that there are media reports saying that Text-to-911 will be deployed by the end of the year. The plan is to have regional centers ready to deploy it first and to allow counties to take it on as ready.

ECN participated in a meeting with Motorola and MnDot this week about the 7.19 upgrade. It will be rolled out in Greater Minnesota first. Tim Lee is organizing regional meetings about that.

OLD BUSINESS

Chair Dunaski reports that Jackie Mines and her staff and others have been working on completing the SECB Strategic Plan. It will be submitted to the Steering Committee for review and approval and then submitted to this board for next month's meeting.

NEW BUSINESS

Meeting Adjourns at 1:35 p.m.