
STATEWIDE EMERGENCY COMMUNICATIONS BOARD

MEETING MINUTES

May 26, 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 /Jeff Marquart	MSA, Greater MN
Mike Gamache/Andrew Johnson	MESB
Mike Risvold/Eric Werner	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/Barb Erdman	Central MN ESB/Northeast ECB

Guests:

Troy Tretter, MESB
Bruce Hegrenes, NE ECB
Brandon Larson, Central Region
Al Fjerstad, Central Region
Dave Deal, Washington County
Nate Timm, Washington County
Greg Anderson, Isanti County Commissioner
Rod Olson, City of Minneapolis
Cathy Anderson, ECN
Rick Juth, ECN
Melinda Miller, ECN

Marcus Bruning, ECN
Jim Stromberg, ECN
Kate Weeks, DPS
Jeremy Zollo, FirstNet
Tim Pierce, FirstNet
John Hunt, FirstNet
Jacob Hershey, FirstNet
Jamel Vinson, FirstNet
Scott Wosje, Northland Business Systems
Carrie Oster, Motorola

CALL TO ORDER

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

APPROVAL OF AGENDA

Chair Dunaski requests to move the Operations and Technical Committee items and the Interoperability Committee items to after the FirstNet presentation and makes a motion to approve the agenda with these changes.

Mike Risvold seconds the motion.

Motion carries.

APPROVAL OF PREVIOUS MEETING MINUTES

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

Jim McMahon makes a motion to approve the April meeting minutes.

Bill Droste seconds the motion.

The motion carries to approve the minutes.

ANNOUNCEMENTS

Chair Dunaski thanks Colonel Rodman Smith and Dan Kuntz from the DNR for their service on the board and welcomes new representatives Lieutenant Colonel Greg Salo and Major Todd Kanieski. He thanks Nancy Schafer as serving as the alternate representing the Region Boards from the Northwest Region and welcomes Sheriff Barb Erdman. He welcomes Chief Eric Werner who is the new alternate for the Chiefs of Police Association from the Metro Region.

REPORTS OF STANDING COMMITTEES

OPERATIONS AND TECHNICAL COMMITTEE REPORT (THOMSON)

Vice Chair Thomson introduces a request from Norman County for approval of its ARMER Participation Plan. The request is for the county to come on the ARMER system as a full participant. The plan is a phased approach with the sheriff and local law enforcement coming on this year. The next phase will be fire and EMS and is dependent upon future funding. Phase three would involve replacing the existing MCC5500 radio dispatch consoles with MCC7500 consoles, along with microwave radio or fiber connectivity into the ARMER network. There are no plans for this phase at the time of this request. Norman County has 15 public safety agencies and two public works and schools included in the plan. The request is for a total of 183 system IDs, which includes coverage for projected growth. There are 40 talkgroups included in the fleet map; requesting two statewide talkgroups. There are three sites in the county and three perimeter sites as well. No local enhancement sites are included. No 800 MHz channel additions are being planned. The PSAP has a 2-position MCC5500 console along with two 800 MHz control stations for interoperability. They will be adding additional control stations for their talkgroups. Training and system administration will be the responsibility of the Sheriff's office.

***On behalf of the OTC, Vice Chair Thomson makes a motion to approve the Norman County Participation Plan, as submitted in the meeting materials.
Thomas Humphrey seconds the motion.***

Dunaski notes that Norman County is the second-to-last county in Minnesota to come on the ARMER system. Only Red Lake is left.

Motion carries.

Vice Chair Thomson introduces a request from St. Louis County for an Addendum to the County's Participation Plan. The proposal is to add an additional channel to the Virginia/Midway Simulcast to accommodate additional traffic. In addition there is a request to add two additional T1 ports into the St. Louis County dispatch for additional bandwidth to accommodate the AIS server for the regional recorder and to make sure the St. Louis County dispatch has adequate bandwidth. An additional BDA is proposed for the new Duluth police station. Two additional public service agencies-- Mountain Iron Public Works and Minnesota Power—would be added.

***On behalf of the OTC, Vice Chair Thomson makes a motion to approve the St. Louis County Participation Plan Addendum, as submitted in the meeting materials.
Cari Gerlicher seconds the motion.
Motion carries.***

Vice Chair Thomson introduces proposed revisions to three standards: Standard 7.1.0 Audit/Monitoring Process, Standard 7.2.0 Response to Non-Compliance, and Standard 7.3.0 The Appeal Process. The standards were reviewed by the Standards Workgroup under the OTC and the following edits were recommended:

The changes to Standard 7.1.0 Audit/Monitoring Process were minor language clean-up. The Statewide Radio Board (SRB) was changed to the Statewide Emergency Communications Board (SECB) and the regional radio board names were updated to the correct names. The system administrator was changed to statewide system administrator.

In Standard 7.2.0 Response to Non-Compliance, SRB was changed to SECB. Under 4. Recommended Protocol/Standard, “user privileges” was changed to “user access”. “All participants of the ARMER system, whether full or limited, have the right to appeal a procedure, a decision, or a sanction set forth by the OTC Chair or Vice Chair of the SECB Chair or Vice Chair” was added. Under 5. Recommended Procedure, language was changed to read “local system manager or administrator.”

In Standard 7.3.0 The Appeal Process, SRB was changed to SECB. RRB was changed to Emergency Communications Board or Emergency Services Board. Under 1. Purpose or Objective, a reference to System Manager’s Group was removed. Under 4. Recommended Protocol/Standard, “any committee Chair” was changed to “the OTC Chair or Vice Chair or the SECB Chair or Vice Chair.”

On behalf of the OTC, Vice Chair Thomson makes a motion to approve the recommended revisions to Standards 7.1.0, 7.2.0, and 7.3.0.

Droste seconds the motion.

Motion carries.

Vice Chair Thomson introduces a request from Allina Health Emergency Medical Services (AHEMS) to modify its ARMER System Participation Plan to add an IAS server to accommodate for logging due to the obsolescence of the Motorola Gold Elite consoles.

On behalf of the OTC, Vice Chair Thomson makes a motion to approve the AHEMS request.

Risvold seconds the motion.

Motion carries.

Jim Stromberg reports on the Change Management Standard which was tabled by the board last month for additional review. The Change Management Workgroup will meet tomorrow morning with feedback from the Metro Region. If the workgroup finds agreement, the recommendation is that the standard go back to the OTC by way of the regions for regional review. If the workgroup can’t agree, the recommendation is that the standard should go back to the OTC.

Jeff Jelinski notes his concern that the standard was reviewed by all regions and sent to the board and then was pulled because of the concern of one region. Every region had the same opportunity to participate.

On behalf of the OTC, Vice Chair Thomson makes a motion that the Change Management Standard go from the workgroup back to the regions and then to the OTC and then brought back before this board.

Dunaski says this board is somewhat unique in that most of the hard work gets done at the regions and committees and workgroups. By the time items come here, most things have been hashed out but people will not always agree. He notes that now that the ARMER system is built out, we have to talk about how to govern it and that will be the hard part. We would like to take the opportunity to get agreement. We did not get to this point without working very hard to get everyone into the fold.

Jelinski adds that it is his job is to represent Greater Minnesota and he would like to note his disapproval with the process in this situation.

Workman appreciates Jelinski's comments and asks to make sure that the right people are involved. The impression is that maybe there weren't the right people or maybe there was some misunderstandings about the actions that took place.

Thomson adds that this standard will have huge impact on everybody and the number of radios that have the potential to be impacted. He feels that spending the extra time to get it done to everyone's satisfaction would be time well spent.

Mines notes that we do our best to get representation and it is the responsibility of the regional representatives to go back and report to their regions and ask for feedback. We try to find the best person and we try to follow the process.

Motion is retracted. The previous motion remains tabled.

INTEROPERABILITY COMMITTEE

Chair Thomson reports that the committee met and discussed the Scene of Action Repeater SOAR as it is in the change management process. There are no action items for the board today.

LEGISLATIVE & GOVERNMENT AFFAIRS COMMITTEE (WORKMAN)

Chair Workman reports that the committee did not meet in May. The bills which were introduced with language to accelerate the effective date of a sales tax exemption for joint powers boards, instrumentalities of local government and special taxing districts did not pass. If these entities have large purchases to make it might be prudent to hold off a year if possible.

Workman thanks Chair Dunaski for his leadership and his patience with her as she is learning about this work. Dunaski responds that he appreciates Workman's work on the Legislative and Government Affairs Committee.

STEERING COMMITTEE (HARTOG)

Chair Hartog introduces a request from the Steering Committee to add the Indian Affairs Council and the Commissioner of Health to the membership of the SECB.

Mines adds that there has been a lot of discussion with FirstNet about having better engagement with our tribal partners. We have opened up every SECB committee to tribal representation and the northern region has tribal representation on their joint powers board. FirstNet would like to engage with tribes directly and having them on this board will help facilitate that. She adds that the

On behalf of the Steering Committee, Chair Hartog makes a motion to begin seeking the legislative changes necessary to add the Indian Affairs Council and the Department of Health to the SECB.

Humphrey seconds the motion.

Risvold adds that IDC discussed this and is supportive but it was thought that the action should happen through the Steering Committee.

Motion carries.

IPAWS (SEAL)

Chair Seal reports that the committee did not meet this month but additional counties are working toward becoming IPAWS capable.

NG911 COMMITTEE (PANKONIE)

Chair Pankonie reports that the committee is working on security for 9-1-1 telephones in the PSAPs when they transition to NextGen9-1-1.

INTEROPERABLE DATA COMMITTEE (RISVOLD)

Chair Risvold reports that FirstNet is very committed to doing education and outreach to all stakeholders. FirstNet gave a presentation to the Hennepin County Chiefs of Police this month. It was very informative and generated many questions and increased knowledge. He introduces Tim Pierce from FirstNet. Pierce gives a presentation, as presented in the meeting materials.

There is a discussion about what the cost will be. One question is if the state will be expected to come up with any capital outlay for services. Pierce responds that they will have a better idea once the RFP closes and a partner is chosen. The answers are dependent upon what will be brought to the table by the vendor partner.

Risvold adds that if the Governor opts-in, any county or city will still have the opportunity to subscribe to Verizon, ATT, etc. and also to FirstNet. So FirstNet has to be price competitive.

FirstNet clarifies that opt-in/opt-out is whether the state will take responsibility for deploying the towers and the backhaul. Public safety does not have to subscribe to the network and will still have a choice to use other providers. FirstNet will have to provide a service that attracts public safety. If you opt-in, the Governor can make the decision within the first 90 days. After that FirstNet can begin issuing task orders to begin deploying within the state. If the decision is to opt-out, the state would have 180 days to complete an RFP process, select a partner and develop a state plan. That then would need to be submitted to the FCC to see if the state plan is interoperable with FirstNet's plan. We don't know how long the FCC or NTIA will take in making its determinations. Also if a state opts-out, they are assuming responsibility for security.

Chair Dunaski says that in his opinion, and he is not speaking for the Department of Public Safety, that considering the cost and timeline, an opt-out option is not really feasible. It was put in for state's rights but it not really a feasible option.

Discussion about services and options provided and interest in training.

FINANCE COMMITTEE REPORT (GERLICHER)

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

REPORTS – OTHER

ARMER PROJECT STATUS REPORT (MNDOT OEC)

Mukhtar Thakur reports that four sites are on temporary sites; site construction and moves are still in the works. Four sites will be delayed due to delays in land acquisition. MnDOT continues to struggle for right-of-way at two sites.

The 7.15 upgrade is on schedule. It is going pretty smoothly. Remaining will be the outstate consoles. A schedule of which sites will be completed when is in the ARMER report which was submitted in the meeting materials. The schedule is subject to change.

ECN UPDATE

Jackie Mines reports that the Minnesota Interoperability Conference was very successful. She thanks FirstNet for its involvement. About 40% of the conference was about FirstNet. There was also a lot of good information about NextGen9-1-1. She expresses appreciation for all involved in the conference.

Mines and Dana Wahlberg have been negotiating with a vendor for NextGen9-1-1 in Minnesota and Mines anticipates a very positive response. An agreement is expected to be place by July 1.

She has been working with the IDC and workgroups to get people involved with the Consultation Task Teams put together by FirstNet. She also invited people to attend the Public Safety Communications Research Program (PSCR) conference in San Diego in June. It will be a very technical conference. Ten people from Minnesota are planning to attend.

OLD BUSINESS

None.

NEW BUSINESS

Chair Dunaski recognizes Bruce Hegrenes for his public service since 1986 and thanks him for his contributions to this board and to the ARMER system. Dunaski congratulations Hegrenes on his retirement and presents him with a plaque.

Jackie Mines presents Chair Dunaski with a plaque for his years of work and dedication to public safety and to the board and the ARMER system and wishes him well on his retirement. She says that personally it has been a pleasure to report to him and that he has integrity, is always positive, available and fair. Whenever there are issues, he always asks what the fair thing to do is.

Dunaski notes that he completed his officer's training in the same room in 1982 where this, his last, SECB meeting is held. He reads from a letter he received from the Becker County Sheriff's office.

Ulie Seals says he met Dunaski 15 or 20 years ago when he was a helicopter pilot and Seal appreciates all of Dunaski's work and his cooperative and balanced approach.

Mukhtar Thakur thanks Dunaski many times over for his hard work for the ARMER system. He says that it has been a pleasure to work with someone like him who fosters a great working relationship with all of us and challenges the board to take everyone's needs into account. He has great vision and works to always unifying the entities. His has been the best display of chairmanship Thakur has have seen in many years and he will be missed at MnDot. Dunaski has been a true friend to MnDot and public safety and has had a significant impact in the low death rate on the roads. He says, "May you live to 120 years old, with great health and immense wisdom and 120 grandchildren."

Mike Risvold says it has been a privilege to work with Dunaski and commends Dunaski's outstanding professionalism. Risvold notes that when he was in the state patrol, they were having a hard time getting some needed changes made to Highway 12. Dunaski got the right people to the table and improvements were made to the highway and those improvements definitely resulted in saved lives.

Meeting Adjourns at 2:30 p.m.