

STATEWIDE EMERGENCY COMMUNICATION NETWORKS

INTEROPERABILITY COMMITTEE

March 15, 2016 1:00 p.m.
Chair: Dave Thomson
by conference call

MEETING MINUTES

Attendance:

Members/alternates:

Chair: Dave Thomson/vacant—MN Chiefs of Police Association
Vice Chair: Tim Boyer/vacant – Minnesota State Patrol
Victor Wanchena/Steve Ouradnik – MN Dept. of Corrections
Dan DeSmet/Vacant– MN Ambulance Association
Bill Schmidt/Vacant – MN Department of Health
Brian Askin/Dan Kuntz – MN DNR
Tim Lee/Mukhtar Thakur/Brad Peters – MnDOT
Bob Norlen – MN EMSRB
Ron Jansen/Chris Kummer– MESB
John Sanner/vacant – MN Sheriffs Association
Ulise Seal/Vacant – MN Fire Chief's Association
Lance Lehman /Bill O'Donnell –MN Bureau of Crime Apprehension
Pat Coughlin/Vacant – MIFC
Mike Martin/Brian Smith – Federal Seat
B.J. Battig/Vacant – UASI
Tom Simota/vacant– MN National Guard
John Dooley/- HSEM
Michael Wisniewski - HSEM Greater MN
Terry Stoltzman/Vacant – HSEM Region 6
Rick Freshwater/Mark Darnell – SE MN RAC
John Maatz/Paul Johnson - SW MN ECB
Brett Miller/Darrin Haeder – SC MN ECB
Micah Myers/Kristen Lahr/Brandon Larson– Central MN ESB
Kerry Swenson /Bruce Hegrenes– NE MN ECB
Dave Olson/Bryan Green– NW MN ECB
Monte Fronk – Tribal Government
vacant– Association of MN Emergency Managers (AMEM)
**Members attending marked with highlight.*

Guests:

Jim Stromberg, DPS-ECN
Cathy Anderson, DPS-ECN
Carol-Linnea Salmon, DPS-ECN
Rick Juth, DPS-ECN

CALL TO ORDER

Chair Thomson calls the meeting to order at 1:04 p.m.

APPROVAL OF THE AGENDA

Chair Thomson asks for a motion to approve the agenda.

Michael Wisniewski moves to approve the agenda.

Victor Wanchena seconds.

Motion carries.

APPROVAL OF MINUTES

Chair Thomson asks if there are any changes to the January meeting's minutes.

Ron Jansen makes a motion to approve the January minutes.

Wisniewski seconds the motion.

Chair Thomson notes that the title of Standard 3.40.0 is listed as Pursuit and should it be changed to CASM.

Motion carries to approve the minutes as amended.

ACTION ITEMS

STANDARD 3.46.0 (JIM STROMBERG)

Jim Stromberg introduces Standard 3.46.0, Ontario-Minnesota Interop, as presented in the meeting materials. This new standard was written to create procedures for interoperability between Minnesota and Ontario. He reviews of few high level points. Under Technical Background, it states that the radio patch detailed in the standard is for voice interoperability. Constraints are that Minnesota radio users are dependent upon their radios reaching Minnesota towers and Ontario users are dependent upon their radios reaching Ontario towers. Features such as radio identification and emergency alarms will not pass to the other radio system. As with any patch, there could be a short delay. Stromberg adds that the standard is predicated upon a Memorandum of Understanding (MOU) between Ontario and Minnesota dated June 2015. The MOU establishes many of the responsibilities identified in the standard. It identifies the parties of the agreement to be "police" and that "radio interoperability shall be for police communications at the operational level." In drafting this standard, police communications was defined as ARMER communications. The patch will be enabled by the Minnesota State Patrol by either side, Minnesota or Ontario, contacting the Minnesota State Patrol dispatch. Tim Boyer of the Minnesota State Patrol was engaged in creating this standard and supports this process. A weekly test is required. Plain English shall be used. The Statewide Interoperability Coordinator (SWIC) is responsible for supervising and managing the standard.

Chair Thomson calls for questions.

Someone asks what would the user on the Minnesota side select?

Stromberg responds that it can be whatever is in use at the time. If it is a Northeast TAC or an S-TAC or an L-TAC, those could be patched. If the event started in Minnesota, it is probably going to already have a channel assigned to it and if it starts on the Ontario side it will depend on the entity that is being engaged, such as a fire or a lost camper—different resources would be engaged depending upon who is responding.

Bill Schmidt makes a motion to approve Standard 3.46.0.

Monte Fronk seconds the motion.

Motion carries.

NEW BUSINESS

ATTENDANCE AND ROSTER (CHAIR THOMSON)

Chair Thomson calls attention to the 2015 attendance spreadsheet which was submitted in the meeting materials. He notes and thanks those who have attended the meetings regularly. He adds that there were some representatives who did not attend last year. He will contact those agencies to see if they have an interest in participation. If there is no interest, the Chair will ask for an action item to drop those members from the committee roster.

POWER POINT TEMPLATES (JIM STROMBERG)

Stromberg reports that the Steering Committee tasked its Education and Outreach workgroup to work on branding for the SECB. DPC Communications created a yellow swish with the letters SECB and that graphic has been applied to letter head and PowerPoints with the purpose of identifying communications that come from the SECB. PowerPoint templates were created for each SECB committee and are available on the SECB website. When a presentation is made on behalf of the SECB or one of its committees, those power point templates should be used.

REPORTS

ECN REPORT (JIM STROMBERG)

Stromberg will report each month on projects that have been prioritized by Chair Thomson and Director Mines. All of the projects are on track. Details are in the reports that were submitted in the meeting materials.

The projects are:

- Website updates for the ARMER Interop pages
- Review of strategic reserve equipment
- Border state interoperability
- Direction and planning for the COMU program
- COML and COMTE training and exercises

CASM and TICP

Stromberg reports that the CASM workgroup decided that the TICP should not be included in the CASM standard. The workgroup found that the TICP was not kept current and there was little evidence of it being used and questioned its value. The only requirement for it that the workgroup could find was that it was necessary for the Metro region to be eligible for a federal grant. The CASM Standard was approved by this committee and then the SECB without any TICP requirement. The CASM workgroup started discussing the CASM TICP and drafting a new

standard but questioned if it is a necessary standard. The Metro has a standard that is well written and easy to update and the region plans to keep it current. None of the other regions could think of a reason to keep TICP. Stromberg has tasked those on the CASM workgroup to come up with a reason to keep TICP.

RECCWG FEMA Region 5 Meeting

Stromberg reports that he, John Dooly and Monte Fronk are members of the Regional Emergency Communications Coordination Working Group (RECCWG) and they recently attended a FEMA Region 5 meeting of RECCWG. John Dooley was named Vice Chair. The workgroup discussed what it means for a COML or COMT to be deployable. Stromberg believes this is something to discuss in Minnesota as well.

FEMA Region 5 is also looking at ISSI. Motorola attended the meeting and gave a technical summary. Feedback from meeting participants was that it seems like a good tool but there were a lot of questions about whether it was worth the cost.

There are new rules being released federally which will empower state SWICs to authorize local users to use federal interop channels. This is not finalized yet.

Jim Jarvis, of Minnesota's Office of Emergency Communications, presented on the priorities for SAFECOM. The federal program wants to ensure that Statewide Communications Interoperability Plans (SCIP) align with federal plans. This summer Minnesota will review its SCIP. Another SAFECOM priority for 2016 is the COMU program. The SAFECOM will visit several urban areas in the country to evaluate the COMs capabilities beyond land mobile radio.

The RECCWG group has a training and exercise workgroup that includes Minnesota, Wisconsin, Michigan, Indiana and Ohio. The Region 5 group agreed that more training should be done on national interop channels and that more leadership training is necessary for COMLs. It was also determined that more work is necessary as it relates to international communications. Stromberg updated on our Ontario and Manitoba initiatives.

Chair Thomson asks if any other states are working with Ontario and Manitoba. Stromberg replied that there is a Canadian/US working group. A lot of their work seems to be centered on the Great Lakes states. Stromberg does not know what the progress has been beyond discussions. Nobody else reported on it at the meeting.

Chair Thomson asks if there are any Federal IO channels within the 800 band where we can exploit those resources on our current subscribers. Stromberg thinks that everything the feds are using now is on VHF and UHF. It might be possible to use them via patches but we couldn't make it inherent in our 800 system. States were encouraged to program in the federal VHF and UHF on their cache radios if possible.

ADJOURN

Meeting adjourns at 1:29 p.m.