

STATEWIDE EMERGENCY COMMUNICATIONS BOARD LEGISLATIVE COMMITTEE

February 5, 2015
Conference Call

MEETING MINUTES

Attendance:

Present

X	JimMcMahon/ Thomas Kaase - Committee Chair/AMC Greater MN
X	Thomas Egan/ Karla Bigham / Jill Rohret - MESB
X	Mukhtar Thakur /Tim Lee- MnDOT
	Buck McAlpin –MN Ambulance Assn. Metro
	Scott Reiten– MN Ambulance Assn, Greater Minnesota
	/Sandra Westerman-MSA
	Nyle Zikmund – Minnesota State Fire Chiefs Association
	Cari Gerlicher – Minnesota Police Chiefs
	Craig Buness/Doug Krier – NW Regional Radio Board
X	Jeff Jelinski /Micah Myers – Central ESB

*members attending marked with highlight

Others Present:

Jackie Mines – ECN
Dave Eischens – Motorola
Carol-Linnea Salmon –ECN
Rick Juth- ECN
Mike Fink, Motorola
Adam Iten, State of MN

CALL TO ORDER

Chair Kaase calls the meeting to order at 10:06 a.m. with no quorum. This meeting will be informational only.

NEW BUSINESS /DISCUSSION ITEMS

SECB Strategic Direction Two Pager

Jackie Mines introduces the SECB Strategic Direction handout, as presented in the meeting materials. Mines says she wants to be sure the members of the committee have this item as they speak with legislators.

The strategic direction is a result of the SECB Strategic Planning Session that was held in September. The Steering Committee has approved this as a living document, meaning there may be changes to it particularly as the longer strategic plan is developed. It is a work in progress but was developed now so there would be something to use with newly elected officials, sheriffs, etc. and also during the legislative session. ECN is asking for an increase in the budget to fund the initiatives that are identified in this document.

Kaase says he likes that it's streamlined and has key talking points. He likes that it's a simple form and easier to understand. He says the two page format is a helpful length for busy legislators.

Jeff Jelinski concurs. He likes that it presents the information in language that does not require a technical background to understand.

Announcement of Chair Opening

Chair Kaase announces that because his other commitments have changed he is stepping down from the committee and the position of Chair. He will contact the AMC to ask that they name a replacement for his position as alternate representative for the AMC.

Anyone interested in chairing this committee should contact Jackie Mines.

Introducing the Budget Request which was Approved by the Governor's Office

Mines introduces the Biennial Budget Change Item, as presented in the meeting materials. The request was approved last week when the Governor approved his budget.

Mines says that based on the Strategic Planning Session, the SECB has identified that it wants to continue with upgrades to the ARMER system over the next five years. That will include the 7.19 upgrade. There is a large cost to that upgrade for some local entities that were on the system early on. She notes the \$3,250,000 item in the document listed for Grants to Local Governments. These funds are to provide a 50% matching grant to local governments for specific equipment needed for the 7.19 upgrade. Under the operating increase, \$2,500,000 goes to MnDot. That leaves a \$2,963,000 increase to ECN's operating budget to support the new initiatives and the SECB. Those functions have increased dramatically over the last few years. ECN is asking for two full time employees to be added to the division.

The Next Generation initiatives cover the GIS project as well as Text-to-911 implementation. Initially MN.IT was asking for additional money to do their portion of the GIS project but that was not approved in the Governor's budget so ECN will be covering the entire cost of that project.

Mukhtar Thakur notes that the Budget Change Item in the meeting materials lists an operating increase of \$5,450,000. Mines says the wrong version of the budget was sent to the committee. The Governor's office initially said it would give \$13,400,000 but they came back and with \$13,413,000. Mines will send the updated budget.

Mines says this Budget Change Item is in the Governor's budget to the legislature which will be presented next week to the House and Senate Public Safety Committees. If committee members would like to encourage support for this funding initiative, please call Chair Dibble in the Senate

and Representative Cornish in the House.

Attendance and Identifying Open Seats

Chair Kaase notes the vacancies on the membership list. There are no representatives on the committee from the NE, SE, and SW regions.

Jelinski suggests that this be put on the agenda of the quarterly leadership meeting in St. Cloud for discussion and encouragement of participation. He will email Mr. Hamman to ask to put it on the agenda.

Chair Kaase will let the AMC know his seat will need to be filled. Kaase says the SE has its joint RAC and RRB next month and he will bring it up there as well to encourage participation from the SE region.

Meeting adjourns at 10:26

STATEWIDE EMERGENCY COMMUNICATIONS BOARD LEGISLATIVE COMMITTEE

March 5, 2015
Conference Call

MEETING MINUTES

Attendance:

Present

X JimMcMahon /AMC Greater MN
X Thomas Egan/ Karla Bigham/**Jill Rohret** - MESB
X **Mukhtar Thakur**/Tim Lee- MnDOT
Buck McAlpin –MN Ambulance Assn. Metro
Scott Reiten– MN Ambulance Assn, Greater Minnesota
/Sandra Westerman-MSA
Nyle Zikmund – Minnesota State Fire Chiefs Association
Cari Gerlicher – Minnesota Police Chiefs
Craig Buess/Doug Krier – NW ECB
X Jeff Jelinski/**Micah Myers** – Central ESB
Kent Wilkening/vacant – SW ECB

*members attending marked with highlight

Others Present:

Jackie Mines – ECN
Dave Eischens – Motorola
Carol-Linnea Salmon –ECN
Rick Juth- ECN
Mike Fink, Motorola
Adam Iten, State of MN

CALL TO ORDER

Director Mines calls the meeting to order at 10:06 a.m. with no quorum. This meeting will be informational only.

NEW BUSINESS /DISCUSSION ITEMS

- ECN Budget Initiatives
- NG911 GIS Project Brief
- Text-to-911 One Pager

Meeting opens with a discussion about how to increase participation in the committee. Jackie Mines says the struggle she has is that there is feedback on the governance structure report that ECN has too much influence. She thinks we need regional representations. This committee needs to be driving the agenda now for what we want to see in the next legislative session.

She adds that if the SECB budget had not been approved by the governor, ECN couldn't lobby for it. We've been really lucky so far. She did a presentation yesterday in front of the House Public Safety Committee and the questions were easy but we need to be prepared for when it doesn't go as well.

Discussion about hiring a lobbyist. About needing a strong committee chair. This committee needs to be working all the time so it can be effective when it's needed. Have this group give reports back to the state committees and regional boards—it is going to take some outreach. Lobbyists are helpful but are not the ones that keep the committee alive. Go to the regions to tell them what is happening and why it's important.

Mines says on Weds she went to the House Public Safety Committee they asked for her to do an in-depth presentation on why we are asking for so much money she didn't send emails out to everybody because it was not a decision making time only informational she thought she would see who was supportive and who had concerned she would send emails out to ask people to send emails to the certain legislator please support the entire funding report. She will be putting that together for everybody but if you watching things as well—that website is easy to use—

Wilkening says it sounds like something is in place so things don't slip through the cracks but it takes up a lot of your time.

Mines says it's very helpful that MESB has a lobbyist because she is paid to be there all the time.

Margaret is MESBs lobbyist.

Mukhtar says what Jackie explained is the process that is operational for most state agencies because as a state agency we can't hire a person to look out for our interests. So we have one person out there who looks out for

They send out an email to say this is the legislation that is proposed. Mukhtar says most of the times the things work well but sometimes it happens in the legislative hustle and it may happen again but that is very rare.

Mukhtar whatever it is we do, we do need to have a legislative committee that is active because it can keep the historical information and the committee can provide the longevity to the legislature

Mines says key decision point times—when the budget goes to the governor, then the deadline when every bill has to have been passed through either a house or senate committee, and then the last one is at the end of session. Budget bills usually go to the last night of session.

Mines summarizes that we want to have this as a discussion item on the March SECB meeting and she thinks it would help if you talk about it as representatives of the committee without a chair instead of Jackie,

We will also ask each of the regions to discuss the issue of having enough support on the committee, the makeup of the committee, flexibility on the chair.

Maybe you could solicit some people to meet at the Interop

Mines will help the RICs understand the situation and bring it forward to the regions to discuss.

Mukhtar says you can ask at any time if she needs some support at the Legislature she can ask him.

Mines says the commissioner has presented the whole DPS budget to the House and Senate Committees that are responsible for Public Safety. Senator Ross and Rep Cornish. Yesterday Mines gave a presentation to the House Committee – Cornish. She presented a document called budget initiatives, which was in the packet for this meeting as well. One of the legislators was concerned about the cost of these initiatives at the local level.

Mines points out the handout in the meeting packet. It can be used with anybody in your region-- commissioners, legislators. Also in today's meeting packet is a GIS project brief and a Text-to-911 project brief. The biggest concern at the capital about GIS is if we are able to track people. This is the biggest misconception she hears. She tells them it is not about that -- it's so the PSAP can direct a call to the right PSAP more accurately so we can locate people. Mines says regarding Text-to-911—we have a whole population of people—deaf and hard of hearing—who need this. It's not about replacing voice but having the ability to add text for those who need it or for when it is needed.

Meeting adjourns at 10:55 a.m.

STATEWIDE EMERGENCY COMMUNICATIONS BOARD LEGISLATIVE COMMITTEE

April 2, 2015
Conference Call

MEETING MINUTES

Attendance:

Members/alternates present:

Jim McMahon /AMC Greater MN

Thomas Egan/ Karla Bigham/Jill Rohret - MESB

Mukhtar Thakur/Tim Lee- MnDOT

Buck McAlpin –MN Ambulance Assn. Metro

Scott Reiten– MN Ambulance Assn, Greater Minnesota

Rich Stanek/Sandra Westerman-MSA

Nyle Zikmund – Minnesota State Fire Chiefs Association

Cari Gerlicher – Minnesota Police Chiefs

Craig Buess/Doug Krier – NW Regional Radio Board

Jeff Jelinski/Micah Myers – Central ESB

Kent Wilkening – Southwest Emergency Communications Board

*members attending marked with highlight

Others Present:

Jackie Mines – ECN

Carol-Linnea Salmon –ECN

Troy Langley, Central MN

Dave Eischens – Motorola

CALL TO ORDER

There was not a quorum. This meeting will be informational only.

NEW BUSINESS /DISCUSSION ITEMS

Jackie Mines reports that at its last meeting the SECB asked that the Steering Committee take a look at the make-up of the Legislative Committee. Mines thinks the Legislative Committee membership may need to be adjusted to have more regional representation in order to bolster participation throughout the year. She encourages those on the call today to attend the next Steering Committee, either in person or by conference call, to give advice and recommendations.

Mines reports on two bills at the Legislature.

The first is a VoIP bill, which would allow telephone carriers that are putting in VoIP switches to

call themselves VoIP providers, which takes away the PUC authority over them. They are trying to do this to level the playing field with other providers. The bottom line is that there are some PUC requirements that are specifically identified in our 403 legislation. Mines has worked with MESB and the House Legislative staff to address the changes and the language that we want to see and we've gotten consensus on that. That will be good in preserving the authority we have and the authority the PUC has over a carrier that calls itself a VoIP provider, as it pertains to 9-1-1. Mines is not too concerned about this bill and thinks it may not pass because it has a lot of problems from a PUC regulatory standpoint.

Mines reports that our budget initiative was heard in the House last month. DPS did a presentation for the House Public Safety Committee. That went very well and then they asked for ECN to come back and do another presentation. The questions were not real concerning.

The biggest concern we might have is that the Governor's budget is bigger than the Republican's budget and so they will want to look for ways to bring those two closer together. Mines doesn't know if we need to be worried because we are not funded out of the general fund but it can still become a bargaining tool.

Mines says it would be helpful for committee members to send emails to the legislators in both the House Public Safety Committee under Representative Cornish and the Senate Judiciary Committee under Senator Latz. She suggests it's important to note that these initiatives are driven by the SECB's long range planning and that you support those from a public safety perspective as well as a funding perspective at the local level. The comments she hears back usually have to do with questions about costs at the local level and local support. It's important that they hear from you saying we understand, we support this, this is where we are going. On April 9, ECN will give its budget overview to the Judiciary Committee so it would be helpful to contact them right before or right after that meeting.

Sandra Westerman will work on getting a letter of support from the MN Sheriff's Association.

Mines reports that Cari Gerlicher is going to represent the Chiefs of Police.

Westerman will reach out to Buck McAlpin to see if he can help with the Ambulance Association.

Jill Rohret will help with the Fire Chiefs. Mines says Ulie Seal also said he would also help. Rohret will work with him.

Mines says after April 9, once the budgets pass out of committee, they will go on to a joint committee and that will be a new group of legislators. When that happens and when she knows who the new group of legislators is, she will send out an email. Once we hit that point, then it will be helpful to watch your emails for updates. She will particularly target those on the call today because you've identified a keen interest in helping. There are a few other associations that are interested as well. She will do a targeted emailing to make sure everyone is up-to-date.

Mines say she appreciates those on the call always participating and is thankful that she has a core group of people to depend upon. Please give her a call with any questions or concerns.

Call ends at 10:16 a.m.

STATEWIDE EMERGENCY COMMUNICATIONS BOARD LEGISLATIVE COMMITTEE

May 7, 2015
10:00 a.m. Conference Call

MEETING MINUTES

Attendance:

Members/alternates present:

Liz Workman/Assoc. of MN Counties, Metro
JimMcMahon /AMC Greater MN
Thomas Egan/ Karla Bigham/Jill Rohret - MESB
Mukhtar Thakur/Tim Lee- MnDOT
Buck McAlpin –MN Ambulance Assn. Metro
Scott Reiten– MN Ambulance Assn, Greater Minnesota
Rich Stanek/Sandra Westerman-MSA
Nyle Zikmund – Minnesota State Fire Chiefs Association
Cari Gerlicher – Minnesota Police Chiefs
Craig Bunes/Doug Krier – NW Regional Radio Board
Jeff Jelinski/Micah Myers – Central ESB
Kent Wilkening – Southwest Emergency Communications Board
*members attending marked with highlight

Others Present:

Troy Langlie – Grant County
Jackie Mines – ECN
Cathy Anderson – ECN
Randy Donahue – ECN
Mike Fink – Motorola

CALL TO ORDER

Jackie Mines opens the meeting at 10:02 with no quorum.

Approval of Agenda

Unable to approve agenda as there was no quorum.

Approval of Previous Meeting Minutes (November 2014 and April 2015)

Unable to approve previous minutes as there was no quorum.

NEW BUSINESS /DISCUSSION ITEMS

Mines says that Commissioner Workman from the Metro Region has graciously volunteered to be the new Chair of this committee.

She says the Steering Committee is reviewing by-laws and looking at representation. This group should weigh in on what you want to see the makeup of the group to be. The formal makeup of the committee currently is one primary and one alternate from each public safety association. They have appointed their lobbyists or association president with the exception of the MSA. Unfortunately, they're not always the best people to have on the committee because they are not involved in the day to day challenges.

Mines would like to see this committee put together their recommendation to Steering as to who should be on the Legislative Committee and indicate the bare minimum as to what we should have for the makeup of the committee. It should be discussed and brought forward to Steering, since they will be making changes to by-laws.

Sheriff Wilkening says at a minimum there should be a primary and an alternate from each region on the committee and also keep MSA, chiefs, and whoever else is on it now. It is important to have representation from each of the regions.

Jeff Jelinski asks Wilkening if he is representing the Sheriff's Association on this committee. Wilkening says no, he was selected to represent the SW region.

Jelinski asks if there should be someone representing the Sheriff's Association, and Sandra Westerman says she is here on behalf of Sheriff Stanek.

She asks if we want to have additional representation, like two appointees from Minnesota if there is not already an alternate for the MSA.

Mines says right now Stanek is the MSA representative and confirms if Westerman is his representative. Westerman says that's the way it was intended and at one point, there was an alternate listed from outstate Minnesota.

Westerman says it would be helpful to get one sheriff from each district to be on the Legislative Committee, because a lot of the work is being able to connect with legislators, since they have the connections.

Westerman says we should talk to Jim Franklin and see what he thinks about that recommendation. If one from each sheriff's district served on the Legislative Committee, that would be helpful. She mentions there is reluctance because of the big time commitment but says it seems to be only during session that we continue the monthly calls, and a lot of time the calls are cancelled.

Micah Myers says we should be planning now for what the initiatives are for next year as opposed to waiting until the session is upon us.

Westerman asks what it is we're trying to fix.

Mines says the problem statement is we can't get a quorum of people who sit on the committee. The by-laws identified members from the Sheriffs' Association, Fire Chiefs Association, Police Chief's Association, and the Ambulance Association, but the people who have been identified are their chief lobbyists and during session, they have more stuff on their plate so they won't show up for the meeting.

She says when not in session, it's not necessarily big on their radar. She feels we need to use them and be open to their attendance but not sure in all cases if they are the right people to represent that association. The lobbyist has a lot of other things going on and is not usually paid staff, so they could have another job on the side. Our problem with this Legislative Committee is that these particular people who have been named are not always the appropriate people from those associations.

If you have two from every region representing police, sheriff, ambulance, fire, one could be operational and the other could be technical or we can make sure we have a mix of police, sheriff, ambulance, fire and commissioners so they can take the message back to the associations. This committee needs people who are interested and will to go to the legislature, like Commissioner Jelinski motivating others like the Association of Minnesota Counties to adopt our legislative agenda.

The purpose of this committee is to help those organizations adopt the legislative agenda you want from the SECB. It is better if we make sure we have fire, police, ambulance, and sheriff's associations covered but need people from the regions who should be engaged, as well, for a regional perspective, especially when we need input about things that may affect rural Minnesota versus Metro.

Wilkening says he thinks we are on the right track and that we need representation from each of the regions but mentioned that when you put a call out about needing people at the Capitol, it's historically been the ones who live closer to metro because they can get there right away. He says he is 3-1/2 hours from the cities, so it is harder to get there on short notice. The Metro "faces" are usually the ones seen at the Capitol a lot more frequently because it is easier for them to get there.

Mines asks for thoughts about what Wilkening said. Troy Langlie asks for clarification if the intent is to look at making the Legislative Committee a subcommittee of Steering, and Mines says that is not her intent and it is up to the committee to decide.

Langlie asks if the discussion is how to reorganize the committee to make it a functional committee.

Mines says the Steering Committee reviews by-laws and decides when by-laws will be changed. She says it is an open meeting so you have an opportunity to weigh in. They will be making decisions at the next meeting and reminds people that the by-laws can't be changed without 2/3 majority vote on the Board. There is time to weigh in, but decisions might get made in Steering without your input. Mines, Wilkening, and Thakur all sit on Steering Committee and can take ideas forward if necessary.

Westerman asks what the need for a quorum is if we don't have stuff we act on, if we only report out. From her perspective the need for a quorum is less important as the need for people to be engaged and follow through with their respective associations.

Mines disagrees because the governor's approved budget may not always be in agreement with an SECB request. If that were the case, this committee would need to lobby independently and run that on their own, and she would need to step back. Mines cites the example of the 7.19 upgrade. Had this not been approved by the Governor, the legislative committee would need to lobby for it independently. State agencies cannot lobby against the Governor's approved budget.

She says a lot of what is being done is being pushed by her, so the impression is that ECN is running things and not the agenda of the SECB. In an effort to make sure people are engaged with the SECB initiatives, you have to start making that plan now. The next session initiatives are requested by the Governor's office in June of the preceding year.

Mukhtar Thakur says this committee is important because it is the history of where we have come from and where we are going to in the future. We need people who are knowledgeable about what has happened and some that are interested in making sure we'll get to whatever the future holds. Ultimately in all these historical and future perspectives, the issue involving legislature is key and having knowledgeable people is a tremendous access.

Mines says the importance of meeting throughout the year is to work with the Board initiatives and help identify a legislative and budget strategy to support those initiatives. To Mukhtar's point, this is continuity that we have been missing in the makeup.

Thakur says people coming to the legislature from outstate may carry more weight because they have traveled a long way and demonstrates people are interested in what they have to say, and they could get stronger support than locals get because of how far they have come.

Tom Egan says Thakur's point is well taken. If you travel, it shows a commitment that may not come from someone who lives in the metro area and doesn't convey the same level of commitment.

Mines says there's more to support at the Capitol than running up there at the last minute. People can call their reps or drop an email. Different associations have Capitol legislative day. We haven't done that in the past, but individuals in this group could ask what messages this group would like them to bring to their day at the Capitol. It would be great to see this group develop a strategy and then utilize every opportunity to send a consistent message from the SECB.

She invites the group to attend the Steering committee by calling in or attending in person at North Memorial in Brooklyn Center off of I94.

Mines will pass along that this group feels there should be a primary and alternate from each regional, but we want to make sure all regions are covered.

LEGISLATIVE UPDATE (Jackie Mines)

Mines says the Conference committee accepted our budget. They met yesterday, and it is one of the few things that is all the same, and it was accepted. That doesn't mean it's passed so we are not out of the woods yet, but it is a good sign.

She says if anything comes up, she will let everyone know. She suspects this week and next, they will be spending the majority of time trying to work out details of other budget items.

Westerman says they went through the markup yesterday and put aside the items that don't need a lot of attention that there is not much need for advocacy on the budget at this point.

Mines says she is very appreciative to everyone's work by sending out letters and contacting legislators. She feels the success is due to the board having a Strategic Plan and we had all the major organizations up there lobbying for it.

MESB, MSA, AMC were all very supportive by adding it to their legislative priorities. We got a lot of good support, which made things go more smoothly. The preplanning we did was very important, too. She feels planning for initiatives going forward is very important.

Thakur thanks Mines for a lot of hard work.

Mines says we will have a meeting next month to welcome Chair Workman and mentions the next Steering Committee Meeting is at 1:00 p.m. on Wednesday, May 13.

Meeting concluded at 10:27 p.m.

STATEWIDE EMERGENCY COMMUNICATIONS BOARD LEGISLATIVE COMMITTEE

June 4, 2015
10:00 a.m. Conference Call

MEETING MINUTES

Attendance:

Members/alternates present:

Liz Workman / Assoc. of MN Counties, Metro
Jim McMahon / AMC Greater MN
Thomas Egan/ Karla Bigham/ Jill Rohret - MESB
Mukhtar Thakur/Tim Lee- MnDOT
Buck McAlpin –MN Ambulance Assn. Metro
Scott Reiten– MN Ambulance Assn, Greater Minnesota
Rich Stanek/Sandra Westerman-MSA
Nyle Zikmund – Minnesota State Fire Chiefs Association
Cari Gerlicher – Minnesota Police Chiefs
Craig Bunes/Doug Krier – NW Regional Radio Board
Jeff Jelinski/Micah Myers – Central ESB
Kent Wilkening – Southwest Emergency Communications Board

*members attending marked with highlight

Others Present:

Jackie Mines – ECN
Carol Salmon– ECN
Rubin Walker - ECN
Dave Eischens– Motorola

CALL TO ORDER

Discussion about committee membership and what changes can be made to increase attendance and participation.

Chair Workman invokes Article III, Number 2 of the SECB bylaws, listed below, to determine that there is a quorum for the meeting and calls the meeting to order.

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.

Approval of Agenda

Micah Myers moves to approve the agenda.

Jill Rohret seconds.

Motion carries.

Approval of Previous Meeting Minutes

Rohret moves to approve the November meeting minutes.

Myers seconds.

Motion carries.

NEW BUSINESS /DISCUSSION ITEMS

- Steering Committee Suggestions Regarding Membership

Chair Workman would like to send letters to those members who have failed to meet the attendance requirement, as stated in the SECB bylaws and listed above, requesting a replacement designee.

Review of the Steering Committee's proposed changes to the SECB bylaws, as submitted in the meeting materials, to change the membership of the Legislative/Government Affairs Committee. The change would add one representative and one alternate from each regional emergency communications or emergency services board and also from the Minnesota Indian Affairs Council or Tribal Government.

Discussion about what would be the most effective membership for the committee. Agreement that the preference would be that the representatives from the associations should not be lobbyists. Regional representatives could be association members. Discussion about as a best practice to try with each set of representative and alternate to have one from metro and one from greater Minnesota.

It is reported that there was discussion at the Steering Committee about requesting the Legislative Committee to take on an outreach and education role and to change the name to Legislative and Government Affairs and Outreach Committee. The committee would like more clarification from the Steering Committee about what the expectations are regarding education and outreach.

Myers moves to accept the Steering Committee's suggestions regarding membership and to add "And Outreach" to the committee's name.

Rohret seconds.

Motion carries.

- Committee Goals

Discussion about what the Steering Committee's expectations are regarding outreach. Decision to table the discussion of goals until the next meeting and ask the Steering Committee for clarification.

- FirstNet Second Public Notice and Minnesota's Response

Jackie Mines reviews for the committee that in Minnesota's response to FirstNet's second public notice concerns were expressed about how FirstNet views the state plan as not a contractual obligation. A few other concerns raised as well. Mines attended the meeting where the FirstNet staff presented to the FirstNet board the outcomes of all of the responses. She reports that for the most part the comments submitted were viewed in a positive light. If there were concerns expressed FirstNet placed them into a category called neutral with concerns expressed. Overall FirstNet was appreciative of the comments even where concerns were raised. Most of the disagreements were of a technical nature on the law.

Workman asks if FirstNet will respond to the comments or will they agree to disagree. Mines responds that FirstNet is not required by law to ask for feedback and therefore also not obligated to make changes based on the feedback.

Discussion about concerns that there is a lack of transparency and about informing Minnesota's federal legislators about the concerns raised in Minnesota's response to FirstNet. Agreement to draft a letter informing Minnesota's federal legislators of Minnesota's response to FirstNet's public notices.

Mines says Senator Klobuchar sits on the oversight committee.

Rohret will draft a letter and Mines will review it.

Myers moves that the committee draft a letter to Minnesota's federal legislators to inform them of Minnesota's response to FirstNet's public notices and submit the letter to the SECB for approval.

Rohret seconds.

Motion carries.

Myers moves to adjourn.

Rohret seconds.

Motion carries.

Meeting adjourns at 11:20 a.m.

STATEWIDE EMERGENCY COMMUNICATIONS BOARD LEGISLATIVE COMMITTEE

July 2, 2015
10:00 a.m. Conference Call

MEETING MINUTES

Attendance:

Members/alternates present:

Liz Workman / Assoc. of MN Counties, Metro
Jim McMahon / AMC Greater MN
Thomas Egan / Karla Bigham / Jill Rohret - MESB
Mukhtar Thakur / Tim Lee - MnDOT
Buck McAlpin - MN Ambulance Assn. Metro
Scott Reiten - MN Ambulance Assn, Greater Minnesota
/ Sandra Westerman-MSA
Nyle Zikmund - Minnesota State Fire Chiefs Association
Cari Gerlicher - Minnesota Police Chiefs
Craig Bunes/Doug Krier - NW Regional Radio Board
Jeff Jelinski / Micah Myers - Central ESB
Kent Wilkening - Southwest Emergency Communications Board

*members attending marked with highlight

Others Present:

Carol Salmon - ECN

CALL TO ORDER

Chair Workman invokes Article III, Number 2 of the SECB bylaws, listed below, to determine that there is a quorum for the meeting and calls the meeting to order.

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 calls meeting to order at 10:00 a.m.

Approval of Agenda

Thomas Egan moves to approve the agenda.
Jeff Jelinski seconds.
Motion carries.

Approval of Previous Meeting Minutes

Jelinski moves to approve the June meeting minutes.
Egan seconds.
Motion carries.

NEW BUSINESS /DISCUSSION ITEMS

- Membership

Chair Workman introduces the topic saying that she has heard there is a struggle getting people to attend this meeting. She reports that the Steering Committee recommended the addition of representatives from the region and that it be a mixture of county commissioners and others. The SECB approved this change to the bylaws at the last meeting.

Jelinski suggests that Paul Anderson, Commissioner from Douglas County, would be good addition. Anderson has attended different regional committees routinely, probably more RAC and O & O meetings than most commissioners. Jelinski suggest that the regional radio boards should make an effort to solicit volunteers.

Chair Workman asks if letters have gone out to each of the associations regarding attendance and soliciting new or replacement representatives.

Carol Salmon responds that letters have not gone out and she and Jackie Mines will work on them.

Egan says we had a conversation about this at an earlier meeting—one of the things we discussed was having as strong representation from greater Minnesota as we possibly can. The legislature is very cognoscente of how difficult it is to get people from greater Minnesota to participate and they take greater notice of people travelling long distances. We should work on getting more representation from greater Minnesota—motivate and encourage as much as possible.

Discussion about the committee sending a letter to all of the regional radio boards requesting volunteers and identifying the importance of having regional people involved. This committee is very important as it works with gaining legislative support and funding for SECB initiatives and local grant money. The committee should also send letters to existing members who haven't participated saying that due to lack of participation we are requesting the associations (and others) appoint replacement representatives that would be more available for committee participation. The letter should encourage that alternates are appointed as well. The bylaws require that a representative or alternate attend 75% of the meetings to maintain voting privileges.

Someone asks Rohret if she will continue to participate on this committee (given her new position at MESB). She responds that she will.

Mukhtar Thakur adds his support to what has been said. People from greater Minnesota have a lot more visible impact at the legislature, especially someone who has taken the trouble to drive several hours to get to a meeting. Another other reason for the importance of this committee's work is that the legislators change often. What tends to happen is that the historical context of the information gets lost. The Legislative Committee is the carrier of the history of where we come from and where we are going. This committee carries the historical perspective and brings it to the legislature.

- Committee Goals

Chair Workman says last month Micah Myers mention that there were several pieces of legislation that made their way to St. Paul but didn't pass but it sounded like something that could come back again. One of the committee goals is to try to stay ahead of or be aware of upcoming legislation. She asks if anyone knows anything more about what legislation Myers was referencing.

Rohret says it is important that the committee can connect quickly to give feedback on bills as they can come up. The ones Myers was referring to had to do with MNIT. She looked at them and doesn't know what Myers' concern was. In the past there has been concern about SECB going under MNIT's umbrella. This came up a couple of years ago but SECB stayed under DPS. MNIT was supposed to do a study about whether SECB should be under MNIT but the study doesn't exist. Public Safety feels this should be better under public safety. She didn't see that type of language in the bills Myers was referring to. But this committee needs to be able to respond in a timely fashion as bills are introduced.

Jelinski asks if she is talking about the committee sending a letter of support.

Rohret says at times it could be letters of support, at times it can be asking to talk to your own legislators. It's very convenient that her office is down the street from the capital and it's easy for her to talk to the legislature but it's more effective when they hear from their own constituents.

Discussion about goals for the committee.

Rohret says a goal for this committee would be to come up with an annual legislative agenda and put together talking points to distribute to committee and SECB members at the beginning of session so we speak with a unified voice.

Workman says another goal would be to increase attendance at this meeting. If you know of someone who is on this committee who has not been attending will you please put in a plug. We don't have the networking and responsiveness with a small group. We can ask our lobbyist to talk about things but we need to know what's coming up.

Egan says the lobbyists are only as effective as the information they receive. Once we develop our goals and objectives and have a legislative platform developed, then we can inform our lobbyists. This committee should be a dynamic group and be prepared to track legislation and make adjustments. Egan suggests looking at the MN Inter-county Association (MICA) and also the AMC at their legislative agendas as examples. Not to reinvent the wheel.

Workman asks who the leaders in the house and senate are who deal with public safety.

Rohret says ECN and MESB have been working on identifying a group of four –two in the House and two in the Senate who could be champions. Tony Cornish is the Chair of the House Public Safety Committee. ECN was switched from the Transportation Committee to Judiciary. Senator Latz is the Chair of this committee. These two would be important to have as champions.

Rohret says it would be nice at a future meeting to have Myers or someone come and talk about those bills and start thinking about what a stance from the SECB would be. She will talk with Myers to see if he can suggest legislation we should be tracking and also with the MESB lobby group to see what they are aware of for the upcoming session. Rohret says at MESB they will be having a session wrap up and they can provide that. If notice goes out to membership earlier enough—do you know of any bills coming up –send it out so we can review it.

Workman says it would be nice to tap into the regions if they know of any legislative issues that they are tracking.

Wilkening says he will go back to his RAC and ECB and finding out if there is anything they think this committee should be looking at so we can be proactive.

Rohret asks Wilkening if he would also ask the Sheriff's Association. He agrees to do so.

Workman sums up suggest goals for the committee are to increase membership and participation, to develop a legislative platform and to track legislation.

OTHER BUSINESS

Workman gives an update on the FirstNet letter. The SECB is going to not send the letter just yet. SECB Chair Dunaski wanted to brief the Governor on it before it was sent and to wait until December for FirstNet's response to the concerns Minnesota brought up. The letter, which was written by Rohret, has not been sent.

Workman asks the committee if there is anything they would like to see brought back next month. Jelinski is comfortable seeing membership and participation staying on the agenda routinely. Workman agrees to keep it on the agenda.

Meeting is adjourned at 11:00 a.m.

STATEWIDE EMERGENCY COMMUNICATIONS BOARD LEGISLATIVE COMMITTEE

October 1, 2015
10:00 a.m. Conference Call

MEETING MINUTES

Attendance:

Members/alternates present:

Liz Workman /Assoc. of MN Counties, Metro
JimMcMahon /AMC Greater MN
Thomas Egan / **Karla Bigham** /**Jill Rohret** - MESB
Mukhtar Thakur /Tim Lee- MnDOT
Buck McAlpin –MN Ambulance Assn. Metro
Scott Reiten– MN Ambulance Assn, Greater Minnesota
Sandra Westerman /vacant-MSA
Nyle Zikmund – Minnesota State Fire Chiefs Association
Cari Gerlicher – Minnesota Police Chiefs
Craig Bunes/Doug Krier – NW Regional Radio Board
Jeff Jelinski /**Micah Myers** – Central ESB
Kent Wilkening – Southwest Emergency Communications Board
Marcia Ward –Southeast Emergency Communications Board

*members attending marked with highlight

Others Present:

Jackie Mines, ECN
Carol Salmon, ECN
Dave Eischens, Motorola

CALL TO ORDER

Chair Workman calls meeting to order at 10:04 a.m.

Approval of Agenda

Micah Myers moves to approve the agenda.

Thomas Egan seconds.

Motion carries.

Approval of Previous Meeting Minutes

Micah Myers moves to approve the minutes from July and those from February – May 2015 where there was not a quorum.

Thomas Egan seconds.

Motion carries with one abstention (Ward).

NEW BUSINESS /DISCUSSION ITEMS

Jackie Mines introduces a discussion about committee membership and where there are vacancies or non-participating members. Letters are ready for Chair Workman's review and signature (as presented in the meeting materials) to be sent to organizations and regions asking for appointment of members or alternates where there are vacancies or non-participation.

Jim McMahon is listed as representing the Association of Counties, Greater Minnesota. He has not been attending and may not be aware he is on the list. Micah Myers will talk to him to see if he is interested.

Sandra Westerman will represent the Sheriff's Association (pending approval from her boss). Mines will reach out to Jim Franklin about appointing an alternate. If any of the regionals add a representative that is a sheriff or a deputy sheriff that would help meet the criteria.

Mines asks if Troy Langley might be interested. Myers thinks Langley is trying to step down his involvement but will ask him next week. Mines asks Myers if he will ask Langley if he would consider being an alternate.

Mines says we will reach out to Cari Gerlicher about representing the Chiefs of Police. She asks the committee if there are other suggestions.

Chair Workman suggests the police chief from Burnsville, Eric Gieseke. She will ask him.

Micah Myers will reach out to Chief Beise from Sauk Rapids.

The committee needs new representation from the Ambulance Association, Metro and Greater MN. Agreement that spots should be filled by a member of the association. Lobbyists will be used as needed but not asked to be year-round committee members.

Mines asks if anyone can suggest a representative from the fire chiefs. Rohret will ask George Esbensen of Eden Prairie.

The League of MN Cities is listed as on the committee membership according to the bylaws but does not currently have a primary or an alternate. Chair Workman will ask Bill Droste, Mayor of Rosemount.

The Indian Affairs/Tribal Leadership is a brand new position on the committee. Mines has an upcoming meeting with tribal leadership to talk about FirstNet. She will ask for advice on the best way to communicate about the committee openings.

The Northeast and Northwest regional representatives have not been attending. A letter will be

sent to the regions asking to appoint representatives and/or alternates where needed.

- Call for SECB legislative initiatives for discussion

Mines reports that the Department of Public Safety's (DPS) legislative agenda was due to the governor's office two months ago. ECN-DPS is not planning on putting forth anything this year. However there might be other agencies whose initiatives we want to support or the board may be interested in putting forth agenda items. Mines asks about items that will be before the legislature this year that this committee should be knowledgeable about and actively support.

Discussion of items and conclusion to include the following on the committee's legislative agenda:

- 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 (clarity on who has the exception and who doesn't);
- 3) Support the broadband border-to-border initiative;
- 4) Support the Voice-Over-Internet Protocol (VoIP) bill if it is resurrected; specifically the language that helps secure 911 fees from VoIP providers. Mines says we probably want to strategize a bit more to see if there are concerns.
- 5) Watch for a bill from Representative Nash changing how MnIT does business with other government agencies. The bill was killed but could be resurrected. Myers will send information to Mines about this.

Mines says as bills come up she will send copies to the committee to make sure everyone is kept informed. She will attend hearings and keep the committee updated and when votes come up committee members can go back to their constituent base for support where appropriate. Mines says in the past she has created talking points around legislation that we are supporting for education and use when talking with legislators.

Mines asks if there are any other ideas on legislative agenda.

Discussion about FirstNet. Concerns were raised about whether it is or is perceived to be an unfunded mandate from the federal government.

Mines responds that there are services that agencies are using today, for example law enforcement with computers in their squad cars, that currently communicate over wireless broadband using a commercial network. This ability is not new. What is new is the network option. Instead of Verizon or AT&T the agency could purchase their data services from FirstNet. She explains the governor will make a decision whether to opt-in or opt-out of FirstNet. Either the state will build its own LTE network for public safety or it will opt to use the network dedicated to public safety that will be provided through the federal government called FirstNet. If the governor opts-in to FirstNet, it will mean that any agency is free to sign up for this service—not that an agency has to. A police department could continue to stay working with Verizon or they could choose to purchase the

service from FirstNet that is dedicated to public safety. Mines say that is what we are being told today.

The advantage of FirstNet building a network dedicated to public safety is to have a service that will be available during a crisis event. So for example when the bridge collapse occurred, those who use these services from the commercial carriers were not able to use them and that put them at a disadvantage. Since they have their radios they can still communicate with each other but they can't get into remote data bases that they sometimes use. That would be the advantage of FirstNet's dedicated network. It may have a higher cost than staying with Verizon or ATT. It might also have applications on it that those companies can't provide that would be helpful to a public safety responder.

Mines say if the governor decides to opt-out, that might become more of an unfunded mandate because if Minnesota builds its own that would be hugely expensive and we don't have the customer base to offset that cost. We would still have to charge a fee like Sprint and Verizon do. Keep in mind when we talk about capital costs that the one that could have capital costs for Minnesota could be the one where the governor opts out and decides to build our own. It's very early in the game. We are keeping our position open to see what FirstNet is going to offer Minnesota to see if it's a viable business alternative.

We don't know when this decision will be made—under which governor. Our obligation is to look into this, make sure we understand the program, and provide information to FirstNet about what we want to see in a network and our expectations. If they come back with a solution that doesn't make sense for Minnesota, the governor doesn't have to opt-in.

The FirstNet representative asked at the SECB meeting about Minnesota's process and timeline. Mines say the SECB Chair's response was to say that it depends on what is offered. If FirstNet presents a plan that has the coverage Minnesota is expecting and meets Minnesota's requirements, then that will be a much easier decision than if the plan says Minnesota has to help build towers, which would require money and a much more difficult decision and slower timeline.

After the RFP is returned, the federal government has to put out an RPF for service. Once a vendor is chosen then they will have a plan because they will know what the vendor will offer. That will all take at least a year.

OTHER BUSINESS

Mines ask committee members to think about identifying legislators to educate and cultivate as supporters.

Thomas Egan contacted Jim Carlson, his state senator. Mines will look him up.

Myers moves to adjourn.

Kent Wilkening seconds.

Motion carries.

Meeting is adjourned at 11:15.

STATEWIDE EMERGENCY COMMUNICATIONS BOARD LEGISLATIVE COMMITTEE

November 5, 2015
10:00 a.m. Conference Call

MEETING MINUTES

Attendance:

Members/alternates present:

Liz Workman/vacant - Assoc. of MN Counties, Metro
Jim McMahon /vacant - AMC Greater MN
Bill Droste/vacant - League of MN Cities
Thomas Egan/ Karla Bigham/ Jill Rohret - MESB
Mukhtar Thakur/ Tim Lee- MnDOT
Buck McAlpin/vacant-MN Ambulance Assn. Metro
Joe Newton/vacant - MN Ambulance Assn, Greater Minnesota
Sandra Westerman/vacant-MSA
Wayne Kewitsch/vacant - Minnesota State Fire Chiefs Association
Cari Gerlicher/vacant - Minnesota Police Chiefs
Jeff Jelinski/Micah Myers - Central ESB
Craig Bunes/Doug Krier - NW ECB
Brian Smith/Mark Lallak - NE ECB
Kent Wilkening/Randy Hanson - SW ECB
Marcia Ward/vacant - SE ECB
Vacant/vacant - SC ECB
*members attending marked with highlight

Others Present:

Jackie Mines, ECN
Carol Salmon, ECN
Randy Donahue, ECN
Dave Eischens, Motorola

CALL TO ORDER

Jackie Mines calls meeting to order at 10:05 a.m.

Approval of Agenda

Jeff Jelinski moves to approve the agenda.

Bill Droste seconds.

Motion carries.

Approval of Previous Meeting Minutes

Kent Wilkening moves to approve the minutes from October.
Jill Rohret seconds (Karla Bingham joined the call after this point in the meeting).
Motion carries.

NEW BUSINESS /DISCUSSION ITEMS

Mines welcomes the new committee members and invites their participation. She reports that this will not as big a year for at the Legislature for the Statewide Emergency Communications Board (SECB) or for ECN but that she recommends that the committee be prepared at all times in case something unexpected comes up.

She reviews the legislative initiatives as identified at the October meeting:

- 1) Preserve the integrity of the 911 fund for only those items listed in statute.
- 2) Support sales tax exemption for items purchased for the ARMER system by Joint Powers Boards.
- 3) Support the Governor's Border to Border Broadband initiatives.
- 4) Track any bills on how MNiT may conduct business with local and state government agencies.

She welcomes committee members to bring forward legislative initiatives from the agencies they represent. We could add those to this committee's list where relevant.

Discussion:

Wayne Kewitsch reports that the State Fire Chiefs will meet next week to finalize the agenda for 2016. He will share that when it is finished.

Joe Newton reports that the Ambulance Association had a meeting of its Legislative Committee earlier in the week and is working on whittling down its initiatives because of the short session. He will send those when finalized.

Jeff Jelinski says the AMC district meeting is on Thursday and he thinks that is when they will agree on topics. Mines asks him to keep us in the loop.

Mines asks Bill Droste if the League of Minnesota Cities has a legislative agenda this year. Droste responds that he will reach out and find out what overlaps there may be.

Mines adds that in the packet for this meeting she included links to the SECB webpage and to SECB Legislative Committee webpage. She also included a link for the Minnesota State Legislature Bill Search webpage. She says this is a particularly helpful page, where you can search a bill by number, author, topic, committee or action. It includes bill summaries, vetoes, etc. You can set up personalized bill tracking to be emailed when there is any action on a particular bill.

She also identified two committees and included links to those as well: the House Public Safety Committee, chaired by Representative Tony Cornish and the Senate Judiciary Committee, chaired by Senator Ron Latz.

Mines adds that she is open to discussion of any ideas members would like to see the committee work on or any ways that ECN can support the committee.

OTHER BUSINESS

None

Wilkening moves to adjourn.

Jelinski seconds.

Motion carries.

Meeting is adjourned at 10:27