

**Central MN
Regional Advisory Committee
Friday, January 15, 2021 – 10:00 a.m.
Microsoft Teams Meeting**

Members/Alternates Present:

1. Micah Myers, Chair & Brandon Larson – City of St. Cloud
2. Sheriff Heck – Benton County
3. Sheriff Mark Brown – Big Stone County
4. Tom Egan & Kevin Smith – Douglas County
5. Jon Combs – Grant County
6. Randy Celander – Meeker County
7. Andy Beckstrom – Mille Lacs County
8. Victoria MacKissock – Morrison County
9. Greg Seim & Jason Karlgaard – Otter Tail County
10. Sheriff Tim Riley, Vice Chair – Pope County
11. Kristen Lahr – Stearns County
12. Dona Greiner – Stevens County
13. Sheriff John Holtz – Swift County
14. Mike Wisniewski & Sarah Booker – Todd County
15. Lynn Siegel – Traverse County
16. Tyler Wheeler – Wadena County
17. Sheriff Rick Fiedler – Wilkin County
18. Richard Ward – Wright County

Members/Alternates Absent:

19. Kandiyohi County

Guests Present:

1. Stephanie Johnson, EMAC Chair – Meeker County
2. Paul McIntyre, User Chair – Mayo Clinic Ambulance
3. Steve Tait, Southern RIC – ECN
4. Mike Kahl – Granite Electronics
5. Dereck Leyde – Northland Business Systems
6. Scott Wosje – Northland Business Systems

Meeting was called to order by Chair Myers at 10:00 a.m.

18 of the 19 members in attendance with a quorum present.

Revisions and Approval of Agenda:

Stearns County made a motion to approve the RAC Agenda. Todd County seconded, motion carried.
Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye.

Approval of Minutes:

Stearns County made a motion to approve the RAC minutes from December 11, 2020. Swift County seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye.

Communications:

1. Elections for 2021 Chair and Vice Chair

Chair Myers opened the floor for nominations for Chair of the RAC. *Stearns County nominated Micah Myers. Swift County moved to cease nominations.* Myers closed the nominations and called the motion. Roll Call Vote: City of St. Cloud – Aye; Benton – Aye (chat); Big Stone – Aye; Douglas – Aye; Grant – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye. *Motion carried.*

Chair Myers stated next item is the nominations for Vice Chair. *Myers nominated our current Vice Chair Tim Riley for another term. Wilkin County stated nominations cease.* Myers closed the nominations and called the motion. Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wilkin – Aye; Wright – Aye. Myers that concludes the election of Vice Chair and Chair. *Motion carried.*

2. ECN Webinar Series

Myers explained in your packet you will see what was presented with the workgroup. We were presented with some proposals. There was an ask of input from the group. ECN has put together from our phone call a draft roadmap for the series. There was some discussion on whether, or not, if it was the wish of ECN to have live interactive response or if these are going to be pre-recorded.

Tait appreciates the input we have received from the region as we were putting this together. We all know the conference got cancelled, so in lieu of that we are hoping to host a series of webinars through 2021 to continue our education and outreach. We had more topics than time slots, so we had to cull that list down. This just went out a couple of days ago which is why we were not able to get it into the packet. We thought we would kick things off with some governance-related topics. An overview, what we do for governance at a statewide and regional level. Talk a little bit about standards. Then run through some of our program topics. What is going on in the 911 Program, IPAWS, ARMER, etc. That was one of our discussion points in our meeting on the 5th was what is our target audience. There is a lot of answers to that question. It is elected officials, commissioners, law enforcement leaders, fire departments, EMS, healthcare, public, it is the whole spectrum. Hopefully, we have hit a topic or two that will appeal to everybody. Our intent is to deliver these in a live webinar format so we can have some Q&A and interaction. Then record those and post those on our website. If you cannot make one of these sessions and you want to refer back to it, or look at it 6 months from now, you will have that opportunity. Long-term our goal would be to actually create professional training modules that talk about this and post them on the Alex Tech, or some similar website where we would have a library of training materials people could tap into. That is a pretty big project, but that is our goal to help our stakeholders get the information they need and have it be a little more flexible and a little more professional than trying to make you attend a webinar every 2nd and 4th Tuesday of the month.

Myers stated the group did make was who is the target audience. Looking at the track that was one of the concerns that was brought that the boots on the ground it did not seem like there was a lot towards them. This is more of a managerial track. Myers sees that is still the same.

Communications: (Continued)

2. ECN Webinar Series (Continued)

Myers added you did answer the question if you were looking for a live audience, or if it is going to be recorded. Myers asked Tait will the group get back together one more time? Tait is going to hopefully get a meeting scheduled with the group in the next couple of weeks and just go through this again. Director Wahlberg brought up a good point on the target audience. We do have the MSA APCO-NENA PSAP conference that occurs every year. She wanted to be mindful that we were not treading on their turf too much. That seems to have more of an operational focus at that conference. We do not want to take away anything from that conference, and maybe have that be a little more focused on the operations side of the 911 program. We really do not have a good mechanism for outreach to the boots on the ground, fire, EMS, and law enforcement. Tait does not know if that is something separate where we are reaching out to those specific organizations or disciplines. Maybe we can have that conversation in a couple of weeks on some other strategies for making sure we reach the end users.

Reports:

SRB/ARMER Update; MnDPS/MnDOT:

1. MnDOT (Dave Klema)

No report.

2. RIC Report (Steve Tait)

We had another 911 service disruption on Monday the 11th that impacted the Southeast Region. Ended up being a hardware failure at a site in Green Bay, Wisconsin that caused an audio breakdown on 911 calls received by the PSAP. The call completed. The dispatcher was able to answer the phone, they just were not able to provide audio back to the caller. It was about an 8-hour disruption. In the interim they used some IPAWS messaging and rolled over the 911 calls to the admin lines. It demonstrates again how fragile our network is becoming and the increasing need for clear and consistent communication and coordination when these disruptions or outages occur. There was not good communication between the PSAP, ECN and the vendor Lumen to troubleshoot and resolve this and that has been an ongoing problem. We need to come up with a strategy for figuring that out. We will be talking about this next week at the NG911 Committee meeting and bringing it back for further discussion at the regional level in the coming weeks.

Strategic Planning is getting scheduled right now. We have 4 of the 7 regions scheduled now. Regional Stakeholder meeting is coming up on the 25th. We will be talking about strategic planning, grants, updates from ECN and the SECB. Yesterday, ECN sent out some guidance, best practice recommendations on security and operational considerations for all of our emergency communication systems. We are in an elevated threat environment right now and we want to make sure our 911, IPAWS, ARMER and Wireless Broadband capabilities are not compromised during a major incident. Tait had communicated yesterday with Shari and the leadership from the NG911 Committee about setting up a GIS workshop in March or April. The intended audience for that is leadership, PSAP managers, end users on why GIS matters and why that relationship with the GIS professionals in your organization, or in your region, is so important to supporting response efforts. Sandi Stroud, our new 911 Program Manager, has an extensive GIS background and she has a great non-technical presentation she would like to deliver to the region. That just kind of explains the ‘why’ operationally. It is important to support GIS and make sure the adequate resources are in place whether it is a vendor, or internally, that your GIS people are up-to-speed and committed to supporting Next Gen 911. Hopefully we will get that on the agenda for the O&O Committee and maybe the Next Gen Committee for next week and next month, respectively.

Reports: (Continued)

SRB/ARMER Update; MnDPS/MnDOT: (Continued)

2. RIC Report (Steve Tait)

Tait called out NG911 Committee Chair Booker she has done a fabulous job representing your region on the T-CPR workgroup. We have made good progress in the past few weeks and hopefully we will see that grant funding become available to the region here in late March/early April. The plan will be presented to the Next Gen 911 Committee next week on the 20th. Shortly after that we will get the information back out to the region, so we can get a work plan put together, get things set-up in e-Grants and get that training started.

Myers reached out to Sandi on that request and one of the challenges we have on the NG911 is the attendance is not where we need it to be. That is something we will have to work on from the region. The suggestion was we put it either on the RAC or one of the committees. Myers told Sandi that we would put it, because she wanted to do a 10-minute preview and then schedule the follow-up meeting, so that is already being marked on our RAC agenda for next month.

3. SECB: (Micah Myers)

No meeting.

4. Land Mobile Radio Committee: (Kristen Lahr)

LMR met on Tuesday. Customs and Border Control was requesting 200 additional radio IDs. They have a limited participation plan with the state. That was approved. Steele County had a request for an additional 15 talkgroup IDs that will account for an overage they have and leave a handful of new talkgroup IDs for future growth as well as adding 150 radio IDs for the addition of some subscribers they have coming on within the county and to accommodate 3-year growth for them. Standard LMR-5, which references scanning, and Standard LMR-4 which is in regard to talkgroup and radio user priority. Those standards were both approved. There was a brief report from RIC Tait regarding the authorizational process for accessing regional interop talkgroups. We will be finalizing that. There was a brief discussion of the one offs like the Red Cross, or non-governmental organizations, requesting talkgroups. We gave some potential feedback to Tait on how the Central Region would want to approach that, but we are discussing that next week at O&O as well just to finalize and confirm that information.

5. Interop: (Micah Myers)

Meeting next week.

6. Finance Committee: (Micah Myers)

Met yesterday. Two items were Standard 6.5.0. The revisions of Standard 6.5.0 talks about the grant process and it was very weighted towards ARMER. We made some modifications to the 6.5.0 standard to align it with the 4 core ECN programs: 911, ARMER, IPAWS, and Wireless Broadband. In conjunction with that standard, the grant process revision 2.0.4 is something the grants workgroup has been working on for several months. The last component to it was the completion of the Standard 6.5.0 which took place at our last meeting. That was approved. The other item was looking at is what is the role of the Finance Committee. There was a motion made where we are going to seek that clarification from SECB. For our next meeting we are soliciting from our membership any concerns as to what the Finance Committee should be looking at as the questions we are going to present with our request to the SECB. Hopefully, we will get that approved and then bring that to the February SECB is our goal. Grants Workgroup gave the report one last item the Grants Workgroup among the 6.5.0 and the grant process are working on standard for appointing membership to the Grants Workgroup. It is pretty close, there was a couple of suggestions that the Grants Workgroup will take up at their next meeting.

Reports: (Continued)

SRB/ARMER Update; MnDPS/MnDOT: (Continued)

7. Legislative Committee: (Micah Myers)

No meeting. When the Legislative Committee gets back we are getting ready on embarking on the process of with the help of a consultant working on the 403 statute. That will be a huge undertaking.

8. Steering Committee: (Kristen Lahr)

Met yesterday. There was an update on the status of the Strategic Plan discussion presenting plans and where things are at with planning with regional engagement on developing regional input for the strategic plan. We reviewed the ECN webinar series.

9. Wireless Broadband and Applications Committee (Brandon Larson)

No report.

10. Interop – STR Workgroup (Brandon Larson)

STR Workgroup met about a month ago. We had discussions regarding if there is a need to standardize programming among the STR cache across the state. We worked on the draft STR standard and continue to work on that.

Regional Leadership Group – (Next Meeting January 25, 2021)

Myers explained coming up on the 25th there is going to be a morning and an evening session. The items are going to be the SECB update, ECN updates, grant program update, strategic planning, and the overview of the webinar series. It is a good interaction for the folks if you can get to them. You have a chance to ask questions on the items as they are presented by ECN. They do require you to sign-up.

NG-911 Committee (Jason Karlgaard)

Meeting yesterday. We talked a little more about the T-CPR standard. Update with that is there has been a draft developed here for each county in the region to complete their information and what their compliance option is. They believe that will satisfy the reporting piece instead of each entity reporting to the regional ESB. They are still waiting for a couple of things to be finalized with that. If that will work, then the plan would be to update the standard and remove that reporting piece. We also had our elections and Sarah Booker was elected as Chair and Tom Egan was elected as Vice Chair. Myers asked is the application process of the T-CPR grant going to replace the compliance letter that is identified in the current standard? That is the way Karlgaard understands it is. Karlgaard explained even if a county is not requesting any grant funding, say they are like us, we are full EMD, so we will not need any grant funding. We will still fill out our information, we will have our compliance option in there requesting zero dollars and that would then satisfy the reporting piece. They are still waiting on some final answers on this, but if that does satisfy the reporting piece then the plan would be to amend the standard for that reporting option. Tait replied that is correct. Hopefully, we will have the region submit a work plan that will address the compliance piece and the grant piece all at the same time. Then you will not have to submit a separate letter to the board. We will just forward that on from ECN back to the Committee.

Myers stated this is a somewhat grant, not grant, reporting compliancy all wrapped into one. Is this supposed to be managed like a regular grant? Has any thoughts been given if the folks are not going to accept it, or do not provide us that information? That comes back to one of the things that is still hanging out there is the compliance. That is why Myers asked the question on it for the compliance letter in lieu of that what if we are unable to get that information from someone? Not that we will not, but has any thought been given to that? Tait replied that is a question for the SECB to answer since by statute they are the ones tasked with compliance. ECN is just trying to help the SECB get the information they need. That is a question Dar Pankonie is going to have to answer.

Reports: (Continued)

SRB/ARMER Update; MnDPS/MnDOT: (Continued)

NG-911 Committee (Continued)

Myers added the other question is for the secondary PSAPs. If they are taking the call you are transferring making sure they are in compliance, because they would have to be in compliance too. Tait explained ECN will be reaching out to the secondaries and having them submit the same document we are asking the regions to submit on what their work plan is for either receiving training funds or demonstrating they are already compliant. We will take care of that for you guys. Myers replied it was mentioned they are rewriting the standard to pull that compliance out of the standard, is that what I am hearing? Karlgaard thinks that is the plan as long as this will work. Tait replied we will be making the presentation next week. Tait knows this region is more than happy to make the recommendation to the committee, but somebody needs to do the motion and the second that the standard, as it stands today, is not going to work and we need to withdraw that and have that revised. Hopefully, that will happen at the committee meeting next week, but a lot of it is contingent on whatever discussion occurs there.

EMAC Committee: (Stephanie Johnson)

No update. Our next EMAC meeting is the end of January.

Owners & Operators Committee: (Kristen Lahr)

Did not meet last month. Our next meeting will be next Thursday.

User Committee: (Paul McIntyre)

See O&O.

EMS/Hospital Sub-Committee: (Paul McIntyre)

No real update. Things are quieting back down on the front that spiked for a while for us. With discussions we are hoping we can get started up.

Executive Committee:

No report. They will be meeting on the 27th in front of the ESB.

Emergency Services Board: (Next meeting January 27, 2021)

a. New Commissioner Training

Myers explained what we have done in the past. This goes back to when John Tonding was the RIC; we put together a PowerPoint that we would present to the new commissioners. We gave them some ARMER training. We gave them some training on what their role as it pertains to our regional board. We demo'd the website. Myers reached out to On Target looking at taking the different items we had put together in the past and updating that. Looking at bringing in some insight to the other programs. That training was right around the time we went from the regional communication radio board to the emergency communication board as did the rest of the state. That is when the other programs from ECN were brought online. There are some other items we would like to put together. Rey Freeman was going to work with his team to take what we provided, looking at putting some additional information, and he can give us a proposal as to doing that training. The thought process, if we are successful in our endeavors in developing that, that is something we would be more than willing to share with the other regions, or put out there and make available to them if we record it. We will present to the board at their next meeting looking for some insight from that. Our hope is we could flip it in short order, because we have 8 new positions on our Emergency Services Board this go around with retirements and elections. We look at putting together that training for them. Bringing them up-to-speed quickly, but we want to make sure we do something that is duplicatable. So, if someone changes before the next election, or retires, that we could have that available for someone to go online that they can download it at their own pace.

Reports: (Continued)

Emergency Services Board: (Next meeting January 27, 2021)

a. New Commissioner Training (Continued)

Swift County Sheriff asked is this going to be given to all the ESB members even just as a refresher? Myers replied yes, they have the option to sit through. That is what we have done in the past where it is a refresher. Our March meeting will be their next meeting. We will offer it up to the full board, but our target audience is going to be that first-timer.

Tait thinks that is a great training initiative your region is pursuing. ECN has wished the SECB would ask for a similar product that new committee members could view and understand the roles and responsibilities of each committee. Each has a specific lane, but some of those lanes cross into other committees. Our three real core committees are Finance, Steering and Legislative. They are very overarching over all the program areas. For a new committee member to understand maybe I need to be reaching out to this group to do my thing. Tait would encourage this region to suggest that maybe through the Steering Committee, or through the full board, that is an initiative the full board should be advocating for. Tait thinks ECN would be very receptive to receiving some guidance and recommendations to develop that. Myers noted what you see on the screen is the agenda from the last time the group got together. It behooves us to make sure our board members have full understanding as to what their role and scope is.

Updates from Partners on Current Projects:

No updates.

General Discussion and New Business:

By-Law Update

Myers explained at our last meeting we made some suggested changes to our Bylaws. Those were posted as to requirement. This was pertaining to the ability to be able to have the virtual meeting space beyond the pandemic whenever that time has been identified. This gives us the ability to continue hosting our meetings in a virtual sense. Myers would entertain a motion to approve the amended Bylaws. *Swift County motioned. Todd County seconded.* Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye. *Motion approved.*

NG911 Grant

1. GIS

a) Progress Reporting

Myers explained this is being provided to us from MnGeo and we put this together to the format you have here. We are looking at a way to manage this grant a little bit tighter. We have some folks that there has been no submittal. We are just short of a year. We have been going at this now for several months. We want to make sure we are not missing. We talked about Sandi Stroud's presentation coming up on the importance and that feeds into this as well. This just shows what we have received from the membership. There are several we have not received anything from. The concerns are they going to do anything or where they are at. This does shows that some of them are doing something even if they have not submitted.

b) Turn-back Funds

Myers stated what we will ask the board to approve at our meeting in a couple of weeks is if an entity is not going to use the full allotment, or they are not going to use their allotment at all, to complete this form. Put a short brief as to what they are going to do to be in compliance, sign it and send it back to us so we can get a head's up that we can turn in the funds.

Reports: (Continued)

NG911 Grant

1. GIS

b) Turn-back Funds

Myers explained if we are not going to use those we can make them available to either someone within the region that is going to go over their allotment, we could make that request. Or, if we are not, we could turn back to ECN so if there is another agency that has a need that those funds are made available. We are just trying to give as much time to utilize these. A lot of times it comes down to in the last minute we have a lot of funds that are sitting out there, and either get turned back, or we miss opportunities to complete the work. GIS endeavors are very important you will see that in Sandi's presentation. We just want to make sure we are not only looking out for our region, but this works for everyone if all the regions in the state are in compliance. Myers is going to clean this up a little bit and put it where you are seeing invalidation. Looking at the memo that was initially set-up you can view that online. It shows the awards that were given to each of the agencies. We are doing the percent complete. That is what Shari sends in her quarterly reports that we are putting into e-Grants. It is important we get this information so we can be in compliance and we can keep the information flowing through the e-Grants process. Along with what the plan is you will see coming out shortly is a memo from the board it will show your percent complete, where you are at in the status and it will have a question mark whether, or not, you are going to turn anything back. You will see the forfeiture form attached to it. We are just trying to make sure we can find out if anyone is not going to use the funds we get that made clear. And then the folks that are not we can get an update, because we are required to report this. If you are not reporting we want to know why.

2. CPE – Equipment

Myers reported Todd County was the most recent to go online. Douglas and Todd had requested; Myers spoke with Joe Fick on that so he should have been reaching out to get that coordinated for you to get that training, because the region did approve you guys doing the additional training. Myers is working with Motorola if you guys cannot provide it to get the copy of your invoices and make the updates to that.

SECB Grant Application Process

Myers explained this is the process of the grant revisions. This is why it is imperative we get participation in the strategic planning for the region. That is going to set the basis for your grants going forward, because that is what is going to establish our needs. We have our infrastructure spreadsheet that establishes what we have in needs. But, then looking at long-term what are we looking at as we start to converge with the technologies from wireless broadband, IPAWS, 911 and ARMER. Those are items we will have to look at and this is basically our process. The Central Region is adhering close to it. This process is here, but this formalizes it. The rationale behind that is our current representation is not always going to be the representation that is going to be on the grants groups and we wanted a process that was written down and documented. So whoever is up next would know what is required of them to apply for grants. This will be moved to SECB for final adoption as it was approved at the Finance Committee yesterday.

Grant Projects

1. T-CPR Training Grant

Myers explained this is the example that was put together at the workgroup. There is some stuff that is left and we will get more clarification after the meeting on the 20th. And that is the is this going to be in lieu of the compliance letter. Looking at making sure that whether, or not, we are doing this. If you are taking any grant dollars to complete the certification of your dispatchers that that is reported. This comes back to concerns.

Reports: (Continued)

Grant Projects (Continued)

1. T-CPR Training Grant (Continued)

Myers explained when Sandi Stroud reached out about presenting to the NG911 we are not seeing the full participation from within our region. This is not one of the committees that is put into the attendance standard. Not saying that we need to go there, but as you start looking at some of the things on the roadmap from ECN there is going to be a lot of focus on the 911 side of the house. It is imperative you have representation not only at our committee, but at the state committees as well, because a lot of decisions are being made there. Things like this impact your operations. You need to have a voice, and the only way you have a voice is by showing up.

Myers explained the other concern with this is this comes back to a discussion we had at the Finance Committee yesterday as to what goes before the core committees on the SECB (Steering, Finance and Legislative) and all three of them are tied to this right here. This was approved in the legislation almost 2 years ago. There was appropriations to the SECB as a result of the legislation that was approved. The Steering Committee has not weighed in a lot on this, but the NG911 Committee has been working to come up with a way so the SECB is in compliance with what is statutorily required. That is why it is imperative that we monitor this and participate in the process, because if not there will be decisions made, and then you will ask how did this happen. You have to be there to voice. Booker does a great job of representing our region, but she is getting her information from the NG911 group, so trying to get folks to attend that meeting. Myers would look to this group for suggestions do we entertain recommending to our regional board to say we include this as part of the Attendance Standard, or consider it if we do not see improvement in the attendance? Myers does not want to make it a requirement, because sometimes you just have people showing up to show up and they are not really engaged. We want to make sure people understand there is a reason why we are asking you to attend these meetings. Tait thinks that is a great vision you have here Myers. If we look back to when ARMER was built out, we really needed everybody at the table to make those important decisions on what ARMER was going to look like. As we are trying to implement Next Gen 911 we are in that same position. It is just a different program. 911 is going to change significantly in the next couple of years. And to your point, your region needs to have a voice, people need to be involved and at the table, because things are going to start happening. Tait encourages everybody in the region to really start paying attention to the NG911 program as things shift away from ARMER. We are going into more of a maintenance mode there. We are building out Next Gen 911 now and there is going to be a lot of effort put into that here. Myers added pay attention to what is going through, because it will impact your operations. When this first came through we solicited quotes from different vendors to provide this training. Those were put on hold until the process was defined. We are getting close and we have a short window so this is going to move very quickly. The compliance measures there are four of them. If you are working towards those, and if you are going to utilize the grant funding, start coordinating with your vendor on how you are going to be in compliance. Keep in mind until something is actually signed any expenses that you are incurring are not going to be eligible. We will have something for this group by the next time either the NG911 or the RAC meets to give you a further update. You can see the different items down on the bottom of the screen as to what are options. This is very fluid and they are waiting for an opinion back from the Attorney General on one aspect of it. It is all bottled up, but when it uncorks it is going to move quickly, so be prepared.

Training Roadmap

Myers explained in referencing the new commissioner training, also part of the discussion with Rey Freeman from On Target, was looking at the after-action reports that we had there was a lot of suggestions from the folks particularly the dispatch training. It would be nice to have a secondary training that focusses specifically on the entity verses a general concept.

Reports: (Continued)

Training Roadmap (Continued)

Rey Freeman is working to put together a proposal on that. We are going to look to set-up a meeting with whoever wants to be representation from the Users/O&O training workgroup. What else do we see having a need for training? Building on that follow-up training it is either going to be a half-day or a full-day. Rey Freeman is going to sit down with his team to come up with a training. One of the requirements will be that you have had to attend the first one to be able to be eligible for that second one. That is just throwing it out there. You could have them do a day training with each of the agencies. We have resources, not unlimited resources, when it comes to training, but looking at this is what we need, what we think is going to be a high value within our region. Understanding that until we know what is going to come with the SHSP Grant, do not know if we will get training dollars again, so the SECB dollars we got out for training we need to be mindful of that. Myers does not want to wait for October to decide this is what we want to do for training. We need to get that planning group moving. Myers has already started discussions with On Target for revising their curriculum for a secondary dispatch and the new commissioner training. If there is another training the group thinks we should focus on we can have that discussion with Freeman. Are there any thoughts on the other trainings we should be looking at for our region?

Regional Strategic Plan

Myers is going to ask our Board Chair to move this out. They want to get these scheduled. Looking at either the Chair, Vice Chair, or both from our committees, because you will have a pulse on what is going on within your committee and looking at how that should feed up into our strategic plan. The thought process is either aligning these with one, if not multiple, with our Executive Board meetings. Then looking at getting representation from the following disciplines: law enforcement (Myers does have a delegate for fire and law enforcement), but that does not mean it is just one if someone else wants to participate. Our commander of operations from St. Cloud PD is willing to step up and participate in the process. Scott Janski, Fire Chief from Rice, confirmed he is willing to step up. We are looking for someone from dispatch, emergency management, EMS and public works. If there is someone that wants to participate we would greatly appreciate it. We are going to go ahead and start scheduling. If someone comes in after the fact, then they can join into the group. If there is anyone in your agency, or within your county, that you think can fill one of those discipline roles we would appreciate getting their contact and getting them on the planning group. Are we heading in the right direction of this? Lahr agrees it might be helpful if we just go ahead and get our region scheduled. It might be easier to secure some participation if we can make an ask and then say here is the date. Myers replied there was a suggestion to try to do it in the evening. Myers stated it is going to be between the normal business hours. We cannot continue to wait. We have to get it scheduled. When we are talking about strategic planning, and RIC Tait made the point we are in maintenance-mode, there are things we are still learning as we learned last year during civil unrest that encryption. Which we talked about at the last strategic planning that is one that is going to have to be brought back, because we learned a lot. We really need to have the ability to go 'off.' If you look in light where we are in this heightened state of our Capitol is being in a lockdown mode having your communications breached is huge. Yes, ARMER might be in maintenance, but there are other feature sets we do not have deployed that we can. And then start looking at how we integrate those into the other programs. It may not be the focus, but there are still things. Those are the kind of things that will be discussed at the strategic planning. We look at coverage has always been key. We look at inbuilding coverage. We did do an assessment way back when; it needs to be updated. The training was made an emphasis through the workgroup where we will still keep training as a high priority. We do at times struggle with getting training, but sometimes that is the message not getting out, or is it the training? People do not see it as being relevant to them? That is the other thing is having the training, but making sure it is relevant to the core competencies. If you have an opinion on those, even if you cannot participate in all the sessions, once we get dates established you can weigh-in it is going to help. We would like to get feedback from the group, all of the group.

Reports: (Continued)

Regional Strategic Plan (Continued)

Myers stated we will start to look at getting these dates out on our calendar and getting them scheduled. Tait noted the dates that were taken. Myers stated we could do a combination like the 9a.m.-11a.m. and then if we wanted to do that date scheme March 15, 22 and 29. Myers asked the group if there was a time slot that works better. Myers asked does Mondays 9a.m.-11a.m. work for the group, or Monday's 1-3 p.m.? Tait noted we can make other dates work. McIntyre agreed, once we get dates, he can reach out to the EMS Managers group and go right from CentraCare and find additional EMS representation. Myers stated being Monday the 22nd and 29th the 1 p.m. slots are open and that is what seems to be the only afternoon. Mondays seem to work well albeit they are busy they are somewhat flexible. Myers would suggest the region take Monday the 15th 9a.m.-11a.m. and take those two after slots on the 22nd and 29th. Tait can reach out to Judy Plante and pencil those in for the region and Tait can also ask her about the first Monday in April (5th) if you would like to have three consecutive afternoon sessions. Myers would throw it out there as an ask. Myers asked is there any objection to taking those three dates that we just identified? Myers instructed Tait to put that down. If April 5th opens up we will have the group weigh-in whether, or not, they prefer the 5th or the 15th.

RAC Committee 2020 Sign-In Attendance

Myers explained in your packet you will see the sign-in attendance that shows your attendance for the year. Myers goes back to the question we asked before, would we have this success if we did not have the attendance standard requirement? We have seen a marked improvement in our attendance since we put it in place, so one could draw the correlation there. We need to see that level of attendance on the NG911 Committee as going forward that is going to be important.

Other

None.

Old Business:

Attendance Standard

None.

SECB Committee Appointments

Myers explained we are still looking for an alternate on the LMR Committee. Lahr made another plug for the LMR Committee. It is probably one of the most well-run virtual meetings that she attends. It is pretty tight as far as roll call goes, presentations they move quickly, and there does not seem to be too many hiccups with the technology for some reason. If that helps anyone volunteer.

Upcoming Meetings:

- a. February 12, 2021 – Microsoft Teams Meeting

Adjournment:

Myers made the executive motion to adjourn the meeting and the motion was carried unanimously to adjourn at 11:16 a.m.

Minutes recorded by Shari Gieseke.

Due to the Governor's Stay Safe Order during the Coronavirus pandemic, Central Region meetings may be conducted under Minnesota Statute 13D.021 – Meetings by Telephone or Other Electronic Means.