

**CENTRAL MINNESOTA
EMERGENCY SERVICES BOARD (ESB)**
Wednesday, March 30, 2022 – 1:00 p.m.
St. Cloud City Hall – 1201 7th St S, St. Cloud, MN
Microsoft Teams Meeting

Members/Alternates Present:

1. Mike Conway – City of St. Cloud*
2. Jeff Klages – Big Stone County*
3. Charlie Meyer – Douglas County*
4. Bill LaValley* & Dwight Walvatne* – Grant County*
5. Steve Gardner – Kandiyohi County*
6. Steve Schmitt, Vice Chair – Meeker County*
7. Genny Reynolds – Mille Lacs County*
8. Jeff Jelinski, Chair – Morrison County*
9. Gordy Wagner – Pope County*
10. Steve Notch – Stearns County*
11. Robert Kopitzke – Stevens County*
12. Eric Rudningen– Swift County*
13. Gary Kneisl – Todd County*
14. David Salberg – Traverse County*
15. Jon Kangas – Wadena County*
16. Eric Klindt – Wilkin County*
17. Mike Kaczmarek – Wright County*

Members/Alternates Absent:

18. Benton County
19. Otter Tail County

Other Members/Alternates Present:

1. Micah Myers, Chair – Regional Advisory Committee (RAC)
2. Brandon Larson, Vice Chair – Owners & Operators Committee (O&O)
3. Paul McIntyre, Chair – User Committee (Users)
4. Stephanie Johnson, Chair – Emergency Management Advisory Committee (EMAC)
5. Sarah Booker, Chair – Next Generation 9-1-1 Committee (NG911)
6. Brandon Larson, Chair – Regional Logger Committee

Guests:

1. Steven Tait, Southern RIC – ECN

CALL TO ORDER:

Meeting called to order by Chair Jeff Jelinski at 1:00 p.m. Quorum reached with 17 of the 19 members present for the whole meeting.

INTRODUCTIONS:

Introductions were conducted.

- * Interactive Technology = Practicality
- ** Interactive Technology = Convenience
- *** Interactive Technology = Medical

APPROVAL OF AGENDA:

Grant County moved to approve the agenda. Pope County seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Kandiyohi County – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye.

APPROVAL OF MINUTES:

Stevens County moved to approve the minutes from January 26, 2022. Douglas County seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Kandiyohi County – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye; RAC – Aye; O&O – Aye; Users – Aye; EMAC – Aye; NG911 – Aye; and Logger – Aye.

COMMUNICATIONS:

1. MN Public Safety Communications Conference

Tait reported our conference is coming up about a month away from today. We encourage you to come up for the day if you can, come up for all three days would be even better. To help offset some of the financial burden on attending we are offering a complimentary registration of the conference fee for every member of this board. If you cannot come, Tait encourages you to pass that onto another member of your organization, so they can attend. There will be a little bit of something for everybody. If you are only able to come up for one day Tait encourages you to look at Wednesday. We tried to make that a little bit more focused on executive leadership on that day. There will be some good sessions and good discussions that we would hope the members of this board would be willing to engage in. It is at Breezy Point, so it is not too far away for a day trip for some of you. For some of you on the far western part of the region probably is an overnight. Tait would encourage you to take a look at the agenda and see if it is worth readjusting your schedule and coming over there. We would really love to see everybody in-person. It is refreshing to be able to shake hands and have a normal conversation instead of trying to do business through a computer screen.

2. CASM Refresh Fact Sheet & Training Information

Larson reported Communications Asset Survey and Mapping (CASM) that is maintained and provided by the Federal government is a tool that many in our region have access to and have utilized in the event of an incident or a disaster. We are able to see what our partners might have that we can request for additional resources. This tool recently received an upgrade to it that now the Federal government is providing some refresher training. This is a notice regarding that refresher training. Myers added CASM was something we talked about as part of our regional plan efforts and going back to utilizing that and that is going to require some training. There was a refresh that took place on Monday this is training related to that refresh of the CASM tool. It is something we will probably be bringing back to this group looking for more support, because it came up in our Executive as to the full blown CASM training verses refresher training.

3. Sign-up for Notifications

Jelinski reported that can be done online. Myers explained if you go to the link that is in the document this is underneath signing up for the list serve notifications. If you want to receive communications not only from within our region, but also on this page you will see the ability to sign-up for some of the state notifications through their GovDelivery process.

REPORTS:

SECB:

1. MnDOT/ARMER/RIC Report: (Update)

Tait reported ECN and the SECB Land Mobile Radio Committee are going to be hosting an encryption summit on May 4-5th up in the Brainerd area. There has been an awful lot of discussion here the last six months. Some of the board members may be aware at the local level on the need to encrypt all our radios, because of an FBI security requirement that has been in existence for the last five years. It has been a good discussion so far. It is certainly not a decision that is going to be made overnight. There is a lot of different aspects to the whole encryption issue. Tait encourages everyone at the local level and the regional level to slow things down and make sure you are talking this through before we go spend a bucket full of money to buy encrypted radios. We want to make sure everybody is in sync in making the right purchasing decisions to be able to meet those FBI requirements. Your region is very well represented at the encryption summit. You have 3-4 people that will be attending to represent the region's interest. It is a marathon not a sprint. We are not going to make decisions on May 4-5th. The intent of that 2-day workshop is what are the questions that need to get answers. What are the things we need to look into. It will probably take a good year to come out with a comprehensive plan. This is just the starting point on a very long journey that all of us will have a seat at the table for.

Stevens County Commissioner asked can an older radio be encrypted? We replace some radios every year. We have it in our emergency service budget. Should we not buy any this year in case it is not settled?

Tait explained a lot of the current radios may, or may not, be encryption capable. Some of the real old ones just cannot do it. Some of the newer ones have it already in there and some of the newer ones do not have it in there, but it can be added. It is a different answer based on the type of equipment you are operating. The big thing on future decisions is to make sure you are reviewing those price quotes you are receiving from the vendor. Make sure that the right features are there. So, if and when the time comes when we need to flip the switch for encryption we are not going back and spending more money to get you to where you need to be. It is better to have that in the radio when you buy it and then turn it on later. Verses go back and add it to the radio after the fact. Larson and Lahr are great resources for your region.

Larson added if anyone wants to speak outside of the meeting, Larson is happy to help out. The goal is to empower your agencies to give you the information, so that you can make your purchasing decisions.

Grant County Commissioner asked is that encryption applicable to all EMS including Law Enforcement, or just Law Enforcement? Tait replied there has been a lot of discussion on that. We cannot take a step backwards in interoperability to comply with this. We have to work with Fire and EMS on a daily basis and we cannot leave them in the dark with our radio communications. The root of this is that unless you are certified by the FBI and the BCA you cannot have access to sensitive criminal justice information. And that is criminal history, warrant information, sex offender information, stolen vehicles, etc. It is not appropriate for Fire and EMS to have access to that type of information. The encryption is to make sure that information does not fall into the wrong hands. Fire and EMS should not have had access to it anyway, so the encryption issue, and who has access, are two separate discussions. We just need to make sure we find a work around where we are not compromising the ability of Fire and EMS to listen in on Law. We are not putting too much criminal justice information out there. And we are not compromising the safety of our responders. It is a very complicated solution, one that the state is not going to dictate. Those are local decisions everybody is going to have to work out on that jurisdictional level.

REPORTS: (Continued)

SECB: (Continued)

2. SECB: (Micah Myers)

Met last Thursday. We have several vacancies on the SECB and on its supporting committees. We have had that issue here in the Central Region, and we are working through a process based on the discussion we had as to filling some of those vacancies. Under the new business, we had some good discussion under the support of legislation that is coming up HF2821 and SF2670. We are going to ask the board here for support to send in a letter of support. That is for bills that are coming up with some potential funding for replacement radios. We also asked for the board to commission a study to come up with the cost to operate not only the ARMER, but NG911. A lot of the components are there. We are not at back haul costs like what MnDOT provides to the board as a report. We are looking at for the local entities as to what is it their costs are to run their PSAPs. Looking at their staffing. When we are looking at going back to legislators to seek additional funding to support these areas, it is hard to go there when you do not have an idea as to what your real exposure is. It is one of the things we are chasing after right now with the two files. Looking at trying to pull what level of impact does this encryption have. Where we are at for subscribers taking inventory. We are looking at bringing that in as well. We had a report from CISA on the Shield's Up. Jim Stromberg gave us that. Then we had our standing committee reports from all of the supporting committees. We gave reports from ECN. And Tim Lee gave a report on the ARMER project status report.

3. Finance Committee: (Micah Myers)

We brought two items under new business to the board. The support for the two bills that are going through for funding replacement radios. We also had the item that we brought to the state board for the study on costing. As a standing item we have on our agenda we went through our SCIP goals. The two items we brought are two key components to the five items we have on our SCIP goals that we are working through. We approved a letter to the Executive Director to the MN Indian Affairs Council seeking them filling a vacancy that we have on the Finance Committee working with ECN staff Bruning and the Northwest Board they have identified a potential candidate for that. We asked the Director if the Indian Affairs Council would appoint them. We sent that letter off. We talked about an in-person meeting with our Finance Committee. This is Commissioner Swanson out of the Northwest Region. One of the things they are doing there what we envision is as we progress through the year there are items we would like to do a more in-depth discussion that we cannot achieve in the 1.5 hours that we have scheduled for our monthly meetings. We are looking at building more of a summit or an all-day event with the Finance Committee taking things we discussed that we like further detail and building a more-detailed agenda and getting that group together for an annual in-person meeting. Then there was discussion on the bills. We had a couple of items that our Grants Workgroup is working on based on requests from the Finance Committee. That is looking at appropriations on how the money that is appropriated to the SECB, looking at having stuff that is specifically identified for some other support items.

4. Legislative Committee: (Micah Myers)

Met on March 3rd. There was a good discussion on the 403 rewrite. There is the technical. Stroud gave an update as to where that is progressing through the current legislative session. We had a discussion on the governance side and that is one that is going to impact us. Our Governance Workgroup has reconvened, and we are working through the language change. On Monday, met with that group to go over a crosswalk document of the proposed changes. We got a report on the mental health legislation as well as the telecommunicator workgroup that provided for certification and then there is also pension workgroup. We also had the filling vacancies item, so we are working to a more centralized approach that the SECB would be able to provide and seek representation not only on the SECB, but also on the other committees that support that.

REPORTS: (Continued)

SECB: (Continued)

5. Interoperability Committee: (Micah Myers)

Most of the action items we took were the approval of COMLs, COMTs. From our Central Region the folks that were there were Bonnema for Kandiyohi County was going for renewal of his COML, Vnuk for this COMT, Jansen got his COML/COMT, Timm got a COML, COMT, and AECS. We had a discussion on our goals. We had a discussion on filling vacancies with that group. There was a follow-up on the Operation Safety Net after-action report. Discussion on COMUs and the MNFOG upcoming revisions.

6. Land Mobile Radio Committee: (Kristen Lahr)

No report.

7. Steering Committee (Kristen Lahr)

No report.

8. NG911 Committee (Sarah Booker)

At our last meeting on the 16th, we did have the presentation from Jim Stromberg on the Shield's Up from CISA. We had some discussion on the best way to track our SCIP goals progress. Some discussion on PSAP recruiting and retention. Some of that came from our request from the MN Sheriff's Association PSAP Committee and we did have an ask from Director Wahlberg for feedback and comment on some ideas including a professionally developed video to help try and supplement some recruitment and retention issues. That discussion and request for feedback also included possibly reallocating some funding towards these types of initiatives along with some ongoing needs of the PSAP. That request will be socialized through our region to gather that feedback and commentary and be sent back to Director Wahlberg. We did have a discussion much like the other committees regarding filling vacancies on our NG911 Committee. We are pretty close on getting everyone filled back up. We did have updates on the ongoing legislative initiatives including the 403 updates and the working groups both the training and certification and the pension working group. We did have an update on our 988 Mental Health workgroup activities including the best practices guide that is in-progress and that the smaller subcommittees are meeting with the MN Department of Health and other mental health stakeholders to try and move this forward when 988 goes live here in July. We had some discussion on our initiatives regarding the COOP planning and the cybersecurity and where the status of those two projects are. And then we did have some brief discussion on the initiation of a couple of new workgroups that we have going including Operations and Technical. Those meetings will be kicking off shortly.

9. Wireless Broadband & Applications Committee: (Brandon Larson)

Met in March. We received a brief update on the build-out of the AT&T infrastructure throughout the state. We had conversation regarding our strategic planning goals. One of our goals that is a collaborative goal between the Wireless Broadband Committee, the Interop Committee, and ECN on updating the MN Field Operations Guide (MNFOG). The MNFOG is a pocket guide, a flip book, for field personnel that assist them with communications resources, technical information. One of our goals with Wireless Broadband, and feedback from the after-action report from Operation Safety Net down in the Metro, is to include a chapter regarding Wireless Broadband resources and capabilities. For instance, if you have an incident or an event that occurs someplace where there is not proper broadband technology, or from natural disaster, it is impaired and there is an outage, how can those personnel understand how to call and request. And what they should be requesting to help fill that coverage gap and what carrier. We have our workgroup that held their first meeting last Friday and received a presentation from the FirstNet Authority. Our next couple of meetings will be with the other major carriers to receive similar presentations to help put together information and recommend content for this chapter.

REPORTS: (Continued)

SECB: (Continued)

9. Wireless Broadband & Applications Committee: (Brandon Larson) (Continued)

We received a clarification presentation from our Regional Interop Coordinator Marcus Bruning regarding Operation Safety Net after-action items. The gaps that they found throughout their operation are closely aligned with our existing strategic planning. And a similar thread from other committees is that we do have a number of vacancies on our committees. The next issue would be having people show up even though they are assigned.

EMS/Hospital Workgroup: (Paul McIntyre)

Our group continues to be in-process of coming back. Hopefully plan on meeting in April. Waiting to hear back from our appointee from the state. Thanks to the hard efforts of the RICs they have reached out and got some regional representation along with our current other stakeholders in both EMS and the Hospital-side that will make sure it gets out to those list serves. Got a few things to work towards as a group.

Regional Leadership Group (Next Meeting July 25, 2022):

Tait reported we will not be having one for the 2nd quarter because we will all be up at the conference in April. We will have one in-person in July. Typically, we hold that at the MnDOT office in St. Cloud and that is our desire. That will be occurring at 9:00 a.m. on Monday, July 25th. That first part of May we will make sure we get that information out to the members of your region.

GENERAL DISCUSSION AND NEW BUSINESS

Executive Committee Reports and Items:

1. 2022 SECB Grant Application (Update)

Myers reported we have officially received our signed and completed grant. Just a reminder that our SECB for the 2022 year was to help cover the costs for Wilkin County with their console replacement. That is in-progress.

2. Regional SCIP Plan (Update)

View online.

3. SHSP Grant Letter (**Action Required**)

Myers explained in the past this group had approved a letter for Commissioner Jelinski to sign-off and we sent that letter to the Director of Homeland Security, Director Kelly. It was also 'Cc'd to Commissioner Harrington and Director Wahlberg from ECN. The letter you have in the packet it was expressing our concerns for the reduction in funding that has come by way of the SHSP Grant over the last two cycles we did not receive an allocation that a lot of times we used for training. The bigger things is we know there is funding that our region had turned back and we had asked specifically to be able to use that for some of the other needs we have on the communications side as the SHSP Grant is the grant that we can do on the stuff that is not eligible under the SECB Grant. That letter was sent several weeks ago and we have not heard any response to it. What we are asking here for today is to allow Commissioner Jelinski, the Chair of this board, to send a follow-up response email asking for an update as to whether, or not, they received and acknowledged our letter. Jelinski would be looking for a motion to move forward with this item. Myers explained what we are looking at is to recoup the \$89,250 that was sent back due to the Emergency Managers had hired someone to do something and that person had to step away leaving that \$89,250 in lieu and they had to send it back. That money is there and we are simply asking we would like to have our fingers on that money to move forward with equipment here our process. Myers stated that is part of it, but one of the things we did if it comes back by way that the individual counties have to go through we lay out here. We have several shovel-ready projects in the Central Region that there is dollars that if they could be turned back to communications along with the \$89,000 there is other money that sits in that grant.

GENERAL DISCUSSION AND NEW BUSINESS (Continued)

Executive Committee Reports and Items: (Continued)

3. SHSP Grant Letter (Action Required) (Continued)

Myers explained we are seeking that, because it is one of the few opportunities we have to get assistance as the SECB these projects you see listed here are not eligible for. We have Mille Lacs County, Douglas County, and Myers is going to have to update this, because Douglas County has recently said the hospital is going to be moving forward. They have been waiting patiently for a while and the last two go arounds of the SHSP there was no funding made for communications. That was the intent of our letter, not only to get the \$89,000, but also look at if there is any additional funding that can be made available for these shovel-ready projects. *Douglas County moved to approve. Grant County seconded.* Roll Call Vote: City of St. Cloud – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye. *Motion carried.*

4. CMN800MHz List Serve (Update)

Myers reported the Executive Committee just approved. This is an item that the board took action on two meetings ago. It is going away from our current list serve process to a new. We approved the sunset date of May 16th and then we also approved today to create 9 public lists which will allow people to sign-up for. That is what Myers was eluding too in the sign-up notification. If you go to the website it will take you directly to the page where you can find a form that you can select out a list you want to sign-up for both from the Central MN and the state. We will look at one that is going to be creating, as part of our action we took today, we will look at a private list that we can use for sending out communication much like the communication that Larson sent out earlier to the list serve this week with information updates from something that is not a topic that is on the website.

5. Attendance Recap 2021 (View EMAC)

Myers stated this is included. The question was asked from Myer's support staff. As part of the attendance standard the EMAC is not one of the required groups. It is the O&O, Users, RAC and the Board is what goes in counting for the attendance standard. The question is do you want to continue to have this in the packet for your information as to who is attending the meetings? Jelinski asked is there a need? Stevens County thought probably not, Pope County seconded that.

RAC Report & Items: (Micah Myers)

1. Grant Signatory Authority (Action Required)

Myers explained typically we go through the process when we are applying for grants we bring it to the board. They approve it, then once we get a dollar amount then it comes back and that is also approved. One of the things that we have by way of contract. We have it covered. The board allows Commissioner Jelinski to sign-off, but as the Regional Coordinator one of the responsibilities that we have under the Regional Coordinating duties is grant administration, so Myers ends up signing off on it. When we were doing this last round of the SECB Grant, it was noted and sent in and we moved forward, but this is a house-keeping measure, so we want to pass a resolution here, so it is not Jelinski or Myers, it is a position. We are asking for going forward on the grants when we are working with ECN that the Board Chair and the Regional Coordinator will be the signatories to the grant. What we are asking for is approval today. We will sign this and we will put this on record upon approval. *Pope County moved to approve. Stevens County seconded.* Roll Call Vote: City of St. Cloud – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye; RAC – Aye; O&O – Aye; Users – Aye; EMAC – Aye; NG911 – Aye; Logger – Aye. *Motion carried.*

GENERAL DISCUSSION AND NEW BUSINESS (Continued)

RAC Report & Items: (Micah Myers)

2. Support for HF2821 and SF2670

Myers explained one of the things we are looking for is an official ask. We have a draft letter that was sent out. This was sent out to the Finance Chairs and it goes to each of the respective committee chairs on these two bills. It is who you address it to. It is a boiler plate. You can take that and work with that and send it out. But then also looking at getting an official support from this board as well. Myers stated in the packet is the template that we sent out by way of the Finance Committee. Basically, you fill-in your county information and you address it to the chairs. We are looking for approval to send that out. Jelinski asked is the ask also a letter on behalf of the Emergency Services Board Central Region supporting this also as the chair then Jelinski would sign that? Myers replied it would be, but being that we already approved the agenda and this is not listed as an action item, Myers does not believe we can take any action on that it is the logistics. But, the individual counties that are represented here today they can take the letter that is in here and they can send it on behalf. We have had a handful of folks from within the Central Region that have already done that. What they have been doing is they have been sending them to us, or you can send them direct to Dona Greiner from Stevens County who has been heading it up.

Commissioner Kopitzke thanked Dona and this board for taking this up. A lot of commissioner boards have sent letters of resolutions to support this too. We are getting close to making this work. Kopitzke appreciates all the effort from everybody. If we could pull this off it would be great. Commissioner LaValley added they want to count and know just exactly how many radios are out there, so they can figure out the true ask. That is why this date would be good to get it plugged in and pass it through the county boards. Commissioner Schmitt added it was a few weeks ago already where at AMC Schmitt testified before Chair Mariani and it was a \$270 million dollar ask overall from AMC's side conjoined. There is good support through multiple angles on this one. Every little bit we can do will help push it over the top. Commissioner Klages from Big Stone County has a list of the letters of support if you are interested in hearing who so far has sent letters: Southwest MN Emergency Services Board, AMC, City of Donnelly, Morrison County, Stearns County, City of Hancock, Grant County, Stevens County, City of Ashby, City of Graceville, Ortonville Police Department, Stevens County, Big Stone County, City of Clinton, etc. Dona may have a few more yet.

EMAC Report & Items (Stephanie Johnson)

Met January 26th. We continued the discussion of closing out some of our projects on the EMAC Strategic Plan that went through 2021. Some of those projects we were not able to get to due to COVID. Which is why we are continuing discussion of if while we are working on our next EMAC strategic plan if we want to work on some of those projects in the meantime that we were not able to get to. We have also had more discussion on how we foresee post-COVID meeting logistics. All of our groups passed Bylaws for virtual options during COVID and also hopefully carrying that over post-COVID should we need to have a virtual option. Once we get past COVID, we need to have it be more blended where we have both in-person option for the physical location requirement and then also a virtual option. We are continuing that discussion of how we see those logistics working in order to have all attendees, whether it is virtually attending, or in-person attending, feel like they can participate in the meeting and get the same information out of the meeting. Many of our counties logistics-wise in our facilities have difficulty meeting those requirements. We are looking at how we can blend that. We also had the National Weather Service provide a spring outlook on what it is going to look like for our region. With the snow melt, we have definitely started seeing some of that outlook take shape. We also are looking at with National Weather Service rate of our coverage it was brought up that some of the counties in our region have less than ideal radio and radar coverage, so how we can increase that with the National Weather Service. We also talked about asking some of the adjustments to the nomination process for leadership positions.

GENERAL DISCUSSION AND NEW BUSINESS (Continued)

EMAC Report & Items (Stephanie Johnson) (Continued)

Right now, what EMAC does is we vote on those at are second to last meeting of the year is the nominations and then our last meeting of the year is our actual voting on the officers and instilling them. We are talking about maybe doing a little bit more recruitment time for those who are interested, and also to allow time for those incoming officers should they be new to have a little bit of time to shadow the outgoing officer before everything is handed over to them. Our next meeting will be April 27th.

NG-911 Report & Items: (Sarah Booker)

Met in February. Majority of our February meeting were the updates Booker already addressed in the SECB report. One item of note for the Central Region, Morrison did go live on text-to-911 in February, so the only one left that is not taking their own text-to-911 is Swift County and they have been dealing with some equipment delivery delays.

O&O Report & Items: (Brandon Larson)

Some of the activities by the O&O Committee since we last met we received and approved a request for our encrypted talkgroups from the US Postal Inspection Service. They do have a law enforcement division within their agency. We also approved a request for our all-discipline encrypted talkgroups for CentraCare. Meeker County came forward with a participation plan amendment to make an adjustment for their secondary connection from their PSAP to the ARMER network and that was approved. Stearns County came forward with a participation plan amendment to add two MCC7500 console positions which was approved. Otter Tail County came with a participation plan amendment requesting additional radio IDs of approximately 220 which was also approved. The committee also reviewed and approved a COML renewal for Kandiyohi County. And an initial application for COML position for Stearns County.

User Report & Items: (Paul McIntyre)

Met on March 17th jointly. We do have one item that is action required and that is our Training Roadmap. McIntyre explained part of our strategic goals and also feedback from our users both the O&O/Users and other members of the region we still feel training is valid and important. With the changes in the grant funding, when we are not given funding specifically for training as we have in the past, the group wants to come before you and ask permission to try and find additional funding sources between other grants, ECN, NG911, and if unable to find funding to come back to you for the next meeting and hopefully use funding out of the reserve funds to continue with training. What you see in your packet is a list of trainings that the group feels is important. The top one is one that was already approved by you guys and already authorized for funding which is the ARMER Radio Trainer which is coming up on April 12-13th. The other ones are a list of some additional trainings we are interested in doing this year probably in the fall/winter timeline and to start seeking funding with them. Myers is going to go over another potential training related to the NG911 and PSAP side. Coming before you to seek approval to seek funding or come back to you with a priority list of trainings that we want to do yet this year and potentially look at reserve funding to be able to do that and continue educating and training our folks on the needed training for all of our different types of communication systems.

Myers added the item McIntyre is referring to is actually listed here on the NG911 training. We reached out to the 911 Training Institute looking at training requests coming from our NG911 folks. We have some options on that one. That is the \$4,500 looking at doing either a hosted or virtual hosted class. As you can see 25-35 folks. The return on it where it pays is if we get anything over 20-21 people in the class. Those additional participants are cost neutral. That is our break-even point for the class. So, we have the options, and as McIntyre eluded to we are looking at multiple funding sources for this. We will be coming back to this group, because we will be setting our budget meeting here in June. Looking at what we will be asking for by way of pulling from reserves to cover those costs. Also looking at what we can acquire through ECN assistance and the grant programs. We have sent a poll out to the user base and we are getting some pretty good results back as to what they have given priorities.

GENERAL DISCUSSION AND NEW BUSINESS (Continued)

User Report & Items: (Paul McIntyre) (Continued)

Myers explained based on what we are able to identify as potential funding sources to bring back to you if we cannot cover those we did the survey so we will have that priority roadmap saying these are the trainings we are going to request for you. The action item as McIntyre eluded to is to allow us to go and seek those funding items from the grants perspective, ECN assistance and from pulling from reserves.

Jelinski stated the figure we are looking at ultimately that could be pulling from reserves would be \$4,500? McIntyre reported it would be the whole \$27,800 if we do not get anything else and we ask to approve all the trainings. That would be the max, or whatever the max you allowed us to pull from reserves we would take a look at the prioritized training and make that work.

Jelinski asked what do we have in reserves today? Myers does not have that number in front of him. We will have that detail. What we are looking for today is just the ability to go seeking other funding sources and bring back to this group details as to what we would pull from reserve and what we were successful in acquiring through either grant or ECN assistance.

1. Training Roadmap (Action Required)

Big Stone County motioned. Traverse County seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye. Motion passes.

2. MN Public Safety Communications Conference Reimbursements (Action Required)

Jelinski explained Central MN ESB has always allowed those attending a certain amount of money that we can claim to get back. Myers explained in the past we would utilize grant funding to cover the costs. On an average year we were spending somewhere north of \$5,000 to about \$6,000 that was typically covered through the grant reimbursement process. We do not have the grant reimbursement process to draw from this year. What we are looking at is it the will of the board to continue the practice of that and pulling from reserves in an amount not-to-exceed what we have done in the past. We have limited to each and because of the compressed timetable with this grant what had also happened in the past that each entity could send up to four and if an entity did not send four those slots were made available to the others. That is how we capped it within that window of about \$5-6,000 by limiting how many per each agency. The question to the group, we will not have grants, this will have to come out of reserves. It would impact the previous item we had as to do we want to reimburse lodging, conference registration which is at \$125, and then the lodging for the conference. There is some pre-conference activities in the past that was the responsibility of the entities. If the group so chooses they can make that approval here today and allow us a not-to-exceed amount to cover the costs for folks attending the upcoming interop conference. *Stevens County moved to approve. Grant County seconded, motion carried. Myers stated just to make sure there is clarity that this will be coming from reserves, not from grant funding, because we do not have grant funding available to us. Roll Call Vote: City of St. Cloud – Aye; Big Stone – Aye; Douglas – Aye; Grant – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye. Motion passes.*

Logger Committee Report & Items: (Brandon Larson)

This board previously approved already Washington County to join the Regional Logger. What this ask is that it has been some time since this board approved Washington County joining the Logger and Washington County finally having the opportunity to take action to complete that process. As we are doing that it came on a similar time to our committee discussing our capacity. The whole reason we entered into allowing others outside of the region to join was because we excess capacity.

GENERAL DISCUSSION AND NEW BUSINESS (Continued)

Logger Committee Report & Items: (Brandon Larson)

The whole purpose of the Logger was for shared resources and to lower costs. With Washington County coming to join they came as an agency that previously had their very own logger and they have, as a large suburb of the Metro area, a lot of different talkgroups they record right now today that they will have an intent to record on our Logger. Understanding they come with a need that is greater than many of our members on the Logger. We discussed with Washington County and they also agreed as well as our committee that the amount that Washington County contributes to the Logger annually should be commensurate with what capacity they will be utilizing on the Logger. Currently, what this board has approved for the year of 2022 is that a limited member, so our existing limited member that is using the Logger right now is MHealth, they are paying \$6,300. Our committee's action was to increase for Washington County's contribution from \$6,300 to \$12,600 for 2022. Washington County was on the call and there was good conversation with our committee meeting and they agree to this increase. In addition, Washington County has an existing logger. The equipment that connects their logger to the ARMER network they would be willing to transfer over to our committee which would benefit our committee in the event of any hardware failures we would be able to utilize this equipment to keep logging without interruption. The intent would be that this hardware does have a value that we have determined what that value is and that it would be amortized over four years to determine for the inkind transfer of hardware over to the region and the Logger Committee.

Larson pulled up a visual aid. The screen that you are seeing now shows year 1 Washington County contribution would be \$12,600. The value of the hardware that they currently own is \$50,000. We would amortize that over four years for that hardware value. In the top row year 1 there is a value of \$12,500. That is the annual value of that hardware for year 1, 2, 3, and 4. The row just below it has a value of \$12,600 that is the annual contribution for 2022. Year 2 you will see a value of \$13,230 that is an increase of 5%. We are anticipating due to some of our maintenance contracts we will have a 5% increase annually. That increase is reflected in that second row. The very bottom row shows a total contribution after amortization. In year 1 2022 there will be \$100, year 2 is \$730, etc. Until year 5 that hardware would be fully amortized and reflected is the estimated contribution by Washington County to the Logger. On Larson's next slide to put this into perspective also. The orange highlighted row that say Motorola AIS Maintenance – Primary they are taking on that hardware. There will be an increase to our annual budget of approximately \$800 Larson has anticipated for that. That additional contribution from Washington County will help offset once the hardware is amortized.

Grant County Commissioner asked this limited membership what is the entitlement there other than just being a regional logger. Are they going to be part of our grant processes for our BDAs and maybe possible ARMER radios coming out? Larson stated no. These limited members are not becoming a party to the JPA. They are just utilizing. Essentially, the logger is a vendor and these other agencies are contracting for services. We go through the governance process, because we are a Joint Powers Agreement and we fall within that Joint Powers governance process. That is why Larson brings this to you, because one of the documents we need to finalize so Washington County can complete the contract portion of this agreement is Appendix A which shows their annual costs. Our ask from this board is to approve that Washington County will pay \$12,600 when they join this year in 2022. And we will except transfer of ownership of the hardware they maintain currently and we will amortize the value of that over four years.

1. Limited Member Contribution – Washington County (Action Required)

Stevens County moved to approve exactly how Larson stated it. Pope County seconded. Pope County Commissioner asked does that hardware have a shelf life obsolescence? Larson stated this hardware is similar to equipment that your agencies have in your dispatch centers. There is an annual maintenance that is paid to Motorola to maintain and upgrade that equipment.

GENERAL DISCUSSION AND NEW BUSINESS (Continued)

Logger Committee Report & Items: (Brandon Larson)

1. Limited Member Contribution – Washington County (**Action Required**)

For any future Motorola upgrades until Motorola determines they are no longer supporting it, which Larson has not received that information, that it would stay current and be updated per the Motorola agreement.

Pope County Commissioner asked you have confidence that it in four years it will be fine? Larson replied to his knowledge right now, yes. It is the same equipment we are operating right now and we have not received any information that it will have to be replaced or changed.

Grant County Commissioner asked was that grant dollars that bought that equipment it was not county local levy dollars? Larson is not sure what funds Washington County used to purchase that equipment initially. Roll Call Vote: City of St. Cloud – Aye; Big Stone – Aye; Grant – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Wright – Aye. *Motion carried.*

Additional Agenda Items

None.

OLD BUSINESS:

- a. ECN Program Updates Newsletter
View online.
- b. Attendance Update.
View online.
- c. Current Representative List
View online.

UPCOMING MEETINGS:

The next meeting will be held on June 8, 2022. Preliminary Budget Meeting.

ADJOURNMENT:

Chair Jelinski made the executive motion to adjourn the meeting and the motion was carried unanimously at 2:35 p.m.

Recorded by Shari Gieseke.