

**Central MN  
Regional Advisory Committee  
Friday, April 9, 2021 – 10:00 a.m.  
Microsoft Teams Meeting**

**Members/Alternates Present:**

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

**Members/Alternates Absent:**

17. Big Stone County
18. Kandiyohi County
19. Pope County

**Guests Present:**

Jeff Jelinski, ESB Chair – Morrison County Commissioner  
Steve Tait, Southern RIC – ECN  
Mike Kahl – Granite Electronics  
Sarah Moulzolf – Granite Electronics  
Dereck Leyde – Northland Business Systems  
Heidi Schultz – Northland Business Systems

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

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

**Revisions and Approval of Agenda:**

*Swift County made a motion to approve the RAC Agenda. Todd County seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Douglas – Aye; Grant – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – 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 March 12, 2021. Todd County seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Douglas – Aye; Grant – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Traverse – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye.*

## **Communications:**

1. ECN Webinar Series

Tait reported we are just starting our second quarter webinars next week with an overview of the ARMER system. In your meeting packets is the list of the webinars that are coming up over the next couple of months. We have ARMER next week, John Dooley is doing a couple of sessions on IPAWS, we are going to have some discussion on 9-1-1, and cybersecurity presentation from DHS/CISA. We have had pretty good participation so far usually about 30-40 people on average. Those sessions are recorded. If you are not able to attend the live version you can go to our training website and view those at your convenience.

2. NG9-1-1 GIS Presentation for the Central Region – April 8<sup>th</sup>

Myers reported we had this on the agenda, because this went out prior to the meeting. If you would like to view that if you were unable to it is available online.

## **Reports:**

### SRB/ARMER Update; MnDPS/MnDOT:

1. MnDOT (Dave Klema)

No report.

2. SECB: (Micah Myers)

Met on the 25<sup>th</sup>. LMR Washburn County, WI Interoperability Participation Plan was approved as well as Standard 1.6.6. Infrastructure Security: Data Classification. The Finance Committee brought a letter to the SECB asking for clarification in defining the Finance Committee's role. There was a good discussion looking at addressing all of the committees roles, but that was approved. And that was that the Finance Committee reviews all matters of financial impact to the SECB Board members of the SECB. The other item that was approved and impacts us was the T-CPR Grant which started April 1<sup>st</sup>. Folks are going ahead moving forward on that. Myers asked one of the vendors that was having an issue, has that been clarified? Booker reported we are still waiting. They changed representatives midstream for our area. The statewide NG911 Committee Chair spoke with him last Thursday to see what we can get for a firm timeline. Last Thursday he thought it may still be a couple of weeks, because their medical director was reviewing it. We sent another communication yesterday asking for an update and as of yet we have not gotten a response. We have three agencies in our region that initially selected them. We have the Virtual Academy option as a back-up plan to that. It will fit in because it is actually less costly than what the IAED vendor was. In the end of it we will probably have turnback funds rather than have to go ask for an amendment for additional funding for them to make a change. One of the three has already chosen to do that. The other two are probably close to that, but hopefully we will hear back from the new representative soon. Myers stated if there is anyone that did not put in an ask for reimbursement and decides at a later date, Myers asked Tait as long as it was within the window of the grant period could we come back and ask for additional funds for that? Tait replied yes you certainly could. You would have to do a grant amendment, but that is just a little administrative work. It is important to spend that money. Myers just wanted to keep that out there for the folks within the region that if they did not, or if they find they have additional staff, or they have personnel that switches between now and then, it would be something to consider. Just want to make sure we know so we can do it in a timely manner.

Myers added the Finance Committee did take up the majority of the SECB. A lot of it was along the lines of the legislation that is going through and then the fee diversion strike force the FCC is sitting and the comments. We sought approval to seat a workgroup. We got together, we had a shorter window than we thought, we did put together a draft. Due to logistics we were not able to comment, but we are still monitoring what is going on at the FCC, because once that group has set there will probably be a chance to do some commenting there.

## **Reports: (Continued)**

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

#### 2. SECB: (Micah Myers) (Continued)

Myers has already requested to be on the SECB agenda for the next meeting is the seating of a workgroup to deal with long-term funding strategies for LMR and LTE. Myers is looking for folks in this region. Our goal is to have representation from the regions, all the SECB committees, our partners such as the Sheriffs' Association, League of MN Cities, AMC. We will be reaching out to those. Those are the folks we are going to initially ask, but we are not going to limit it. If there is anyone from our region that wants to let us know and then we will make that official ask from the board and have those folks sitting on that committee.

Interoperability Committee had a couple of approvals. IPAWS there was not a report from them. Land Mobile Radio we talked about the two action items. The Legislative Committee gave their report as we talked about with the SECB. They are working on a 403 rewrite. We will also need to appoint someone to that 403 rewrite workgroup that is working with the consultant. They have a meeting scheduled that Sandi Stroud sent out. They had out a request if you would like to be a participant on that workgroup let Myers know so he can get you on the list so she will start sending out the meeting schedule and provide the updates that are there. NG911 gave a report on the T-CPR and then also the provisions to the T-CPR Standard they are working on. Wireless Broadband Committee did give a very short report. The ARMER status project report was very short all the sites they had commissioned are on the air. They are talking about the maintenance and stuff they are working on. ECN gave a brief report.

#### 3. Finance Committee: (Micah Myers)

Met yesterday. Due to a mix-up the grant hierarchy changes from the Grants Workgroup did not end up in the packet. We did have some discussion, but we tabled it. We had gone through the hierarchy for the SECB and made revisions to the requirements and aligning those with the dispatch operations and support. Making sure it is very clear that the grant is going towards the 911 so we are not setting ourselves for anything that could be construed as a diversion of fees.

The FCC Fee Diversion Strike Force has not been seated. Director Wahlberg has put her hat in the arena. From our region, Commissioner Jelinski through the AMC put in an application.

LMR/LTE funding. Some folks asked what the number look like if we had to charge subscriber fees. Just on a simplistic they threw out a number based on 90,000 subscribers to the \$9.7 million. The one thing that was put out there was MnDOT has to provide us some insight as to what that budget is going to look like. That is partly right, but as Tim Lee put out there if we are going to go to the legislature looking for funding for that it cannot just come from MnDOT. It has to come from all our participants from the regional boards, SECB, partners like the Sheriffs' Association and everything. If we are making a case our voices carry more weight when we are all participating. And that is why we need to make sure we have representation from the regions on this committee as we develop. If it is deemed the ARMER backbone costs we are paying out of 911 fees is a diversion, we need to have a plan. We need to start preparing for that. Another item we are looking at is producing a fact sheet. This is a request that came from Marion Larson representing the Ambulance Association. Looking at how we got here, what is it going to look like going forward. That is something we are going to put together that we can send out to the regions and start planning for this. At the last SECB meeting, Commissioner Jelinski had asked the question as to Director Wahlberg how long do we have with the 911 fees that are currently supporting the backbone. She said it was in the budget to June of 2023. We have to start addressing this in our next budgeting cycles so when you are doing your budgeting cycles in 2022 we will have to plan for that. We have to start addressing these now. Myers wanted to make sure everyone is aware to start thinking about questions or needs that you want on that.

## **Reports: (Continued)**

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

#### 3. Finance Committee: (Micah Myers) (Continued)

Myers explained Grants Workgroup update, we had yesterday we were required to have all of our needs that will go into the SHSP application that is due the 23<sup>rd</sup>. The Grants Workgroup had put together a spreadsheet with all the regions needs that was updated. We put the dollar amounts on there. There is still some more updating we will do it. Some of the things we are looking at going forward is the connections to SAFECOMM and the nexus to the PSAPs. That is key, because as we look at these grants going forward, we will have to make those connections. One other item we talked about with the grants hierarchy. As part of the process, we will have to include in our applications a work plan identifying how we make the nexus to the PSAP. That is something the Grants Workgroup will continue to work on. We are trying to get ahead of the game on this whereas in the past we have been behind the game on some of these. That is part of why we updated the hierarchy and what we are doing with the spreadsheet that puts our needs out there. As part of the strategic planning, that is one of the items that we had is how we align our strategic planning needs for the regions and then how those roll-up into the state.

#### 4. Legislative Committee: (Micah Myers)

- a) 9-1-1 Fee Change
- b) FCC Fee Diversion Strike Force
- c) Representation on the 403 Statute rewrite

We talked about here in the Finance Committee the PT Consultant the 403 Statute Rewrite.

There is a group that is going to be meeting bi-weekly on that with the consultant if you want to participate in that 403 rewrite. What they are asking for is our needs from our region. Looking at the 403, so whoever we have as a representative will have to put those feelers out to the group to make sure we are addressing our regional needs as they go through if there is any that need to happen with that 403 rewrite. The 9-1-1 fee change, there is an AMC bill that is out there to keep the fee at \$0.95. What Director Wahlberg had put through Budget and Admin and through the Governor's Office was a reduction of the fee as the debt service had been paid down taking it to \$0.80 instead of reverting back to the \$0.65 where it was prior to the debt service that was committed for the ARMER system. It has been heard in the omnibus bill so that those go from the Senate House. It is moving and we will just have to wait and see what comes at the end, because there are two bills out there. There is stuff from ECN and there is the stuff from AMC. Myers talked about the Fee Diversion Strike Force. We are still waiting to see if we get a seat or when that committee is going to be officially seated. The update as we talked about in the report from the SECB, on the T-CPR legislation they are making some changes to the T-CPR language. The other one is the Telecommunicator workgroup. You can see the two files: HF515/SF565. Those are moving through.

#### 5. Interop: (Micah Myers)

Met on March 16<sup>th</sup>. Recognitions for Robinson and Sizer were approved.

#### 6. Land Mobile Radio Committee: (Kristen Lahr)

No meeting. We will have a meeting next Tuesday.

#### 7. Steering Committee: (Kristen Lahr)

No new reports since our last meeting. We will be meeting next week getting feedback and looking at the results from the regional strategic planning sessions so that can move forward into the state's Strategic Plan.

## **Reports: (Continued)**

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

#### 8. NG911 Committee (Sarah Booker)

Met on March 17<sup>th</sup>. Update on the T-CPR agreements those were all completed. From the workgroup on the T-CPR side, we did have a couple of concerns that are going to be items for continued discussion. Without really knowing how this is going to look until it is actually implemented there are some concerns from the secondaries that are taking the transfers about overloading. They have worked out a plan where they are going to continue to evaluate and review a couple months in for possible reassignment. Just so the transfer agencies are aware they may be reassigned if it ends up being too much call load for one particular secondary PSAP. Also, some concerns with the statutory language that it does not allow a liability exemption for exigent circumstances that occur in the PSAP. Only if the caller is unable or unwilling to perform CPR. There are some concerns about that, because as we all know, sometimes things happen where it just may be impossible for that PSAP to provide those instructions. The standard as of our meeting had not been revised. That has since been revised and it is further on in the agenda. The Advanced Location Classes of Service we were waiting for confirmation from IES that they were ready to support it. We did get that confirmation early yesterday. That information has been distributed out to the region for those agencies that are interested in getting those Advanced Locations turned up. The bulk of the meeting was an extended discussion about the 9-1-1 fee changes and the proposed form document, along with discussion about the diversion and the increase in distribution amounts. There was some brief discussion on the 403 statute revision.

#### 9. Wireless Broadband and Applications Committee (Brandon Larson)

Met on March 16<sup>th</sup>. We had our election of the Vice Chair. Larson was reelected into that role. The statewide coverage tool RFP is now on hold due to the 911 fee diversion conversations. Workgroup brought an action item to us the Situational Awareness Best Practice Guide and that was approved. Look for it on the ECN website under Wireless Broadband. It was a very good document. Gives agencies, both operational and administrative, a good idea what considerations and what to look for when they are looking for a situational awareness product. We received a brief update from AT&T with their coverage.

#### 10. Interop – STR Workgroup (Brandon Larson)

Met this week. Our Chair, Keith Ruffing, had some questions for us. One of them was surrounding how the STR current organizational and support structure is working for us. The consensus from most at the meeting was the radios and the tower are beneficial, but it is up to each region and their local needs of what is of greater benefit. Southwest MN spoke of that is great they have 800MHz radios in their cache, but with their border partners it would be beneficial for them to also have VHF in those subscribers. We talked again about how at some point these subscribers are going to need to be replaced and most will not have funding within their region to replace those. There was discussion regarding whether, or not, we should have the STR align more closely with the programs from which ECN currently has especially if there is any further alignment within the 911 area which would open up some funding opportunities. That was in relation to MCC7500e consoles. There was discussion that was a little bit out of the scope of STR, but it does go hand-in-hand, is that should our workgroup work more closely with the COMU workgroup. Perhaps maybe look if there was any interest in creating a statewide COMU STR team. A lot of different ideas thrown around there, nothing came to any decisions. Tait discussed if we would be interested if ECN were to host a training somewhere in the state where we can have STR equipment from all across the state brought. We could receive some sort of training on it, perhaps even involve COMU personnel. We discussed about having the opportunity to bring in local officials, both operational and administrative, elected officials to explain what COMU and STR why they are of benefit to the state.

## **Reports: (Continued)**

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

#### 10. Interop – STR Workgroup (Brandon Larson) (Continued)

Our next meeting is coming up in June, and Chair Ruffing was planning on having a discussion topic regarding that STR state standard we had been working on for 2019-2020. Myers stated one of the things we, to tie it back to what we discussed at the Strategic Planning, the lack of use of CASM. Would it make sense to tie it back to you putting inventory of what is in each of your STRs? CASM would be a great tool to utilize. Myers does not know if you can write that in and make it a requirement. It would address some of the issues Myers is hearing you guys talk about so you know what is in the inventory. As someone that is saying I am going to request that resource I know what is in there and I know what to plan for. Larson does think the draft standard does have some comment to CASM. That would also be a good conversation at the COMU workgroup to have as well, because when you are looking for resources, CASM is a good one-stop shop, but as of current Larson does not feel confident in the data that is within CASM, it has been a long time since a lot of agencies have touched that data. It does need to get updated and verified that it is still current.

#### 11. RIC Report (Steve Tait)

No report.

### Regional Leadership Group – (Next Meeting April 26, 2021)

Tait reported we will give our standard grant project update. We will get some feedback from the Steering Committee next week on how they want to take that regional input and incorporate that into the state plan and what the next steps will be for engaging the SECB and its committees to start working on the statewide plan. We will have an update on that for you and then all the other routine updates on what is going on at ECN and within the SECB. There is no pre-registration. We dropped that, we thought that was a little too cumbersome for people to preregister. Just click on the links and you will be able to join at either 9:00 a.m. or 7:00 p.m. We will record those sessions and make those available after the fact.

### NG-911 Committee (Sarah Booker)

We had a brief meeting in the interest of time with the GIS Presentation after the meeting. We did review the draft changes to the standard. Those draft changes were reviewed and approved from our committee to move back up the chain. There were no revisions suggested on that. We reminded our membership that the grant agreements were finalized. We are now within the grant window, so training invoicing can begin. Just a reminder to follow the process on the back side of that for the reimbursement on the grants. We did touch on the Advanced Location Classes of Service is ready to go so they can reach out to Comtech to start that process. We had a brief discussion about the attendance standard that we talked about at length the prior meeting, but we are going to hold that for further discussion to the next meeting. We did offer some of the ideas and options that were put forward from the Executive Committee meeting. We amended our May meeting to an online Teams only, it was originally slated to be an in-person meeting.

### EMAC Committee: (Richard Ward)

EMAC held a special meeting on March 24<sup>th</sup> to approve the 2020 SHSP Grant Agreement for regional contractor to assist with planning. Due to the delay in receiving the grant agreement, EMAC will request a 6-month extension to allow more time to utilize the grant monies. HSEM also opened the application period to apply for the 2021 SHSP Grant and EMAC will apply for \$40,000 to support our regional contractor for planning and \$50,000 to purchase equipment with potential training and exercise on the equipment use. Similar to previous grant requirements, the 2021 SHSP Grant monies must be somehow related to terrorism, planning, or response. Our next meeting will be April 28, 2021.

## **Reports: (Continued)**

### Owners & Operators Committee: (Kristen Lahr)

We did not meet due to a light agenda in March and reviewing action items for this month we did not feel it necessitated any meeting this month either. There is no April meeting for either committee.

### User Committee: (Paul McIntyre)

See Owners & Operators Committee.

### EMS/Hospital Sub-Committee: (Paul McIntyre)

No report.

### Executive Committee: (Micah Myers)

We met prior to the last ESB. We went through T-CPR grant, brought that forward to the board for approval. We have a meeting scheduled for May 12<sup>th</sup>. If there is no actionable items we will cancel that, but we left it on the calendar. There was discussion from the NG911 group looking at the potential of adding the NG911 group to the attendance standard, but we want to look at trying a couple of things prior to that. They are going to go and do that and then report back, and if it is deemed that we feel it should go there because we are not seeing the attendance change after those changes. Then we would consider moving it into the attendance standard and bringing it for approval to the ESB at that time.

## **Emergency Services Board: (Next meeting June 9, 2021)**

### a. New Commissioner Training

Met March 31<sup>st</sup>. Their next meeting is June 9<sup>th</sup> that will be our budget. At our May meeting we will be discussing what that budget entails. The other item that took place at this past meeting was the new Commissioner training. If you would like to look at that training it is open to anyone. It is viewable online. Rey Freeman gave about an hour presentation on some governance, the role, and how the boards came to be. We followed-up with a website training showing the Commissioners how to find the information and if there is information they cannot find what the process is. We gave an overview of the JPA, how the committees were formed, what their roles are, and if we need to form new committees how that process works. We talked about if an entity was, we explained how Sherburne County process, if an entity ever was to withdraw from the region, what that looks like. We were able to show that example. Very well attended. Went a little bit longer than we anticipated.

## **Updates from Partners on Current Projects:**

Sheriff Holtz reported we are just waiting for a couple different pieces. Motorola is sending that as soon as they get them made. Did some checking, we will be going with the CRYPTR module. Holtz is currently working with Motorola since they did not put that in his original bid. Holtz and Mr. Fick are having discussion on how that is going to affect Swift County's price. Once we get these 2-3 pieces here it should be put in within a week. Everything is ready to be put in, everything has been tested that can be tested. Myers added keep us informed as the process we are going to be coming up against the time for the grant submittals.

## **General Discussion and New Business:**

### NG911 Grant

#### 1. GIS

##### a) Progress Reporting

Myers reported this is reporting we have got for the folks on the GIS side. As a discussion we had yesterday after the presentation from Sandi Stroud we asked some questions as it relates to the folks that will be turning back funds.

## **General Discussion and New Business: (Continued)**

### NG911 Grant (Continued)

Myers explained trying to get all of our areas where people are through the stages of validation and explaining the hard part is going to be looking at those PSAP boundaries and making sure that is part of what they anticipate the longest time is going to take and making sure everyone is aware of that. We also had a discussion and Myers did put in a follow-up conversation to Stroud and Tait on it, and when we get more information we will bring that back. Asking for clarification because the discussion on, for folks that have not submitted, because after the lengthy discussion on supplanting we deemed that we were unable. As when you get someone else looking at these there is always a difference of opinion. We want an official confirmation that we are correct in our methodology as to what we are submitting. If there is an opportunity to submit for those times we will be able to get that. Then we also looked at if there is other things that ties to or funding options we can use these funds for, because these are federal dollars. It makes more sense to use these federal dollars before we start going with your 911 dollars. We are looking for if there is additional projects that fall within the grant guidance that we can do before we turn back funds. We had asked the members in the region. We have had some of those completed and there are some that are in progress. But before we make the official say we are going to turn back we want to make sure there is nothing that we cannot use those dollars on.

#### 1. CPE – Equipment

##### a) Progress Reporting

This shows the schedule of what is left to do for the folks. You can see how many are online already. We have a handful that are left, but you can see their dates. Swift County will be the last one. With their console project it kind of put them back. They wanted to get that completed. They will be the last member of our region that is part of this grant. Myers does not know if any other agencies within the region are interested in going to this model that the folks you have listed here. If you are not on the list, it would not hurt to ask and see if there is still grant dollars available. Keep in mind that those grant dollars have to be expended by March of next year.

### SECB Grant Application

This is what Myers talked about as part of the Grants Workgroup. There is a master spreadsheet each of the regions were to complete their needs basis on. We took the numbers from here that projects have been funded. They were rolled up into that document. ECN had some numbers they had in the SHSP. They were waiting for the region totals. The regions were all given until yesterday to get their numbers in. Judy Indrelie was going to be rolling it up so ECN staff can take a look at those and they can add them into the request they are going to be presenting. We will wait to see if we get some funding opportunity with that. Myers asked Tait with the federal grants there is no match required. Looking at if some of these projects we have these larger projects that as you look at our table here, Myers put the full project amount depending. For submitting to the SHSP, Myers put our console project, for example Wilkin County. We know that the project quote we have for that is \$493,600, but depending on which grant opportunity is made available to them if it does get under there. If it is the SECB, that will remain at 50%, but could they fund a portion of it to the point that they are still filling the 50%? That is the question does a project have to get 100% covered by the SHSP, or can they fund a portion, and then that entity makes up the difference? Tait replied we could probably look at a portion of funding. Myers stated knowing there is going to be equipment for the SHSP and being that the total like we have \$170,000 in BDA requests that Myers put in there when you total all these up. And then we have the two big projects, Wilkin County project and then the Mille Lacs County projects, that we put in there as well. We typically have more projects than we have funding. This is helping us establish the need so if there is something along the lines that we put in the SHSP and then it comes back at a later date that we cannot, that we have a project waiting in the winds. These are all quotes that have been put in that we can quickly shift and move those, so we can change those allocation amounts.

## **General Discussion and New Business: (Continued)**

### T-CPR Training/Grant Project

1. T-CPR PSAP Resource Documents
2. T-CPR Standard 911-3

Myers explained this is requirements that you have to provide with that. This is the standard. This is showing some of the revisions they are looking to make. Booker added there is just some terminology changes. These were all the changes that were suggested with the conversation with the Attorney General's Office. The inclusion of the statutory citations. Just a couple of language changes up on the top. And then they did remove, not only the entire liability exemption paragraph because the AG's Office felt that it was covered adequately in this statutory language, but they did remove the references to the regional boards having anything to do with maintaining those compliance documents.

### Training Roadmap

Myers explained the board did approve us taking and doing the new commissioner and ARMER radio training. We will have to get that one scheduled. We do not have a date available for that one yet, but we will be looking. It was a class that was cancelled last December. We are looking at bringing it back and there was a high response. Keep in mind this will be looking at regional membership to fill the class, because we are using regional funds, not a grant to pay for this. We have the Dispatcher 2. There was some confusion with the Dispatcher 1. The Dispatcher 1 is a 2-day training. The first day deals largely in part with ARMER governance, and how we got there. The second day of the class is what we call the Dispatcher 2 which is basically dealing with the dispatch. Dispatcher 3 is going to be the half-day follow-ups where it is tailored to your agency. One of the requirements we are having is that you do the trainings. We have a training coming up here on Monday which is full. The number we have in that class is 16. Lahr explained there was a slight adjustment, we had one cancellation, so Lahr was able to get two people in today from Swift County. Myers stated the following dates we have is the end of next week the 15<sup>th</sup> and 16<sup>th</sup> at the Otter Tail dispatch. Myers will have to coordinate, at one point there was an issue with the projector in there. Myers has a projector we can send with if they need to use that if that has not been fixed. Karlgaard was going to talk with Steve Olson and see. We do have a tv we are going to be trying to get there as well. We have talked about a projector as well, but we did not know exactly how well that would work due to the angles of it. Myers can get that over to Lahr and Steve Olson can take it. If you want just so you have it. He will do a preview like what he is doing with Stearns County. They are meeting to make sure doing a logistics check making sure everything is working the evening before. Karlgaard did talk with his county IT staff as well and he believes they said they have an HD projector as well that they could use. Myers stated the follow-up for both of the locations is after you attend the training the next component to get is to schedule those ½ day trainings. What we are trying to do is the logistics on looking at for the folks that attended that are going to request it. Coordinating so we have. They will do a half-day at one location and a half-day at the other. We have multiples of those ready to go through the training. We want to find out what the take rate and get some dates. That we can set that up, so they can go from one entity to the next and do those ½ day customized trainings. We want to quickly turnover after the class we will be looking for follow-up to complete those. Karlgaard asked should it be the same staff that attends the full day course as for those half-day courses? Myers replied as long as you have got someone from your agency that they are aware of it. What we want to look at is that they are going to come in and do it on your console. It is going to be customized. It gives an opportunity for those participants and even your other staff. There are some that attended the previous ones, but if there are questions they want to ask here is your timeslot to get those questions asked is what we are looking at. We just want to make sure that an entity has had someone attend, so that you are not spinning your wheels trying to do the dispatcher 2 training and cramming it to a ½ day. We want to look at getting that detail from what we have seen in the past comments from the folks that have attended a class saying that this would be really nice to have this follow-up training.

The T-CPR what was listed was approved and then we have the CPE trainings that are listed here that the board has approved. You can see the other coursework that we have.

## **General Discussion and New Business: (Continued)**

### Training Roadmap (Continued)

Myers explained one of the things we put into our training requests on the SHSP Grant side we put in a number there as a placeholder so if that is approved in the request, Myers would tell you to look to these past courses at these ARMER-related courses or the ICS/Communication Planning that we did that we consider those. You can look at the dates we last had those and with turnover you can see benchmarking or identifying when we could potentially have a need to put on another one of those classes.

### Regional Strategic Plan

Myers explained these are the dates we did. Very good turnout from folks. A lot of engaging discussions on it. We have since gotten a draft that we are going to be working to make our regional plan. ECN has offered up the ability to put into a format that is standard, or the regions have the option of doing it themselves. Some of the take-aways from the regional planning is there is some goal settings. Things we need to do to accomplish what we asked for in those trainings. We had our initial phase. This is the items we put out there and how do we achieve them. That is the next step in this process. We will start with the group to see if someone else after reading what we put out there. If you would like to participate. We would like to get this as either regular item on all of the committee agendas, or that workgroup who wants to participate on that. This is what we will be bringing back to our ESB. We gave them a high overview as to where we were. At the time we had not gotten the report back from Judy Plante. This is what we have got here and we are going to be presenting that. We will look for some guidance as to how we achieve these. And start forming what our final regional plan is going to look like.

## **Old Business:**

### Attendance Standard

View online.

### SECB Committee Appointments

Myers explained we will put out here continually until we get the positions filled and that is going to be the SECB Committee appointments. We are still missing on the LMR, the alternate, and then a primary for the Interop COMU workgroup. The other ones we will add on here are going to be workgroups. An LMR/LTE long-term funding appointment and then an FCC Fee Diversion. Even though that workgroup did not comment it is something that workgroup will continue to follow. There will be one more in here for the 403 rewrite. There is three committees we are going to look. If any of those areas are interesting and you want to participate on it just let Myers or Shari know.

## **Upcoming Meetings:**

- a. May 14, 2021 – Microsoft Teams Meeting

Myers made a note that there is a bill in the current legislation right now that we may have to revisit this stuff. It is HF820 and it is talking about the Open Meeting Law and changing it, because as people have adopted the virtual meeting space there are folks that want to continue and there are some provisions they have to do from the state statute statutorily. There is a bill that is going through to allow that to continue. That may help us, or we may have to make a rewrite. We will see what the final bill looks like.

## **Adjournment:**

*Chair Myers made the executive motion to adjourn the meeting and the motion was carried unanimously to adjourn at 11:05 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.