Central MN
Regional Advisory Committee
Friday, May 13, 2022 – 11:00 a.m.
Microsoft Teams Meeting

Members/Alternates Present:
1. Micah Myers, Chair – City of St. Cloud
2. Kyle Dusing – Benton County
3. Sheriff Mark Brown & Kandiyohi County – Big Stone County
4. Jody Norstegard – Kandiyohi County
5. Becky Howell – Meeker County
6. Andy Beckstrom – Mille Lacs County
7. Jane Holman – Morrison County
8. Greg Seim & Jason Karlgaard – Otter Tail County
9. Sheriff Tim Riley, Vice Chair – Pope County
10. Kristen Lahr – Stearns County
11. Dona Greiner – Stevens County
12. Sarah Booker – Todd County
13. Lynn Siegel – Traverse County
14. Sheriff Rick Fiedler – Wilkin County
15. Richard Ward – Wright County

Members/Alternates Absent:
16. Douglas County
17. Grant County
18. Swift County
19. Wadena County

Guests Present:
1. Commissioner Jeff Jelinski, ESB Chair – Morrison County
2. Steve Tait, Southern RIC – ECN
3. Paul McIntyre, User Committee Chair – Mayo Clinic Ambulance
4. Dan McCoy – Granite Electronics
5. Mike Kahl – Granite Electronics
6. Lucas Heitkamp – Northland Business Systems
7. Heidi Schultz – Northland Business Systems

Meeting was called to order by Chair Myers at 11:00 a.m.
15 of the 19 members in attendance with a quorum present.

Revisions and Approval of Agenda:
Myers reported in the essence of time we would like to move items 7,8, and 9 in front of the reports and we will take the rest of the agenda as presented. *Todd County made a motion to approve the amended RAC Agenda. Stearns County seconded, motion carried.* Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Big Stone (Norstegard) – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Stearns – Aye; Todd – Aye; Wilkin – Aye; Wright – Aye.

Approval of Minutes:
Stearns County made a motion to approve the RAC minutes from April 8, 2022. Wilkin County seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Big Stone (Norstegard) – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Stearns – Aye; Todd – Aye; Wilkin – Aye; Wright – Aye.

Communications:
1. MN Fire Service Communications Best Practices Guide
   Myers reported Cathy Anderson had sent this out as a reminder. The folks were working on this. You have until June 1st to get any comments back to her as she wants to move this forward.

2. MN Public Safety Communications Conference – Reimbursements
   Shari reminded everybody that you need to get reimbursement from your county if you paid with your personal money. Once that is all done you can submit for reimbursement for your county with the expense reimbursement form.

Reports:
SRB/ARMER Update; MnDPS/MnDOT:
1. MnDOT (Dave Klema)
   No report.

2. SECB: (Micah Myers)
   Met on April 28th. Action item was the City of Edina waiver to standard LMR-53 that was approved. We had the evaluation of the membership structure. Then the cost study, and this comes from the Finance Committee, we are looking at as part of what we just talked about getting a handle of what our exposure our costs are. We are looking at a detailed study that goes through and looks at the costs not only the state, but to the membership for the four ECN programs: NG911, ARMER, IPAWS and Wireless Broadband. So, we get a meaningful study where we are working to a process to develop a scope. Myers is currently reading through the last attempt at it. It was not as expansive. The things we talked about at the Finance Committee is how far reaching do we want and define that scope so we do not get scope creep and we can get a report that is usable. Myers will provide a summary of the past study to the board and the Finance Committee. We have this on our upcoming retreat that we will be doing with the Finance Committee.

3. Finance Committee: (Micah Myers)
   Met yesterday. Regional Governance Support was an item we held over. We did not take action. Last meeting, we were looking at getting information from ECN. ECN did provide that information that was the funding report Roberts and Thomas presented. It took a lot of the meeting yesterday as we discussed it. It wraps around the $2 million that is legislatively appropriated to the SECB and looking at how do we move forward with it and how do we manage that. There will be input from the board to ECN to the Commissioners Office. That will be brought forward to the next SECB. We went over our SCIP goals. We identified some projects. We brought up the discussion on encryption. The update on filling vacancies we reached out to the MN Indian Affairs Council. They took action last week. By today Myers would reach back to the assistant of the Executive Director there. She was going to provide Myers that information this week. Then we had our discussion on our Finance retreat. We were planning to have that July 14th. We will be setting that agenda on June 9th at our next Finance Committee meeting. On June 14th we will have our regular meeting business in the morning, and then we will go over the items that we talk about funding. We did talk about having ECN do some more research and legwork for us on some potential grants. That is one of the items is looking at grant funding that will be on that retreat, encryption, the funding study, all of those were items that we are looking at discussing in more depth. Also presented yesterday was the MnDOT report. MnDOT is required annually to present to the Finance Committee then to the SECB on an annual basis the costs to operate the backbone.

Reports: (Continued)

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

   Someone filled in for Tim Lee and did a good job of giving more information to the report that was included in our packet. We had encryption stuff on our agenda we touched on it multiple times throughout the meeting, but we actually did not dive into it. That is an item we will hold over for our next meeting.

4. Legislative Committee: (Micah Myers)

   Met May 5th. Update on the status of the 403. There was action taken there to continue looking at. The 403 statute we found it was not socialized to the OSP's originally and service providers, and they put a good effort up to kill the changes. What this group is going to be doing with the action items continuing to work with them. Make sure they are on board with the changes that are required or needed. The biggest thing is for the VOIP providers there is a huge issue in there that needs to be addressed and it was not, because the language was not changed. They are working with the providers now this group. They will continue to go forward so at the next session we can bring this up. Mental Health Crisis they gave an update on that. Stroud gave an update where different states are doing different things with this. There was a look to try and come after 911 funds, but that was redirected to they are not. Being able to come after 911 funds they are going to have to look at a different funding stream, because they are looking at that going after 911 dollars to offset their costs. Then there was the update on the public safety radios bill where it is at now. And we had the discussion on filling vacancies.

5. Interoperability Committee: (Micah Myers)

   None.

6. Land Mobile Radio Committee: (Kristen Lahr)

   See also Encryption Summit. Met on Tuesday this week. There were two standards for approval. Both were approved with little to no changes. Chair Thompson gave a report on the encryption summit. We have begun work moving forward on that. Out of that encryption summit there was an initial meeting from some volunteers to begin work on putting together a workgroup for education materials. That would be that buying guide for what features to look for and subscriber equipment as well as some overall education materials on the importance of maintaining interoperability with encryption and why we are moving toward AES256 on the ARMER system. That workgroup will be looking for additional participation. Lahr will be talking about it at next week at O&O/Users. Both the Change Management workgroup once that gets approved at SECB and this encryption education workgroup will be looking for participation from both technical and operational users. There was a Wisconsin ARMER system interoperability participation plan submitted. Out of that plan Wisconsin already has some interoperability users with the State of MN, but they are doing an overall Wisconsin interop plan that refers to the Wisconsin State Patrol. They are looking to have a single code plug for all of their radios. Both in their mobiles and their portables across the state that has an ARMER system included in it with the interoperability talkgroups that they would need. They were asking for a total of 1,275 radio IDs for those radios. For their fleet statewide there is about ~600 mobile radios and ~600 portable radios assigned to State Patrol across the State of Wisconsin. That was approved for interoperability. The Change Management process was put on the agenda. The LMR Committee will be asking for approval to open up Change Management for the ARMER system at the SECB meeting. There was a review of the LMR Committee goals along with the encryption and some capital improvement interest that relates to finance. It seems to be we are working towards all of the goals that are included for the LMR Committee in the SCIP. John Dooley also included a working draft of the MNFOG. He is looking to receive comments from committee members and interested parties across the state on that working copy.

Reports: (Continued)
SRB/ARMER Update; MnDPS/MnDOT: (Continued)
   7.   Steering Committee: (Kristen Lahr)
        We did get an update on the 403 governance language change from Director Wahlberg. The governance language workgroup work has been completed by the group and the revisions have been sent to the legislative liaison for review. We were notified this morning that he did get back to ECN letting them know he would not be able to review it until his work is done with this current legislative session. Currently those governance workgroup sessions are paused until review and perspective from the Commissioner's Office is ready to be offered from the legislative liaison. Work is paused on that until we get a review. There was a lengthy GIS discussion. Discussion around what is being asked of Steering as it pertains to GIS and NG911. Clarification was requested by the Steering Committee to the SECB as to whether, or not, the GIS workgroup report that was submitted and given to the SECB were accepted and adopted. Or, if it was just received by the SECB and if the SECB is asking the Steering Committee for specific actionable steps on those recommendations. We also reviewed our SCIP goals and the progress being made on that. We are looking at specifically one of our goals is to educate and inform decision makers and stakeholders about the four emergency communications programs and the role that it plays in SECB governance. We are looking to start a workgroup to develop some fact sheets and education materials to make sure all of our stakeholders are engaged and aware of the core functions and the need for involvement in SECB governance.

   8.   NG911 Committee (Sarah Booker)
        Met April 20th. We had some discussion on how we want to do our meeting documentation, or make a deliverables list for different agenda topics, so we can track them and see where they are aligning with our goals and see if there is any further action or discussion that needs to take place at a later date on that. There was some discussion on the implementation workgroup charters for the various working groups. We did get the first presentation of the draft Mental Health Crisis Response Guide. We did also reviewed that document at yesterday's regional NG911 meeting. That is out for review and comment. It has been sent out to the membership and we are just asking if anybody reviews it and has any thoughts on it to get back to us, so we can refer that back to the working group if they need to make any changes. We did talk about the recruitment and retention request from Director Wahlberg as far as the video and the MSA ask to work on those materials. We have had multiple updates on the 988 project. The working group does continue to meet bi-weekly. The subgroup meets once a month with MDH and the call center partners. Working on trying to get some of how that interaction between 911 and 988 is going to operate. We did get the updates on the different 403 statute rewrites that have already been addressed here. The Telecommunicators certification is in the public safety omnibus bill. We are just pending that going through the process. The text-to-911 go live Swift County went live on April 13th and was the last Central agency to do so. As of yesterday, they have worked out most of their hiccups. We did review committee attendance at our last meeting. 2021 did look much better for our regional attendance and we just gave out a reminder that we added the second alternate option if agencies need that to help improve the attendance if they are struggling on those. At yesterday's meeting, we did have the discussion on the possible training topics. We did not get much for conversation or engagement at that meeting. Booker would look for some advice/approval to send that out as a survey to see if there is interest and what those specific topics, or if there is a preference for one type of a training over the other. We did get a comment that the virtual or pre-recorded trainings would be even better for agencies so that staff can view them on their own schedule. Staffing and scheduling issues really preclude sending staff to these trainings especially for one or two days. It is really a struggle for some of our agencies to do that. With the blessing of this group, Booker would work on that survey and get that sent out next week so we can get some better answers.

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

9. Wireless Broadband and Applications Committee (Brandon Larson)
   No report.

10. Interop – STR Workgroup (Brandon Larson)
    No report.

11. RIC Report (Steve Tait)
    Tait stated thanks to all who attended the Public Safety Communications Conference. We are looking at some feedback on things you liked, or did not like, about the venue, the format, the sessions themselves. Tait thinks Director Clark will be scheduling a more formal session to receive that feedback, but in the meantime send her an email. Tait would hope that ECN would start planning for next year's conference soon. We were a little crunched for time this last go around.

    SECB got their SCIP published. That is available online on the SECB website in a PDF format, but we also have printed copies available. If you would like any of those for the board or any of your committees let Tait know.

    Tait talked about the GIS initiative. We are wrapping up that grant process, but that does not mean the work has stopped or the need for funding to support that work has ended. As you are doing your grant planning and having conversations as a region please make sure we are not forgetting about the GIS community and the level of effort they are undertaking to support our PSAPs. It is important for the region to quantify that burden that is being placed on GIS as we transition to Next Gen 911. No guarantees that we will find the money, there is no available grant funding to support that right now, but it does not hurt to put that on the list and make sure we seek those funds out through an appropriate source.

    Tait really appreciates the training conversation the region is having. Hopefully, with the training and certification of our public safety telecommunicators there will be a better mechanism to fund all those types of trainings and deliver them on local and regional levels, so the regions are not burdened with trying to fund those on their own, or hoping grant money shows up to make those things happen. There is an opportunity for this region to really help guide the other six regions in planning and coordinating what types of continuing education might be offered through that training and certification process if and when that legislation passes. We are all very hopeful that it does pass here in the next two weeks.

Regional Leadership Group – (Next Meeting July 25, 2022)
Tait believes there will be a request to reschedule. ECN will be participating in a national SCIP/Governance/Interoperability event out in Salt Lake City on July 26-27 that is sponsored by DHS-CISA and NASNA. The 25th will be a travel day for us. We are looking at the 18th the week prior. Our intent is to hold that at the MnDOT office in St. Cloud.

NG-911 Committee (Sarah Booker)
See NG911 Committee under SRB/ARMER Update report.

EMAC Committee: (Richard Ward)
Ward reported EMAC met on April 27th in Stevens County. At the meeting we ended up discussing the continuing work through the National Weather Service doppler radar subcommittee to see if we could find a solution to increase the National Weather Service radar coverage in areas of our region that currently do not have enough radar coverage for severe weather.

Reports: (Continued)
Ward explained EMAC also discussed the Salamander badging system. The badging system is a state-sponsored support system that some counties in the region are utilizing. The state is currently funding the Salamander live badging system, however the region did some research on some of the other features available for a fee. After some discussion we had we decided to leave the decision of utilizing the software to each individual county. Back in January, EMAC decided to update the process for elections of officers to allow time for potential officers to shadow and learn about each position before officially being elected and taking office. Currently, the EMAC Bylaws say the election for officers will take place in the December meeting. In addition to allowing more time for potential officers, EMAC has considered the December meeting on an if-needed basis. With the current Bylaws EMAC would need to hold the meeting to facilitate elections even if there is no additional business. EMAC approved an amendment to Article 6 at the April 27th meeting. Amendment would change the process to nominate officers at the July meeting and elect officers at the October meeting. Term for officers would begin January the following year. EMAC continued discussion of the COMU workgroup and the goal to find a committee to fall under. Next EMAC meeting will be July 27th. Lynn Siegal for Traverse County, and Dona Greiner for Stevens County announced their attendance.

Owners & Operators Committee: (Kristen Lahr)
O&O did not meet last month. We do have a meeting next Tuesday. Much of which the items on that agenda were already discussed here.

User Committee: (Paul McIntyre)
We did not have a meeting last month. We will be meeting on Thursday. Hughes and McIntyre are not able to attend. We did send out that special request to the group and got consensus back that we could have Lahr fill-in as our representative for the meeting to be able to host business.

EMS/Hospital Sub-Committee: (Paul McIntyre)
We actually have a meeting on the books June 17th from 10a-12p. She is having a hard time finding our GovDelivery list, so she set it up to Teams meeting. Trying to get the word out there. Maybe I could send it out to Shari and she could put it out to our region. McIntyre forwarded it on to the EMS Regions. Maybe if McIntyre sends it to Tait he could help get it out to the rest of the ARMER regions?

Executive Committee:
Did not meet.

Emergency Services Board: (Next meeting June 8, 2022)
1. CMNESB 2023 Draft Budget
   Myers reduced the contribution levels. If you want to keep it at what we had before we can. In looking at another item we were looking at training and what we have in reserves. One of the possible funding solutions for the training requests we have that we will discuss here. We have a reserve. It is not ginormous, but it is enough that we can cover those costs. Looking at do we reduce the costs? Myers knows some changes that have added to the reserve is going more in the virtual space we are not printing out stuff. There are some things and you will see that on the next page. We are looking at overall reducing the budget by $13,400 total. It reduces it from $192,600. You will see your contribution levels go down here. It also reflects the updated population numbers from the 2020 Census that we got in before we sent the budget out. Those will not change now for ten years. If there are radio count discrepancies. Keep in mind this is the draft we are going to present at the June meeting. If you see anything looking in here that your counts are off make sure to get those back to us by the time we do the final budget in July. That we will be able to get those updated.

1. CMNESB 2023 Draft Budget (Continued)

   Myers explained you will see this current year's costs. Then this is what we are projecting for the 2023 costs. One thing that will change and we are still working on and we will discuss at the logger. Based on today's numbers, because we still have two potential membership joins that will reduce this cost, but they have not officially. When we put together the budget this is the number and Myers will explain that with the logger group. This is tentatively what we have got for the logger's budget. As Myers was explaining you can see this is the column for what we are projecting for 2023. You can see we reduced the printing costs. We still have some stuff we print out for the grant responses. We are reducing our administrative expenses. Insurance is holding the same. System Admin is the same. Audit services is going to go up a little bit about $100 we are anticipating. This is the analyzer maintenance. Training this is what we put in last year. This is one Myers wants the group to think about. This is what we have as a baseline. This was put in to cover the one radio training that we put on. We have got this dollar amount. We can move this dollar amount if we want. What should we be setting for the budget going forward, so we do not have to go back and try and pull. We can adjust that number if the group so chooses. This is our website costs. You will see two line items in here. There is a component in our website maintenance that we prepay the refresh of that site and then there is the maintenance. That is where you combine the two. That is what we anticipate the maintenance for the website to be. The Genesis maintenance and then the miscellaneous. We were not using this line, so Myers zero'd that out and took it out. That reduces this number to here. Then as you can see on the logger this is how we are generating our replacement and the maintenance that goes there. And that gives us our base budget here and the budget numbers moving forward.

   Lahr asked on the O&O's agenda for next week there is an item that we added on there for discussion. The laptop we use to run Genesis for the region is the same laptop that was provided since we purchased Genesis which was maybe in 2014-15. There is a potential of needing to look at a replacement PC just to get the operating system up to speed and make sure we have good functionality with Genesis moving forward. Lahr wanted to give Myers an awareness of that in case it is something that O&O are looking to ask for approval for in next year's budget.

   Myers replied so equipment is not aging out, would there be any aversion to Myers can put it on a lease and then we are only paying a third each year? Then we put it into a replacement cycle so it keeps the hardware current. Myers can replace that workstation and it will be probably with another laptop looking at somewhere in the neighborhood of $600-800 annually is what we would pay over the course of a three-year. Or, Myers can do a 4-year lease on it. Then we would have current hardware and we would get it into a replacement cycle. Eight years is a little bit for technology things.

   Lahr explained it has been rebuilt once. We had some network connectivity to the ARMER network, some issues with it at one point. Mn.DOT just took it and they reloaded the operating system and got it on the network down at the ROC and sent it back after that. Genesis works just fine, but at some point we did use it in a system admin training to look at Genesis and to train on Genesis. But we are not able to do that anymore, because drivers were not returned to the laptop, so none of the display ports work anymore. It needs to be replaced.

   Myers stated if we wanted to put in a caveat Myers can put it in one of two ways. Myers can do a lease and we pay for the entire laptop, so we are looking somewhere $2200 for a new. We pay a little bit of a premium for a lease, but Myers does not want it to go long in the tooth again. It is a minimal impact if we do this. We are talking $6-800 over the course of three years if we make it a four-year we can do that. We can adjust this here and say put in a line item for it.

Emergency Services Board: (Next meeting June 8, 2022) (Continued)
  1. CMNESB 2023 Draft Budget (Continued)
     Myers is reducing the budget, so Myers would ask the group is there any aversion to doing that and then we can work out the details at the O&O next week? Myers asked does anyone want to make that notation? Myers can add it in here and we can approve this item as presented with the notation of putting the costs in for replacement laptop. Myers can put in the full amount and Myers can reduce it, because this is the draft budget. What Myers will end up doing on this line item here Myers will bring in the miscellaneous, or Myers will add a line item replacement, or we can do Genesis laptop, and Myers will put that in here so when we take this to the board it will have the full amount or whatever we decide at the O&O.

     Stearns County made a motion to approve. Todd County seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Big Stone – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Pope – Aye; Stearns – Aye; Todd – Aye; Wilkin – Aye; Wright – Aye. *Motion carried.*

Updates from Partners on Current Projects:
None.

General Discussion and New Business:
NG911 Grant
  1. GIS – Final Report
     Myers reported this grant has concluded. Shari is wrapping up the paperwork on this. Shari added we are all done. Everybody has submitted on the final submittal. As soon as we get the money from the state we will be sending out the final checks. The final amounts are on that first page on the GIS and everybody got all their money for the CPE. Myers asked did you not make a budget adjustment, because there was an overage on one. That got approved, correct? Shari explained that is in that second orange column. They took some money from Morrison and gave it to Meeker so they could get some extra money for their work that month.

  2. CPE – Final Report
     Myers reported Swift County was the last one. Myers asked do we have everything on this one? Shari reported we have everything in and Swift County will get almost all of their training.

  3. Rapid Deploy Project
     Myers knows hardware is starting to be delivered. Myers asked Stearns County if they had any update as to how it is going from the RapidDeploy side? Lahr thinks theirs might be a slightly different scenario, because Stearns County already had two EDG devices installed, because we took part in the RapidDeploy back up CAD project a year or two ago. We did this week get some HPUE installation from FirstNet for a signal booster in our lower-level dispatch area for back-up connectivity for those EDG devices. Booker reported Todd County just got equipment yesterday, because it accidentally got shipped to Stearns, so we have not finished the install yet.

  4. Grant Request
     Myers reported this is the updated table. This is our grant infrastructure we have right now. We removed Douglas County. Douglas County had found funding for their BDAs for Alomere Health. If you are not on the list and you want to get into consideration as we start prepping for the next go arounds of asks for receiving grant dollars get that information to us. We did send the letter to HSEM looking at some of the turnback monies that the EMAC had and if we could use those for some of these projects on the list. We did not hear anything in our initial response. We asked the board at their March meeting to get approval that we could have Commissioner Jelinski send a follow-up email which had. Myers asked Jelinski if he had heard anything by way of that?

General Discussion and New Business: (Continued)

<u>NG911 Grant (Continued)</u>

4. Grant Request (Continued)

   Jelinski can safety tell you that it did get to the attention of the new Assistant Commissioner. Jelinski knows he has seen it and that is as much as Jelinski can say. Jelinski does not have a clue where it has gone from there.

   Myers added one of the things we talked about which is another item that is later in the agenda the encryption summit. The Finance Committee is looking at alternative or sustainable funding. Grants typically are not sustainable they vary. The question was asked at the summit as to where we were at with when the application period comes up for the SHSP Grant. The whole premise behind sending the letter we sent was to get back on the radar and remind them we still have needs. There are some things we are going to have to do in making those connections or the nexus to terrorism and some of the other things that are a requirement. Myers thinks we can do this and one of the things we will talk about with the Grants Workgroup is we did mention what we are doing and we would share that with that group. That group is also taking and putting together a needs list and we need to continue. That is why this is important if you are not on this list and you have projects that we think we could put into there we need to be considering that. We keep this thing updated. There are some that have been on for some time. We are going to keep asking and try to turn over every stone that we can as funding presents challenges and there are new projects that are coming that are going to create more challenges.

<u>Support for HF2821 and SF2670</u>

Myers reported those got combined into the Omnibus bill. Commissioner LaValley had sent out an update. The bill started out at $250 million and it got down to a million. They were making an amendment to look at one of the things that we could use the funds for, for not only subscribers, but looking at for administrative which we are looking at like the coordinator position. Myers knows that language was read in a week and a half ago.

Tait stated SF2673 is the Senate Omnibus Public Safety Bill. HF4608 is the House Omnibus Public Safety Bill. That has been in conference committee all week. It does not appear the Senate has adopted any of the language that was included on the House Omnibus Public Safety Bill. We will see where it goes. As it sits now as you mentioned it went from $250 million to $1 million out of the general fund to support that grant project. We started with nothing and at least we got a million. We can come back next time and ask for what would be a little more appropriate. It is still alive. Hopefully the Senate will reconcile with the House and do the right things. There is certainly plenty of money available to fund it.

<u>Training Roadmap</u>

Myers explained these were what we had requested looking at funding. When Myers looked through the reserves not only do we have enough to cover this. Myers spoke with Booker last week in looking at adding in this second training here the Public Safety Training Consultants. Looking at taking those two. That one is about the same as the other one there it is about $4,500. We are looking at about $32,000 taking out of reserves to cover these trainings. That would be the recommendation Myers would be looking for from this group. We have ample funds to cover it. We can look for other alternatives funding and not use that. Myers wants to make sure we got that so we can start contracting and getting these. That is the next thing we have to look at from the O&O/Users group is getting some dates and locations. The 911 Institute and the Public Safety Training Consultants we can do those in a virtual sense, or in presence. We are trying to sway from the summer, but if we can carve in that window. One of the things Myers suggests in maybe late August start looking at getting some of these on the calendar, because it will get really compressed with the amount of trainings we are going to look at and start looking at potential locations from that group.

General Discussion and New Business: (Continued)

Training Roadmap (Continued)

The recommendation Myers would look for from this group is to add that additional training on the NG911 side for the Public Safety Training Consultants in the dollar amount of not to exceed the $4,500 there. That would take our total to that $32,000 dollar frame for pulling out of reserves. And bring that back to the Board for approval. They gave us the authorization. We will look at going this way and getting those trainings. We had reached out also and looked at priorities in lieu of going through and looking at what we had in reserves if we had it where the Board said no and we had to go with some priorities we did get about sixty responses. There were multiple from different agencies. If we had to come back to that we could. Myers recommendation, or what Myers would look for in a motion is, to approve this roadmap with the additional training with the Public Safety Training Consultants for a line item of $4,500. *Stearns County made that motion. Morrison County seconded.* Roll Call Vote: City of St. Cloud – Aye; Benton – Aye; Big Stone – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Pope – Aye; Stearns – Aye; Todd – Aye; Wilkin – Aye; Wright – Aye. *Motion carried.*

CMN800MNz List serv – Ending May 16

Myers reported Monday will be end of life for the current list serve. You can sign-up for the new list serve we are doing by way of the website. Shari added if everyone could go to that page, type in your email address and press Sign In and just check on what you are signed up for. You can also add a cellphone number to get text messages as well.

Encryption Summit (Update)

Myers thanked Lahr, because Lahr helped get us back on track. It was a lot of good discussion. Some of the recommendations that actually came out of that. Myers reported we had 40 groups from varying backgrounds and disciplines came together and discussed a topic that has been going around. This is something we have been talking about for several years. It got back front and center with the BCA requirements that came through with the whole encryption. With folks that are starting to move to encryption we did not want to leave anyone behind. A lot of the discussion was how do we come up with a new encryption standard that meets those requirements, but a process to which we do not leave folks behind. The biggest thing with that is money. There is a cost. We wanted to come up with a way to allow people time to do it. We put together a projected timeline. Nothing is set in stone on that. We created some workgroups that have already started meeting looking at how they are going to do that. We are looking at and we talked about yesterday at the Finance Committee as well to start looking at this and looking at how we can get funding to help those folks that need it. There are education components that are part of it. Understanding why we have to do this. That is our primary goal right now is getting elected officials and boots on the ground understanding why this is coming. It is not that we just decided we want to do this and understand the importance of. We also talked about operational. The Change Management folks have some stuff in there. The big thing we can do to help in this project. We started this and what we started in the Central Region was provided to the RICs and they are using that and that is seeking an inventory. We have a handful of agencies in the Central Region that have not replied to the request for information. We are trying to see what our exposure is. How many radios do we have to replace. How many radios will we have to do upgrades, because that ties into our funding requests. There are 4-5 agencies left in the Central Region. Myers believes the number Tait said was about 40% response statewide, so there are some regions that are very little. We did have the discussion on it and there are some challenges to it. Some of the things we talked about yesterday at the Finance Committee is some of these folks they do not have a radio admin. They contract with radio shops and there could be a cost to get this information, so we need to be mindful of that. We are trying to work to see how we can help get that information, because that is a key cog going into that encryption and seeing what our exposure is. We also talked about the need for additional talkgroups, a transition plan. There are a lot of things coming. This is not going to happen overnight. We wanted to have the discussion here today to get it on people's radar. There will be follow-up at the O&O and this will be something that is going to be ongoing.

General Discussion and New Business: (Continued)
Encryption Summit (Update) (Continued)
Lahr reported Chair Thompson also gave a report at the encryption summit at LMR. The key takeaways from the summit were to incorporate AES256 as the state standard for encryption interoperable communications on ARMER moving forward. Moving from what our current standard is which is DES-OFB to AES256 for the ARMER encryption standard interoperable communications like for statewide interop communications. The second key takeaway is to maintain interoperability for and with all agencies and disciplines as they incorporate or consider encryption of talkgroups. This is an effort to maintain interoperability for those agencies that are looking to possibly encrypt their day to day traffic. So, we are not breaking the level of interoperability we currently benefit from across the state whether it be locally, regionally, or statewide. Out of the encryption summit, the group did anticipate the migration from DES to AES on ARMER to be a multi-year process probably 8-10 years was our initial guess. Ultimately, Change Management will determine the pace and the sunset of DES-OFB on statewide talkgroups for the ARMER system. Change Management will have to be implemented to really take a look at that, see what the financial impacts are, what subscriber capabilities currently are. Getting people to move so ultimately a sunset of DES on statewide encrypted talkgroups is several years away, but Change Management will vet that out so no one is left behind. The recommendation is that all new public safety subscriber purchases where hardware encryption is included. If Public Safety users are looking to purchase new radios with hardware encryption that it should include both AES 256 and multi-key. Making sure that any new purchases include that so everybody is moving together at the same rate. We are looking at putting together a purchasing guide to educate stakeholders and decisions makers on recommended feature sets for subscribers, so that you are choosing the right feature sets when you are ordering new radios. We are also going along with that desire to maintain interoperability as agencies move to more frequently used encrypted talkgroups is to look at how regions can be involved in developing a consulting procedure or some kind of a regional vetting of plans for agencies that are looking to move to a day-to-day encryption. Let's say Stearns County decides our law main we want to encrypt it day-to-day. We would bring our plan for that to the region to make sure we have a plan for communicating with our Fire, EMS, neighboring PSAPs, neighboring agencies, and neighboring counties. If we are going to be encrypted on our day-to-day main how do we anticipate talking to our neighbors when we need to do that? It would not necessarily be an approval process, but more of a checklist or a consultant procedure just so we know everybody has a plan and people are aware of it when an agency is looking to go encrypted. Just a recommendation that regions should address or consider developing or creating AES encrypted talkgroups. When each region should look at doing that. It might be a different case region to region. Make that a consideration in your future interoperability plans for regional talkgroups. In conjunction with that, LMR did have an action item to request the authorization from the SECB to open up the Change Management process to start looking at financial and interoperability impacts of moving the state towards AES encrypted talkgroups.

Other
None.

Old Business:
Attendance Standard
View online.

SECB Committee Appointments
Myers reviewed the committee appointments document. Myers reported if we need to take action we could make it official to make Lieser that representative on that and give the board an update. Myers looked for a motion to approve Lieser as the region's representative on the NG911 Operations Workgroup. *Stearns County motioned. Wright County seconded.* Roll Call Vote: City of St. Cloud – Aye; Big Stone – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Traverse – Aye; Wilkin – Aye; Wright – Aye. *Motion carried.*

Old Business: (Continued)

Regional SCIP Plan

Myers reported you can see the format that was taken on by the O&O/Users. Myers suggestion to the group is we make this our defacto standard amongst all the ESB committees and create a single document that we are applying our updates as we go through on our respective committee meetings. We discussed it, but we did not have the board take official action on adopting the SCIP plan and using this format to go forward. What Myers would ask the group today is that we adopt the plan that we had presented with this as being how we update and maintain that plan. Because we have not taken an official action from the board And present it to them as part of their budget meeting coming up in June. *Stearns County motioned. Wilkin County seconded.* Roll Call Vote: City of St. Cloud – Aye; Big Stone – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Pope – Aye; Stearns – Aye; Stevens – Aye; Traverse – Aye; Wilkin – Aye; Wright – Aye. *Motion carried.*

Myers replied a of couple things we can note in here for actions we have taken today. On priority #3 the approval of funding the recommended training coming from the O&O/Users. We can add that as a step. The other one Myers would add in here is, it was in one of the reports, but on the COMU side. Item #6 is one Myers wanted to throw out to the group. If you are not logged into CASM, or have a CASM user account, you will need to get one. There is a step that you go in and look at the recent training videos that were there. Myers could provide those videos and they could be put as a resource on the website that you can go and get those. Myers did download 6-7 videos that are tied to the refresher training that you can do at your own pace. It is one of the things we are trying to get more use of. There is a resource library on the CASM tool that you can go and look at these recent trainings. Myers can make the trainings available to the group if there is a need for them. If Myers gets enough responses saying people will use them we will put them up there for them. Otherwise, Myers would say if you are not logged in, or have not logged in to CASM, reach out to John Dooley and get your credentials. It is a very good resource for us. As we go through some of the other goals we have here looking at we can use them for potential planning.

Upcoming Meetings:
   a.   June 10, 2022 – Microsoft Teams Meeting

Adjournment:
Chair Myers made the executive motion to adjourn the meeting and the motion was carried unanimously to adjourn at 12:25 p.m.

Minutes recorded by Shari Gieseke