

**Southwest Minnesota  
Regional Advisory Committee  
Meeting Minutes  
October 21, 2008**

Meeting was held on Tues. October 21 at the Lyon County Law Enforcement Center.

Voting members attending were:

Jason Purrington, Cottonwood County - primary  
Jim Jorgenson, Cottonwood County - alternate  
Roger Hawkinson, Jackson County - primary  
Jim Sandgren, Redwood County - alternate  
Rick Morris, Redwood County - primary  
Todd Roelfsema, Lyon County - alternate  
Mark Mather, Lyon County - primary  
Rob Yant, City Of Marshall - primary  
Chris Dybeveck, City of Worthington - primary  
Randy Donahue, Murray County - primary  
Kent Wilkening, Nobles County - primary  
Stacy Tufto, Chippewa County - primary  
Bill Flatten, Yellow Medicine County - primary  
Jack Vizecky, Lincoln County - primary  
Evan Verbrugge, Rock County - primary

Guests:

Steve Borchert  
Kurt Woodruff, Alpha Wireless  
Craig Hoefs, Alpha Wireless  
Tammy VanOverbeke, Lyon County Emergency Management  
Dan Anderson, Nobles County Emergency Management  
Amy Card, MN Homeland Security & Emer. Mgmt.  
Dennis Hausman, Federal Engineering  
Doug Bush, Racom, Worthington  
Ron Antony, Yellow Medicine County, RRB Chair  
Dan DeSmet, North Memorial Medical Transportation

Meeting was called to order at 1:07 PM. Chair Wilkening determined there was a quorum present.

**Committee Reports/User Member Issues:**

Chair Wilkening asked if there were any member agency issues to address. Hearing none Randy Donahue was asked if there was anything to report from the State Radio Board OTC. No report.

**Sub-Committees - Appointments:**

Tom Hannon was unable to attend today's meeting but in discussion with Chair Wilkening he stated that we needed to start thinking about sub-committees. Specifically the User Committee which should be comprised by 5 members per member entity. This will end up with approx. 80 members. These folks are from any discipline that use radios in the jurisdictions. Examples are fire, EMS, public works, schools, hospitals, law enforcement, busses, emergency management, etc. Any radio user group is welcome.

The Regional Radio Board (RRB) needs to authorize us to form a user committee and then the Sheriff or Police Chief of the entity should select them. Then either the County Administer or the City Administrator makes the official appointment.

**Report from Federal Engineering:**

Dennis Hausman gave a project status report. All counties have completed the "initial county meeting" and the "public safety site inspections". All but Chippewa, Cottonwood, Pipestone, Redwood & Rock have completed the "county kick-off meeting with PS officials". All will be completed by 10/30. All counties but Jackson, Redwood & Renville have held the "meeting with stakeholder survey participants". These should be completed very soon.

Next on the schedule are the " stakeholder surveys" which have already been sent out or will be within the next few days.

The SW RAC is on schedule.

**RRB (Regional Radio Board) Update:**

Ron Antony, Commissioner from Chippewa County, introduced himself as the RRB Chair. The board has established JPA's, laws and the fiscal agent is Lyon County. Each entity has committed to putting \$500 towards getting things started. The board will meet at the Lyon County LEC the last Wed. of the month at 1:00 P.M. *(next RRB meeting is Wed. October 29)*

**2008 Proposed Budget:**

Chair Wilkening stated that there are 2 months left of the 08 budget and the proposed budget needs to be approved by the RRB asap.

Bill made the motion and it was seconded by Randy to send the proposed budget to the RRB. Motion passed.

**2009 Proposed Budget:**

Discussion on the 09 budget. Copies of the budget were handed out along with 4 allocation options for RRB operating expenses. Ron stated that allocation option #4 was generally favorable by county boards. This option is based on total expenses of \$25,990 and a budget base of \$10,990. All 15 entities would share 50% equally, 25% of the total based on 2000 census population and 25% of the total based on radio count.

The RRB can keep or re-distribute funds as it sees fit.

Steeve stated that user group budgets may be utilized for matching grants. This should be put into our 09 budgets if possible.

Also the RAC should recommend the proper usage of grant monies to the RRB.

Bill made the motion to send the 09 proposed budget with a selection of allocation option #4 to the RRB. Stacy seconded. Motion passed. Steve stated that it is very important that the RAC make recommendations to the RRB on proper budgeting to avoid supplanting. Steve also stated that the PSIC grant application needs to be completed soon.

Rob made a motion and Evan seconded to adjourn the meeting. Motion passed.