

RAC/RRB MEETING MINUTES
WED. 10/28/09
1:00 PM LYON CO. LEC

Attending:

Jeff Lammers	North Memorial, User Comm., Chair
Scott Weibel	Renville Co. User Comm.
Graylen Carlson	LQP Co. Comm.
Mark Gieseke	MN DOT
Al Kokesch	Redwood Co. Comm.
Tom Hannon	ARMER
Doug Busch	RACOM
Paul Setzepfandt	Renville Co. Comm.
Dan Anderson	Nobles Co. EM
Randy Hanson	Redwood Co. SO
Jim Sandgren	Redwood Co. EM
Philip Nelson	Lyon Co. Comm.
Lyle Ten Haken	Worthington City
Mike Hennen	Renville Co. EM
Curt Blumeyer	Lincoln Co. Comm.
Ron Antony	YMC Comm., RRB Chair
Mike Cumiskey	Worthington PD
Megan Gernentz	USDA – RD
Ken Bradford	Mountain Lake PD
Jason Purrington	Cottonwood Co. SO
Jim Jorgensen	Cottonwood Co. SO
Gary Reif	Jackson Co. SO
Les Muck	MN State Patrol Radio
Jim Keyes	Pipestone Co. Comm.
Paul Hoefs	Alpha Wireless
Stacy Tufto	Chippewa Co. SO
Marv Garbe	Chippewa Co. EM
David Benson	Nobles Co. Comm.
Dennis Hausman	Federal Engineering
Todd Roelfsema	Lyon Co. SO
Mark Dahl	Chippewa Co. Comm.
Roger Hawkinson	Jackson Co. SO
Jack Vizecky	Lincoln Co. SO
Randy Donahue	Murray Co. SO
Rob Yant	Marshall PD
Evan Verbrugge	Rock Co. SO
Doug Pomplun	Renville Co. SO
Gary Sorenson	Cottonwood Co. Comm.
Mark Mather	Lyon Co. SO
Tammy VanOverbeke	Lyon Co. EM
Kent Wilkening	Nobles Co. SO/RAC Chair
Harry Algyer	Shetek Consulting

Meeting called to order by Kent. Quorum present.

Marv made a correction to the 9/30/09 minutes. Each county will be receiving 3 control stations. 2 for the PSAP and 1 for the EOC. Sept. minutes incorrectly stated a total of 2 control stations per county. Stacy made a motion to approve the corrected minutes on behalf of the RAC, Mike C. second, motion carried. Dave made same motion for the RRB, seconded by Curt, motion carried.

There were 2 additions to the agenda under new business. Kent reported that he was in St. Cloud on Monday for the Leadership meeting. There are plans to do a monthly training by ITV.

There are no member agency issues. As of this morning there are 13 counties and 2 cities needing to get their signed resolutions on migrating to ARMER completed. Lincoln is doing theirs next month, Lyon tonight and Pipestone Co. next Tues. Please get a copy of the signed resolution to Kent.

Randy reported on the OTC. Nothing specific for us, reviewing the 107 standards. On the state website. Regional adoption of the standards, if stuff is just for us in the SW we need a plan how to review and/or change the state standards.

Ron reported that he attended the UC meeting last month.

Dennis reported that all presentations by FE have been done to all counties. There will be a regional report available next month or in Dec. Steve Borchert had to leave.

Harry reported on the TIC plans. SC MN 98% done, all of HSEM Region V is done. SE MN info is going into CASM. CASM will keep updated through Dan Anderson with assistance of Region V EM's. County EM's need to keep track of new radios and equipment in their counties and pass it on to Dan.

Graylen reported on PSAP consolidation. The state PSAP group will have guidebooks for the Sheriffs and Commissioners winter conferences. Next Thurs. there will be a PSAP consolidation meeting with GeoComm for the SW in Worthington.

Jeff reported on the last UC meeting. It was held last night and involved a number of different disciplines. There was a super presentation done by Tom Justin and Steve. B. It broke the project down great and it really moved the process along. The UC does not want to reinvent the wheel. Recommendation to the RAC/RRB to utilize a single bank of channels for all users. Dispatch has many concerns about multiple channels being used. The UC liked the Grant County (open pool) Fleet plan. They have zones – statewide, regional and national. Channels 1 & 16 are the same. Channels 1 & 16 are monitored by PSAPs as hailing channels.

Discussion on RFP's for the participation plans. Some of the firms out there do talkgroups and fleet plans and some do not. A fleet plan needs to be submitted with the participation plan to the state. Further discussion on some talk groups being set aside to be designated for encryption – on an encrypted zone on radios. Randy stated that it is not real hard to create fleet maps. There is a recommendation by the UC to the RAC/RRB to adopt the "open pool" method for the regional talk group. Kent says this recommendation will move on to the O/O committee.

Ron reported that the borders counties in SD are not P25. There needs to be standards set for EMS aircraft. Maybe we need to give portable radios to the air ambulances. There are FCC standards for aircraft that we need to be aware of. Maybe we need to keep VHF radios to communicate with outstate hospitals. Tammy will contact Cory Jendro from Avera/Marshall to invite Avera SD to the next meeting.

Under Old Business – Training advisory group: Kent and Mark Marcy attended . State is working on train-the-trainer, power points of basic information. Pam B’s vision is that all disciplines be trained on basic through very complex stuff. This group is moving very fast. Harry will take over on this committee for Mark Marcy.

The O/O and UC can check over our FE assessments so that they get a better understanding of the big picture. Done prior to the assessments going on to the boards. Access by password on the website & vendor has portal. CD’s may also be made. All of this has to be kept very secure. Maybe an executive summary of all of the assessments will be enough. Looking at the participation plans may be more useful. Stacy asked if these groups “beat up” the plans. Answer was no, the plans were educational for them. Rob stated that we should have groups look at both. Decided that the POC e-mail the FE report to Jeff Lammers and to their O/O representative. This should be the presentation that was used for the commissioners (short file). PSIC grant \$ available for mobiles and portables. Order your equipment and submit the bill that you have already paid for reimbursement.

PSAP/EOC control stations – let Scott W. know if you will take advantage of all 3 stations. Once you have done that get written, itemized estimate with installation, etc. for the 2 PSAP radios and 1 itemized estimate for the EOC radio. Send these to Scott but don’t buy anything until we get the contract from the state. The RRB must adopt regional standards. Scott must hear from you by 11/30/09 and get the written estimates no later than 1/30/10. He needs a copy of your boards resolution along with this stating what you want. Discussion on ARMER migration and timelines. MN DOT has timelines. Kent will try to get a list of tasks after the participation plan vendor is selected. Need to get the UC, O/O committees to work on the talkgroups, etc. Murray County took 2 people from each discipline and tasked them with putting together the fleet map info. for their group. Each county must appoint a system manager. There are many different models for a system manager. They can be hired, contracted, etc. It could be your county IT staff. Kent will try to put together – by county – different manners of payment, etc. This will show us all many options.

New Business – Our SW website has a link to the State Radio Board website & links to grant notices and FAQ’s. The 50% match for state infrastructure grant is coming soon. This is \$5 million and is first come, first serve basis. Tom H. will check on requirement of labeling for all equipment. Discussion on sales tax exemption for radio equipment. Used to be available but failed in legislation this past year. Feeling that this is a huge equity = issue. Tom suggested that we begin to lobby for this. AMC and EM’s will bring this up at upcoming meetings. Jason wanted clarification that a resolution is needed by the county board that the county is going to ARMER and this resolution goes to Scott along with wishes on the control stations. This is correct.

Dan Anderson is the chair of the Strategic Technology Reserve. They are discussing taking in, housing, maintaining and sustaining this (back-up) equipment. This may include portable repeaters, radio caches, etc. Rob brought up Yellow Ribbon Training taking place in Marshall on Nov 17 from 10 – 2. This is a 4 hour training session in dealing with returning veterans. Motion to adjourn made, motion carried.

**NEXT MEETING 11/25/09 AT 1:00 PM
LYON COUNTY LEC, MARSHALL
!!!PLEASE NOTE TIME CHANGE!!!**

