METROPOLITAN EMERGENCY SERVICES BOARD

RADIO TECHNICAL OPERATIONS COMMITTEE AGENDA

Board Room, Metro Counties Government Center October 26, 2016 1:00 - 3:00 p.m.

MEMBERS:

Ulie Seal, Chair MN Fire Chiefs Association

Ron Jansen, Vice Chair Dakota County

Jake Thompson Anoka County

Tim Walsh Carver County

Rod Olson City of Minneapolis

Jon Eckel Chisago County

John Gundersen Hennepin County

Bob Shogren Isanti County

Jeff Bjorklund Metropolitan Airports Commission

Chad LeVasseur Metropolitan Council

Iver Johnson Metro Region EMS

Dave Pikal Ramsey County

Scott Haas Scott County

Chuck Steier U of M Police, at large member

Nate Timm Washington County

Open MN Chiefs of Police Association

- 1. Call to Order
- 2. Approval of September, 2016 Minutes
- 3. Agenda Items
 - a. Radio TOC Chair & Vice-chair elections
 - b. SECB Committees, Primary & Alternate (IOC, OTC, IDC) Tretter
 - c. Regional Funding Priorities Tretter
 - d. Change Management Metro Zone Changes Tretter
 - e. CN Railroad Police Participation Plan S.A. Black / Rick Juth (*Discussion Only*)
- 4. Moves, Additions & Changes to the System
 - a. Anoka County Water Tower Sites Repainting Thompson
 - b. Update on Removal of Voting from Interoperability System Jansen
 - i. October 3rd, cut-over
 - c. Removal of dual naming on metro channels in Statusboard Jansen
 - d. IP Simulcast Conversion
 - i. North Branch October 12th Eckel
- 5. Committee Reports
 - a. Metro Mobility System Usage Update—Chad LeVasseur/Dana Rude
 - b. System Manager's Group/Metro Owner's Group Update Jansen
 - c. Scene of Action Repeater (SOAR) Workgroup Olson / Kummer
 - d. LTAC-E Change Management Workgroup
 - e. Reports from SECB Committees
 - i. Steering Tretter
 - ii. OTC Jansen / Gundersen
 - iii. Interoperable Data Committee -Thompson / Olson
 - iv. IOC Jansen / Kummer
 - f. 2017 Interoperability Conference Tretter / Timm
 - i. Conference Dates: May 1-3, 2017
- 6. Other Business
 - a. Regional Talkgroup Permissions Updates
 - b. TOC Appointments
 - c. Next Meeting November 23rd
- 7. Adjourn

Metropolitan Emergency Services Board Radio Technical Operations Committee Meeting Notes September 28, 2016

Members Present:

Ulie Seal; Dana Rude; Curt Meyer; Ron Jansen; Nate Timm; Chad LeVasseur; Iver Johnson; Jake Thompson; Scott Haas; Robert Shogren; Chuck Steier; Jeff Bjorklund; Rod Olson; Dave Pikal

Guests Present:

Jill Rohret, MESB; Troy Tretter, MESB; Martha Ziese, MESB; Carrie Oster, Motorola; Steve Ouradnik, MN DOC; Dean Weis MN DOC; Rey Freeman, RFCC/DHS; Mike Parker, HCSO; Chuck Haneca, North Memorial; Marvin Turner, Metro Transit

Call to Order:

Ulie Seal called the meeting to order at 1:00 P.M.

Minutes of the August 24, 2016 Meeting

Ron Jansen asked the minutes be amended. <u>Under Moves, Additions & Change to the System: Instead of</u> <u>"It will be a tiered approach and move to simulcast sometime in 2020", it should read: "It will be a tiered approach and adjoined with simulcast sometime in 2020".</u>

M/S/C Motion made by Jansen to approve August 24, 2016 minutes as amended. Timm seconded. Motion carried.

Agenda Items:

MN DHS ARMER Plan Follow up

Rey Freeman presented the revised plan that includes the ISR sites in Anoka and St. Peter, MN to the TOC for approval. It will go next to the OTC. Jake Thompson asked for clarification on the language on page 11 that leaves out that an ISR would be necessary for all radios. Thompson also asked that the number of radios is clarified for Anoka. Two different numbers are given - 117 and 117 plus 25.

Jill Rohret said that the MESB does keep copies of all that comes before our board. This issue could be sent to the MESB as an informational item. MnDOT takes out radio ID's in the quantities requested, and does not track the participation plans. Freeman said that ECN does keep copies of all plans. Thompson asked for those two changes to be made before approval. Rohret said that Glaccum would want those changes made to the plan before approval at the OTC.

Jansen said there is potential for statewide traffic with the amount of talk groups that are requested, that if the all of the radios are on the statewide talk group, the traffic will be brought all over the state. Rod Olson ask if they are talking a blended and a statewide talkgroups. How many are going to use the statewide talkgroups? Freeman said they (the statewide talkgroups) will be used at the primary locations. There are only two statewide talkgroups in this plan. Less of a likelihood these really will get implemented. There is no intention of putting these talkgroups in the group homes.

Freeman said the use of the statewide talkgroups would be for coordinating between the primary high level facilities.

Rohret asked if there would be more of a comfort level if there was some kind of notification process as DHS implements the plan across the state.

Freeman said that would be the process.

Olson asked that the dispatch location should be brought back.

Ulie Seal looked for a motion to approve with the following changes: Clarification of radios to be 142 maximum, ISR sites, central dispatch addition, and notification of implementation in the metro area.

M/S/C Motion made by Nate Timm to approve the MN DHS ARMER plan with the clarification that there are 142 Anoka radios, the ISR in Anoka would be implemented before they load the site with the radios and that they do have the plans at the central dispatch there would be a participation plan amendment that would need to come back to the TOC and that the Anoka plan system administrator is notified. Curt Meyer seconded. Motion carried.

Jansen added that he suggested to Mr. Freeman that the numbers are clarified before going to the OTC.

Anoka County Participation Plan Amendment

Thomson said Anoka County is formally requesting approval of an amendment to its participation plan for the addition of a WAVE Radio over IP gateway as well as adding local schools as users on the radio system via the WAVE system.

M/S/C Motion made by Bjorklund to accept the Anoka County Participation Plan amendment. Haas seconded. Motion carried.

Hennepin County Participation Plan Amendment

Meyer said Hennepin County is requesting a change to their participation plan by adding one channel to the Hennepin West simulcast group.

M/S/C Motion made by Jansen to accept the Hennepin County Participation Plan amendment. Bjorklund seconded. Motion carried.

Hennepin County Medical Center Participation Plan Amendment

Meyer spoke for Lynch. Meyer said Hennepin County Medical Center is requesting a change to their participation plan by adding one new MCC7500 dispatch operator position.

M/S/C Motion made by Jansen to accept the Hennepin County Medical Center Participation Plan amendment. Timm seconded. Motion carried.

FY2017 Grand Funding Priorities

Rohret said each year ECN and the state board makes grants available. There are two offered; the federal Homeland Security, and the state grant. Terms and conditions have not been set yet. SECB is getting ready to announce their state funds grant. It would not work for APCO or IWCE, just interop.

The state grant must meet one of three goals. They are competitive, so there is no guarantee we will get one. It is important that priorities are for the entire region. This year the grants will be shared with 9-1-1.

The federal grant that ECN wrote is for cyber security for PSAPs but if it is in the PSAPs budget grant money is not available. It could be used for firewalls.

Tretter said he will take suggestions any time but it needs to be finalized at the November MESB meeting. Please get them to him by October 17th to make the October TOC meeting agenda.

Jansen said that 15k for spare deployable a microwave dish for connectivity as a regional resource?

Tretter said equipment is a 50% match.

Jansen suggested to keep on the list: TICP, Motorola and APEX, CRTF training on the list.

SOAR Change Management Memo

A memo from Jim Stromberg was provided, with all the SOAR background. They have landed on using 8TAC's, rather than pairing SOA's. Per NPSTC, who Tim Lee is the MN Chair, the 8TAC's are only for interoperability, but can used for coverage with committee approval. This is the process the OTC/SECB is going through. Each region should be voting and providing feedback.

Rod Olson said they have not met since the last TOC, but for a conference call.

Rohret said that SOAs not supposed to be in mobiles in the metro per standard.

LTAC-E Change Management Memo

This change is also for each region to vote and provide feedback. The proposal is for 4 LTAC-E's. Home Zone mapping from the August 25th Workgroup decided on 2 in Zone1 and 2 in Zone 2. Rod Olson noted that they will not be upgrading their portable radios until 2019, and will request a waiver to program in the new LTAC-E's.

Moves, Additions & Changes to the System

Anoka County Water Tower Site Repainting

Thompson-said the Columbia Heights tower is to be painted. Temporary towers for Blaine. Lease agreement with Sprint, Verizon and AT&T.

Update on Removal of Voting from Interoperability System

Jansen said it is still scheduled for cutover October 3rd. Be ready to update your consoles after the cutover.

Jansen put together a memo on the removal of dual naming on metro channels in Statusboard. He also put together a memo on VHF overlay. Tretter asked members if they thought the memos would be understandable by the PSAPs. Members thought it was and Tretter will send out to PSAPs.

Jansen has a meeting with the state on Statusboard to discuss how to make the changes to remove dual-naming on the ME TAC channels.

IP Simulcast Conversion.

Rod Olson said that City Center went smooth, no issues reported.

North Branch slated for October 5th, Tretter stated that Jon Eckel reported via email that they are ready for the conversion and have no issues.

Committee Reports

Metro Mobility System Usage Update

Dana reported they had a phone conversation with Trapeze last week, other than that nothing to report.

System Manager's Group/Metro Owner's Group Update

There was no meeting. Standards discussion is on the October Metro Owners group agenda.

Reports from SECB Committees Steering

3

The group did review a draft standard of the conflict resolution standard, this outlines who to work with another region on issues. This went to a workgroup, Jake Thompson attended.

OTC

The TriTech interface request was approved, contingent upon a letter from Motorola blessing off on the request. The letter was submitted before the SECB, Chair Glaccum approved Bloomington as the test site. If any other entities wish to implement, they will need to submit through OTC.

Interoperable Data Committee

The discussed how to evaluate the draft and state plan. The asked for workgroup members of 5-10 experts of their domains. ECN wants to have a regional meeting somewhere in Mid-January to Mid-March timeframe. May 2017 will be the draft state plan release. September 2017 will be the final plan release to MN and all regions.

IOC

They did not have a quorum; did not have Metro representation so they did not vote on any items, but they did discuss the LTACE and SOAR processes.

Scene of Action Repeater (SOAR) Workgroup

The group felt the discussion earlier was sufficient. No additional report.

911 TOC Feedback on Metro Zone Change Management Proposals

Tretter said that he and Ron and presented the questions that were voted on at the July TOC meeting, Tretter asked if the workgroup needs to meet or is this enough to move forward with? He asked all TOC members if they would present this to their respective areas / Law, Fire, EMS disciplines for feedback. I see moving forward with 2 ME-TACE's, 2 ME-TAC's and opening up all non-encrypted ME-TAC's for all users. Consensus was we have enough and can vote at the October TOC.

Other Business:

Regional Talkgroup Permissions Updates

None

Next Meeting October 26th.

TOC & SECB Committee Chair/Vice: This will be important to vote on who would be chairing the committee, and also for the SECB committees. Tretter said he will have a memo for the next meeting for who is currently holding the positions and the time commitments.

The meeting was adjourned at 3:02pm.



METROPOLITAN

EMERGENCY SERVICES BOARD

2099 UNIVERSITY AVENUE WEST SUITE 201 SAINT PAUL, MINNESOTA 55104-3431

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WWW.MN-MESB.ORG

MEMO

To: Radio TOC Members

Fr: Troy Tretter **Date:** October 17th, 2016

RE: Radio TOC Chair & Vice Chair Elections, SECB Committee Appointments

Annually in the fall, the RTOC holds elections for the TOC Chair and Vice Chair for the next calendar year. In addition, the review and change as necessary, appointments of metro representatives to the following SECB Committees.

The following list shows the current membership appointments and commitments:

Metro Radio TOC

(Monthly, 4th Wednesday of the Month) <u>Chair:</u> Chief Ulie Seal, Bloomington Fire <u>Vice Chair:</u> Ron Jansen, Dakota County

SECB Operations and Technical Committee (OTC)

(Monthly, 2nd Tuesday of the Month) <u>Primary:</u> John Gundersen, Hennepin County <u>Alternate:</u> Ron Jansen, Dakota County

SECB Interoperable Data Committee (IDC)

(Monthly, 3rd Tuesday of the Month-Morning) <u>Primary:</u> Jake Thompson, Anoka County <u>Alternate:</u> Rod Olson, City of Minneapolis

SECB Interoperable Communications Committee (IOC)

(Bi-monthly, 3rd Tuesday of the Month-Afternoon)

Primary: Ron Jansen, Dakota County

Alternate: Chris Kummer, Metropolitan Airports Commission

SECB Integrated Public Alter and Warning System (IPAWS)

(3rd Thursday of every other month- January, March, May, July, September, November)

Primary: Scott Williams, Ramsey County

Alternate: Vacant



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MEMO

To: Radio TOC Members

Fr: Troy Tretter

Date: October 17th, 2016

RE: Regional Funding Priorities, FY 2017

Per ECN Director Jackie Mines, annually each radio region must establish regional funding priorities for the next grant cycle.

Types of grants available for the Metro Region:

- <u>SECB (State Emergency Communications Board)</u>: This is a state grant paid though state 911 fees, we cannot buy radios with this grant.
- SHSP (State Homeland Security Grant Program): This is a federal grant that ECN applies for yearly, priorities are set by the federal government each grant. The 2017 grant will be for cyber security projects only.
- <u>SLIGP (State and Local Implementation Grant Program)</u>: This grant is a mixture of state and Federal funds and can only be used for FirstNet and Broadband activities.

The following list represents the recommended funding priorities received for FY2017:

- Motorola provided training: Unified Event Manager (UEM), Motorola APX CPS Training
- TIC Plan and CASM Data Maintenance
- Communications Response Task Force (CRTF) Training
- Unlicensed Portable Tower Microwave Dish
- Interoperable Communications Conference Attendance

The Radio TOC needs to <u>prioritize</u> and finalize this list of funding priorities at the October 2016 TOC Meeting.

COMMUNICATIONS RESOURCE AVAILABILITY WORKSHEET

Frequency Band

800 MHZ ARMER Trunked

Description

Metro Interoperability Zone

	Channel Configuration	Channel Name/Trunked Radio System Talkgroup	Eligible Users	RX Freq N or W RX Tone/NAC TX Freq N or W Tx Tone/NAC A, D or N	Remarks	
1	Trunked	MSP-CALL	All Users	(ARMER Trunked 800MHz System)	Regional Hailing to MSP	
2	Trunked	МЕТСОМ	PSAP Consoles	(ARMER Trunked 800MHz System)	PSAP to PSAP Hailing	
3	Trunked	ME TAC-1	All Users Metro	(ARMER Trunked 800MHz System)		
4	Trunked	ME TAC-2	All Users Metro	(ARMER Trunked 800MHz System)		
5	Trunked	ME TAC-3	All Users Metro	(ARMER Trunked 800MHz System)		
6	Trunked	ME TAC-4	All Users Metro	(ARMER Trunked 800MHz System)		
7	Trunked	ME TAC-5	All Users Metro	(ARMER Trunked 800MHz System)		
8	Trunked	ME TAC-6	All Users Metro	(ARMER Trunked 800MHz System)		
9	Trunked	ME TAC-7	All Users Metro	(ARMER Trunked 800MHz System)		
10	Trunked	ME TAC-8	All Users Metro	(ARMER Trunked 800MHz System)		
11	Trunked	ME TAC-9	All Users Metro	(ARMER Trunked 800MHz System)		
12	Trunked	ME TAC-10	All Users Metro	(ARMER Trunked 800MHz System)		
13	Trunked	ME TAC-11E	L.E. Only Metro	(ARMER Trunked 800MHz System)	Encrypted	
14	Trunked	ME TAC-12E	L.E. Only Metro	(ARMER Trunked 800MHz System)	Encrypted	
15	Trunked	EMRCC	EMS Only	(ARMER Trunked 800MHz System)	East Metro MRCC (Regions)	
16	Trunked	WMRCC	EMS Only	(ARMER Trunked 800MHz System)	West Metro MRCC (HCMC)	
17	Trunked	RIVER HAIL	Public Safety	(ARMER Trunked 800MHz System)	water Patrol, Fire Rescue, Coast Guard, and Conservation officers in the Metro.	
18	Trunked	RIVER OPS	Public Safety	(ARMER Trunked 800MHz System)	Water Patrol, Fire Rescue, Coast Guard, and Conservation officers in the Metro.	
19	Trunked	МЕТЕМ	Metro Emergency Managers	(ARMER Trunked 800MHz System)		
20	Trunked	METPH1	All Users Metro	(ARMER Trunked 800MHz System)	Public Heatlth, Public Safety	
21	Trunked	METPH2	All Users Metro	(ARMER Trunked 800MHz System)	Public Heatlth, Public Safety	
22	Trunked	МЕТРН3	All Users Metro	(ARMER Trunked 800MHz System)	Public Heatlth, Public Safety	
23	Trunked	МЕТРН4	All Users Metro	(ARMER Trunked 800MHz System)	Public Heatlth, Public Safety	

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25) or "M" indicating mixed mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the Rx and Tx reversed.



Regional Headquarters 17641 South Ashland Ave 2nd Floor Homewood, Illinois 60430, United States Special Agent Benjamin Black CN Railroad Police - Superior Office 3192 S Pokegama Road Superior, WI, 54880 benjamin.black@cn.ca

10/17/2016

Joe Glaccum, SECB OTC Chair North Memorial Ambulance 4501 68th Ave North Brooklyn Center, MN 55429

SUBJECT: INTEROPERABILITY PARTICIPATION PLAN

Dear Mr. Glaccum,

The CN Railroad Police Department (CN Police) is respectfully requesting authorization to join and use the Minnesota Allied Matrix for Emergency Response (ARMER) radio system for law enforcement interoperability purposes.

CN Police exist to lead the CN Railroad across its network to be the safest and most secure railway in North America by delivering professional and effective railroad policing services. We work to keep our railway, and the communities we serve, safe through proactive, targeted enforcement and education initiatives throughout the reach of the CN rail network.

CN Police Special Agents in Minnesota conduct law enforcement functions under authority from the U.S. Secretary of Transportation Chapter 281, Subsection 28101 (49USC28101), which grants us authority to carry a officer's police commission from one state into another for specific, clearly defined rail-protection purposes.

In order to complete our mission within Minnesota, we work closely in conjunction with city, county and state law enforcement agencies in the course of investigations, emergency response, and enforcement activities. These activities require us to have the ability to quickly and compatibly communicate with law enforcement and other emergency response units. Above all, as railroad police officers most often work as single person units, mainly itinerant through the state; we feel the most vital need is the increase to officer safety while operating in the field. Our desire in seeking to join Minnesota agencies on ARMER is for these interoperability purposes only, as our day to day communications are held on CN specific systems.





Regional Headquarters 17641 South Ashland Ave 2nd Floor Homewood, Illinois 60430, United States CN Police is submitting an Interoperability Participation Plan as an attachment to this letter. This NW Regional Advisory Committee reviewed this request and is in support of the attached plan. All CN Police users are currently in possession of system compatible and approved equipment and will undertake required training as required prior to any use of ARMER resources. I will avail myself as needed to answer any questions and work as a point of contact for CN Police. We appreciate your time and review of our request and look forward to working with you on this process.

Sincerely,

S/A Benjamin Black #118

CN Railroad Police Department





Regional Headquarters 17641 South Ashland Ave 2nd Floor Homewood, Illinois 60430, United States

SUBJECT: INTEROPERABILITY PARTICIPATION PLAN, CN RAILROAD POLICE

Section 1 Agency ARMER Infrastructure Elements

None

Agency ARMER Subscriber Equipment

Motorola portable radios.

Quantity	Equipment	Area of Operation				
5	Mobile APX 7000	NW,	NE,	Metro	and	SE
		Regions				

This equipment will be maintained in accordance with Statewide Emergency Communications Board (SECB) Standard 3.33.1 and with a fleetmap consistent with that standard.

Section 2 Other Equipment

None

Section 3

Radio User IDs Requested:

CN Police respectfully request the following numbers of radio user IDs:

Purpose	Number		
Law Enforcement/	5		
Interoperability			
3 year Growth	5		

Section 4

Additions to the ARMER Interop Infrastructure:

None





Regional Headquarters 17641 South Ashland Ave 2nd Floor Homewood, Illinois 60430, United States

Section 5 Interoperability talkgroups

CN Police propose the following ARMER radio resources to interoperate with Federal, State and local partners in the performance of public safety activities:

Law	MN	Metro	NW	NE	SE	8C
MSPCALL	MSPCALL	MSPCALL	NW-	NE-CALL	SE-CALL	8CALL90
			CALL			
LTAC1	STAC1	METAC1	NW-1	NE-1	SE-1	8TAC91
LTAC2	STAC2	METAC2	NW-2	NE-2	SE-2	8TAC92
LTAC3	STAC3	METAC3	NW-3	NE-3	SE-3	8TAC93
LTAC4	STAC4	METAC4	NW-4	NE-4	SE-4	8TAC94
	STAC5	METAC5	NW-5	NE-5	SE-5	8CALL90D
	STAC6	METAC6	NW-6	NE-6	SE-6	8TAC91D
	STAC7	METAC7	NW-7	NE-7	SE-7	8TAC92D
	STAC8	METAC8	NW-8	NE-8	SE-8	8TAC93D
	STAC9		NW-9	NE-9	SE-9	8TAC94D
	STAC10		NW-10	NE-10	SE-10	SOA1
	STAC11		NW-11	NE-11	SE-11	SOA2
	STAC12		NW-12	NE-12	SE-12	SOA3
						SOA4

Section 6 CN Police specific talkgroups

 None. Day to day communications will be conducted on CN Police specific systems

Section 7 Training

 CN Police personnel will not be allowed to use ARMER subscriber equipment programmed with ARMER resources until such time as they have been provided appropriate training as required by SECB standards.





Regional Headquarters 17641 South Ashland Ave 2nd Floor Homewood, Illinois 60430, United States

Section 8 Designated local Administrator

 The following person is designated as the agency administrative contact for any issues related to operation, deployment, and maintenance of the regional resources described herein:

Special Agent Benjamin Black CN Railroad Police, Superior Office 3192 S Pokegama Road Superior, WI, 54880 (715) 919-2178 benjamin.black@cn.ca

(Agency Contact, Signature)

Ø/17/2616 (Date)



Metropolitan Emergency Services Board Radio TOC Members

September 2016

Ulie Seal, Chair (2016) (MFCA

appointment)

Bloomington Fire Department

Alternate—None

Ron Jansen, Vice-Chair (2016)

Dakota County

Alternate—??

Jake Thompson

Anoka County Central Communications

Alternate—Linda Hanson

Tim Walsh

Carver County Sheriff's Office

Alternate—Peter Sauter, CCSO

Rod Olson

City of Minneapolis

Alternate—None

Jon Eckel

Chisago County Sheriff's Office

Alternate—None

John Gundersen

Hennepin County Sheriff's Office

Alternate— Curt Meyer

Bob Shogren

Isanti County Sheriff's Office

Alternate—Chris Caulk; Lisa Lovering,

ICSO

Jeff Bjorklund

Metropolitan Airports Commission

Alternate: Chris Kummer, MAC

Chad LeVasseur

(Metropolitan Council appointment)

Metro Transit

Alternate—Dana Rude

Iver Johnson (Metro Region EMS

appointment)

HealthEast

Alternate—none

Dave Pikal

Ramsey County

Alternate:

Scott Haas

Scott County Sheriff's Office

Alternate: None

Chuck Steier (MESB At-large

appointment)

University of Minnesota Police

Department

Alternate—None

Nate Timm

Washington County Sheriff's Office

Alternate—Darlene Pankonie, WCSO

Open (MCPA appointment)

Alternate—None