

**METRO REGION  
800 MHz Trunked Regional Public Safety Radio System  
Standards, Protocols, Procedures**

Document Section:	<b>6 – Financial Policies &amp; Procedures</b>	Radio TOC Approval – Signature:
Sub-Section:	<b>METRO 6.4.0</b>	
Procedure Title:	<b>Entry Costs for New Full Participants</b>	
Date Established:	<b>08/27/01</b>	
Replaces Document Dated:		MESB Approval - Signature:
Date Revised:		09/07/01

**1. Purpose or Objective**

The purpose of this standard is to set a procedure for determining the costs to be charged to eligible entities that apply for full participation in the metropolitan region of the ARMER system.

**2. Technical Background:**

• **Capabilities**

The eligible entity (local unit of government, eligible emergency medical service provider, special purpose government agency) must have existing VHF, UHF or conventional 800 MHz equipment capable of communicating on assigned and licensed public safety land mobile channels.

• **Constraints**

The eligible entity must comply with the interoperability training requirements established by the Statewide Radio Board (See ARMER Standard 1.11.5e).

**3. Operational Context:**

Minnesota Statutes 473.894 Subdivision 8 provides as follows: **Cost apportionment.** The board shall determine how capital, operating, and administrative costs of the first phase system will be spread across users of the region-wide public safety radio communication system, **including costs for additional participants.**

On June 1, 2001 the former Metropolitan Radio Board adopted by resolution the following policy: **Whereas**, it is the policy of the Metropolitan Radio Board to strongly encourage all eligible user entities...to participate fully in the region-wide 800 MHz trunked system, **therefore**, it shall be the policy of the Board to charge no fixed fee for admittance to the region-wide network. Fees charged to new users shall be negotiated on a case by case basis and shall be based on the projected costs to the MESB for technical consultation, design, construction of infrastructure and equipment required to accommodate the needs of the new user and on projected costs to upgrade system capacity or alter system design due to impacts placed on the system by the new user.

**4. Recommended Protocol/ Standard:**

The Metropolitan Emergency Services Board (MESB) shall determine the amount of an entry fee, if any, to be charged to those entities applying for full participation at the time of the negotiation of the cooperative agreement. Any amount required by the Board shall be based on the design document and shall be stated in the cooperative agreement.

**5. Recommended Procedure:**

During the application process for full participation in the system (see Standard 1.9a2) an eligible entity must submit a technical design plan to the Board and enter into a cooperative agreement with the Board. During the review of the technical design plan by the Radio Technical Operations Committee, the committee shall prepare a report to the Board concerning any design impacts to be placed on the system by the new user that will require new capital spending by the Board. That report shall provide the basis for determining one time costs to be charged to the new entity for becoming a full participant. Such costs must be approved by the full MESB.

**6. Management**

This procedure will be managed by MESB staff.