

**M E T R O P O L I T A N E M E R G E N C Y
S E R V I C E S B O A R D**

EXECUTIVE COMMITTEE

October 11, 2017

*****10:00 AM*****

OFFICERS

Chair
Commissioner George McMahon*
Chisago County

Vice Chair
Council Member Andrew Johnson*
City of Minneapolis

Secretary
Commissioner Fran Miron*
Washington County

Treasurer
Commissioner Blake Huffman*
Ramsey County

BOARD MEMBERS

Commissioner Mike Gamache
Anoka County

Commissioner Rhonda Sivarajah*
Anoka County

Commissioner Gayle Degler
Carver County

Commissioner James Ische*
Carver County

Commissioner Tom Egan*
Dakota County

Commissioner Mary Liz Holberg
Dakota County

Commissioner Debbie Goettel
Hennepin County

Commissioner Jeff Johnson*
Hennepin County

Commissioner Greg Anderson*
Isanti County

Commissioner Jim McDonough
Ramsey County

Commissioner Janice Rettman
Ramsey County

Commissioner Barb Weckman Brekke
Scott County

Commissioner Tom Wolf*
Scott County

Commissioner Karla Bigham
Washington County

* Executive Committee

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1. Call to Order (Commissioner McMahon)

2. Approval of Agenda (McMahon)

**3. Approval of August 9, 2017 Minutes
(McMahon)**

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4. Issues and Action Requests

A. Radio TOC Action Items (Tretter)

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**1. Approval of Amendment to Hennepin County's
ARMER Participation Plan**

B. Approval of 2018 Legislative Agenda (Rohret)

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**C. Approval of Executive Director Annual
Review (McMahon)**

5. Old Business – None

6. New Business

7. Adjourn

**METROPOLITAN EMERGENCY SERVICES BOARD
EXECUTIVE COMMITTEE MEETING MINUTES
AUGUST 9, 2017**

Commissioners Present:

ANOKA	Rhonda Sivarajah - Absent	ISANTI	Greg Anderson
CARVER	Jim Ische	RAMSEY	Blake Huffman
CHISAGO	George McMahon	SCOTT	Tom Wolf
DAKOTA	Tom Egan	WASHINGTON	Fran Miron
HENNEPIN	Jeff Johnson	MINNEAPOLIS	Andrew Johnson

Staff Present: Jill Rohret; Pete Eggimann; Ron Robinson; Troy Tretter; and Martha Ziese

Others Present: Margaret Vesel, *Larkin Hoffman*; Matthew Bergeron, *Larkin Hoffman*; William Strusinski, *Libby Law Office*; Kirsten Christopherson, *Libby Law Office*; and Buck McAlpin, *Libby Law Office*

1. Call to Order

Meeting was called to order at 10:00 a.m. by Commissioner McMahon.

2. Approval of August 9, 2017 Agenda.

Motion made by Commissioner Wolf, seconded by Commissioner Huffman to approve the August 9, 2017 agenda. Motion carried.

3. Approval of June 14, 2017 Minutes.

Motion made by Commissioner Miron, seconded by Commissioner Egan to approve the June 14, 2017 Executive Committee minutes. Motion carried.

4. MESB TOC Issues and Action Requests - None

5. Old Business - None

6. New Business

A. Presentations from Potential Lobbying Firms

1. Libby Law Office

Bill Strusinski of Libby Law Office presented their 2017 lobbying proposal to represent the Metropolitan Emergency Services Board, along with Kirsten Christopherson and Buck McAlpin. Mr. Strusinski submitted their references and asked for the opportunity to develop a strategy to support the MESB ideas and platform with the legislature. Board members asked questions regarding Libby Law Office's lobbying approach.

2. Larkin Hoffman Attorneys

Margaret Vesel presented their 2017 lobbying proposal to represent the Metropolitan Emergency Services Board, along with Matthew Bergeron. Vesel and Bergeron presented their lobbying approach and thanked the MESB for allowing them to represent the Board on public safety issues in the past. Board members asked questions regarding Larkin Hoffman Attorneys lobbying approach.

After presentations, the Executive Committee discussed the proposals. Commissioner Johnson asked Rohret what her experience has been working with Larkin Hoffman. Rohret said it has been favorable.

Vesel and Bergeron will call ahead to work out strategies. They are good at working with staff and the Board and making suggestions regarding legislative proposals and strategies.

Commissioner Anderson asked if there were any specifics on length of contract in the RFP and does the Board have to award to the lowest bidder. Rohret said that the RFP language stated the contract would be for one year with the option to renew for up to four additional years. For professional services, the Board does not have to award to the lowest bidder, particularly if the Board has a justification as to why they are choosing a higher bidder. Cost is only one selection criterion.

Commissioner McMahon if staff had a part in the RFP review. Rohret said that staff did do an evaluation, scoring the proposals on four areas, with 10 points being the maximum score for each area. Rohret added in cost scores after the initial evaluation. Larkin Hoffman received the highest score from staff.

Commissioner Egan said that Dakota County frequently selects firms that are far from the lowest cost. They are awarded a contract based on a matrix where cost was just one factor. Egan said he knew Bill Strusinski quite well and if there is a desire to change he would feel quite comfortable with Libby Law. Commissioner McMahon concurred, but that it was the right thing to do to stay with Larkin Hoffman.

Motion made by Commissioner Miron, seconded by Commissioner Wolf to recommend approval of a two-year contract with Larkin Hoffman to the full board. Motion carried.

Meeting adjourned at 10:40 a.m.

DRAFT

MEETING DATE: October 11, 2017	PRESENTED BY: Tretter	AGENDA NUMBER: 4A. Approval of Hennepin County Use of ARMER sites & Excess Capacity
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RECOMMENDATION

The Radio TOC recommends the Executive Committee recommend approval of Hennepin County’s request to use five ARMER sites and excess ARMER microwave capacity for a VHF simulcast paging system.

BACKGROUND

Hennepin County uses VHF paging for fire departments within the county. Paging systems require tower sites and microwave use, similar to the ARMER system.

ARMER standards require approval by regional radio boards and the Statewide Emergency Communications Board for equipment or applications which touch or interface with the ARMER system.

ISSUES & CONCERNS

To accommodate new and existing fire department users, Hennepin County would like to install a new five-site simulcast VHF paging system. The County would like to install the system at the following ARMER system tower sites: Braemar Park, Golden Valley, Medina, Minnetrista, and Rogers.

All sites except for the Minnetrista site are government-owned and the leases allow for modification of equipment at the site without a lease amendment. The MESB has a lease with Pioneer Public Television for the Minnetrista. Carver County, Hennepin County and MnDOT have equipment at this site.

Per the lease with Pioneer Public Television, any additional equipment added to the Minnetrista site would require a modification of the lease. Currently, MnDOT has a VHF antenna and feedline at the Minnetrista site that is no longer in use and has transferred ownership to Hennepin County; the County will not have to add additional equipment, negating the need for a lease amendment.

Hennepin County is also requesting use of excess capacity on three ARMER microwave loops, the North Loop, the Central Loop and the South Loop. The county requests use of one T1 for each of the sites, for a total of five T1s of ARMER excess capacity on the microwave loops.

The request requires MESB approval, prior to going through the Statewide Emergency Communications Board, Operations & Technical Committee (SECB OTC) and full Statewide Emergency Communications Board (SECB) process.

FINANCIAL IMPACT

None to the MESB. There will be a change in the percentages of shared rent and utilities between MN DOT and Hennepin County.

MOTION BY:	SECONDED BY:	MOTION APPROVED: ___ YES ___ NO
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MOTION:

MEETING DATE: October 11, 2017	PRESENTED BY: Rohret	AGENDA NUMBER: 4B. 2018 MESB Legislative Agenda
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RECOMMENDATION

The Executive Director recommends the Executive Committee recommend approval of the 2018 MESB Legislative Agenda.

BACKGROUND

In past years, the Metropolitan Emergency Services Board developed a Legislative Agenda which was approved by the Board. The agenda is MESB staff and the MESB Lobbyist’s best estimation of items which may arise during the 2018 legislative session.

ISSUES & CONCERNS

The 2018 Legislative Session will begin on February 20, 2018. This will be an active session for the MESB. All of the items on the 2018 agenda are the same as in 2017. The Legislative Agenda is divided into three sections: General Items, 911/ARMER Items, and EMS Items.

General Items include keeping the Statewide Emergency Communications Board under DPS rather than MN IT (it is unknown if this will be an item or not; it is being kept on the legislative agenda in the event it arises); and maintaining the 911 special revenue fund for public safety communications use only. These items have been included in the several previous legislative agendas as well.

911/ARMER Items only includes amendments to MS 403 to bring the statute in line with needs in NextGen 9-1-1. Staff has been working with DPS on the amendments. This bill will be a department bill, however the MESB has played a major role in the crafting of the amendment language and in finding authors. It should be noted that the amendments do not make any changes to the 9-1-1 fee. There is some clarification on what PSAPs can spend the funds on, as well as the auditing provisions related to the allocation of the funds. Regardless of whether or not these amendments are included in the Governor’s agenda, it is likely that MESB staff and lobbyists will spend a great deal of time lobbying for these amendments.

EMS Items include: establishing long-term sustainable funding, including requesting additional General Fund dollars to fully cover regions’ administrative/overhead expenses, as well as to restore old programs or provide new programs within the regions; seeking an increase in fines for distracted driving to allow for additional funding, like Seatbelt Funds, for the eight EMS regions (and would include allocating some amount to the Department of Public Safety); maintaining the regional EMS grant program under the Emergency Medical Services Regulatory Board (EMSRB); repealing EMS Rules 4690.1900, which requires EMS communications plans separate from the ARMER plan; and allowing opiate tax revenues to be used at the discretion of individual EMS regions.

FINANCIAL IMPACT

No direct impact, except staff time at the Capitol.

MOTION BY:	SECONDED BY:	MOTION APPROVED: ___ YES ___ NO
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MOTION:

Metropolitan Emergency Services Board
2018 Legislative Agenda - DRAFT

Item	Sponsor	Lobby	Support	Monitor	Notes
General Items					
Keep SECB under DPS, rather than MN IT		√	√	√	
Maintain the 911 Special Revenue Fund only for public safety communications use		√	√	√	
911/ARMER Items					
Amend MS 403 to prepare for NG 911 and SECB changes	√	√	√	√	Will be a Department of Public Safety bill, but MESB has heavy involvement in this bill.
EMS Items					
Long-term sustainable funding for EMS regions, including requesting an additional \$2.8 million in General Revenue Funds to be divided among all 8 EMS regions	√	√	√	√	The MESB may need to introduce this it does not get taken up in 2018 session. Passed both houses and was in Governor's budget in 2017, but did not pass in Special Session.
Seek an increase in fines for distracted driving to allow for additional funding for all 8 EMS regions. As with seatbelt funds, a portion of the increase would go to the Department of Public Safety		√	√	√	This was introduced in 2017 and failed. It may come up again in 2018 or in future sessions.
Maintain EMS regional grant program under EMSRB, rather than moving to MDH		√	√	√	
Amend EMS rules to repeal 4690.1900		√	√	√	
Opiate tax revenues, if passed, to be used at discretion of individual EMS regions		√	√	√	