

**Metropolitan Emergency Services Board  
Radio Technical Operations Committee  
Meeting Notes  
February 28, 2018**

**Members Present:**

Ron Jansen, Jon Eckel, Chad LeVasseur, Jake Thompson, Rod Olson, Scott Haas, Nate Timm, Nancie Pass, Chuck Steier, John Gundersen, Heidi Hieserich, Peter Sauter.

**Guests Present:**

Dana Rude; *Met Council*, Scott Wosje, *Northland Business Systems*, Scott Wiggins; *Federal Engineering*, Christine McPherson; *City of Minneapolis*, King Fung; *Hennepin County Sheriff*, Jill Rohret, Troy Tretter, Martha Ziese; *MESB*

**Call to Order:**

Scott Haas called the meeting to order at 1:02

**Approval of Minutes**

*M/S/C Motion made by Sauter to approve minutes from January 24, 2018. Eckel seconded.*

John Gunderson requested the agenda for February 28, 2018 be amended to include Hennepin County request to install a new five site VHF simulcast paging system.

*M/S/C Motion made by Jansen to approve February 28, 2018 agenda with amended addition. Pass seconded. Motion carried.*

**Agenda Items:**

**U of M MCC7100 console addition**

Jeff Lessard said that there was now documentation and that the primary issue was the process that was followed. The VPN was set up in the specs. Troy said the printed packets had the IP addresses, source and destination ports in the diagram. The packet posted online had that information redacted. Jeff added that this is a resource they would be happy to share if there was a need.

*M/S/C Motion made by Timm to approve the request for the U of M MCC7100 console addition. Gunderson seconded. Motion carried.*

**Troy Tretter COMT Packet**

Personal information for cell phone numbers in the packet has been redacted on the online version. This will be the practice for online postings in the future.

*M/S/C Motion made by Timm to approve Troy Tretter's COMT packet. Olson seconded. Motion carried.*

**Changes to Radio TOC bylaws**

Tretter said the recommended changes include deleting the Minnesota Department of Transportation, language updates to reflect current practices, changing Administrative Officer to Executive Director and removing the language of reimbursement of the TOC chair for attending the MESB Board meetings.

Ron Jansen asked when did MnDOT stop attending? Rohret responded when the Radio Bylaws were drafted, and the Radio Board merged with the 9-1-1 Board, the TOC included MnDOT; they declined but were kept in the by-laws. They have not attended since the merger of the two boards. Rohret said that Chiefs of Police also have not attended nor answered any letters regarding their seat on the TOC. Jansen said he felt they both should be removed from the by-laws.

Tretter said that when Sherburne County joined the MESB, the bylaws will not need to be amended because the membership section states membership of all members who are party to the MESB JPA.

Pass asked what the current practice was in Section 2; *the Chair shall attend all meetings of the board and upon the resolution of the Board may be reimbursed, if not otherwise compensated, for expenses, if any per diem, for such attendance?* Troy said that meant that the Chair of the Radio TOC would attend MESB meetings and receive compensation for mileage, however this sentence would be deleted to reflect current practice since current practice is that Troy attend the MESB meetings as the representative.

Eckel asked if there would be a quorum concern to keep MnDOT and Chiefs of Police in the by-laws if they are not going to show up? Tretter said that in his opinion it would not count against an attendance quorum because there was no person assigned from either of those entities.

Rod Olson asked if the TOC could ask for a formal response from the Chiefs of Police stating they no longer wished to participate? Rohret said another letter could be sent but they have not responded to numerous requests.

*M/S/C Motion made by Jansen to approve amended Radio TOC Bylaws with all edits included in the document. Thompson seconded. Motion carried.*

### **TOC Comments for Strategic Planning Meeting**

Haas said he will be attending the State Strategic Planning Meeting March 8 and 9th. There was a meeting after the MOG (Metro Owners Group) to discuss the elements they would bring to that meeting. Pass is a metro rep also. The other members are: B.J. Batting, Dave Diehl, George McMahon. Rohret said that she, Pete Eggimann and Marcia Broman also plan to attend.

Haas said in summary the discussions included: costs are going up; what parties would be responsible, sustaining hardware and would ARMER be the primary voice system in the future, the need for VHF Interoperability upgrades across the state, encryptions; AES vs. DES, cost management model, freezing system as is or upgrade and balancing the check book, i.e. who would pay for the upgrade. A separate system for FirstNet for the next fifteen to twenty years.

Tim said that a possible KMF management system was also discussed.

Jansen said that there was discussion on the number of users and TDMA solution.

Olson said there are other technical limitations that should be looked at before going forward.

Haas said that if there were any other comments, to send them to him before the planning meeting.

### **Hennepin County request to install a new five site VHF simulcast paging system**

King Fung presented that In November 2017 the MESB approved a request to install a new five site VHF paging system at the following sites: Minnetrista, Rogers, Golden Valley, Medina and Braemar Park.

After further design research with Motorola, Hennepin County determined adding a conventional sub-site (C-Subsite) would be the best option for functionality. Adding a C-subsite to the ARMER system would provide redundant links to the sites, Unified Event Manager (UEM) control of the sites as well as monitoring the status of the sites.

The addition to ARMER would be done within the Zone 2 MSO which is currently located at the Hennepin County Golden Valley Location.

M/S/C Motion made by Jansen to approve Hennepin County's request to add their VHF Simulcast paging system to the ARMER Zone 2 MSO. Gundersen seconded. Motion carried.

### **Move, Additions & Changes to the System**

IP Simulcast Conversion- Washington County.

Nate Timm said the new T1s MnDOT-Oakdale line were installed, they will be updating their microwave link between Oakdale and Valley Creek. They will be cutting their paging over to a separate T1 in spring. Parts will be shipping soon.

### **Committee Reports**

#### **Metro Mobility System Usage Update**

Dana Rude said they have received a revised statement of work from Trapeze about the Motorola interface. Thompson said their airtime seems to be creeping up again so its good it is moving forward.

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

Jansen said that Peter Matthes was at that meeting. They went through the system upgrade. Part of the 717 upgrade has the Z420s that have a stability issue and will be replaced. That is 3-400 computers. They will send Jansen a list of what will be replaced.

The list servers have been deleted without any notification by MNIT, John Anderson is building the lists again through Outlook.

There were discussions on DC battery power replacement, Genesis update, Super Bowl follow up, the VHS overlay, and MSO Zone 2 move.

### **Reports from SECB Committees**

#### **Steering**

Tretter said they met in February. They discussed the Radio TOC membership, and the strategic planning meeting.

#### **OTC - Cancelled**

#### **Interoperable Data Committee - Cancelled**

Tretter said that potential meeting locations were discussed for the FirstNet presentation with Televate and MnDOT. The location would need to accommodate 150 people.

Jansen confirmed the facility at the Rosemont Community Center would be available for that presentation or possibly the Dakota County Government Center.

### **IOC**

Tretter said only the STR and COMU sub committees met. Tretter was voted Chair to the STR committee. First meeting was this month.

Timm said Dan Anderson was voted Chair and Dave Pike, Vice-Chair of the COMU. Nate Timm attended by phone. The IOC meets opposite of the Interop Committee. Jim Stromberg did a presentation on the health of the COML program. Doris Lakes COML packet was approved, the official communications positions in the state were approved; COML, COMT, Radio Operator Tactical Dispatcher NTD and the INCM. The Auxiliary Communications Specialist was not initially approved it is still in discussion.

Tretter said the Incident Tactical Dispatch class taught by First Contact 911 needs to be an approved class by OEC to be considered a certifiable course in Minnesota. Tretter said the goal is to seek a waiver to the standard to allow those previously trained to become certifiable.

### **IPAWS**

Haas said that the Chair of the IPAWS Committee suggested some by-law changes that would attempt to resolve some longstanding quorum issues. His suggestions were to remove the Regional Radio Board Representative and have representation from AMEM and APCO, Chiefs of Police instead. Haas said his reservation is that these are private organizations; how would they go about filling their seat of representation thereby possibly affecting IPAWS quorums.

Out-state just does not come to the meetings and the chair does not want IPAWS to be just a metro group.

Rohret said all the other SECB Committees have a 75% attendance requirement language in their by-laws.

### **Finance/Grants Workgroup - No meeting**

Tretter said that there are funds to send people to the communications conference in St. Cloud. Funds would pay for registration and two nights. Timm said the agenda is now up on the website. The last day of the conference is the same as the April TOC on the 25<sup>th</sup>.

### **Other Business**

#### **Regional Talkgroup Permission Requests**

Tretter said there was a request by Marcus Bruning on behalf of Mille Lacs Band Public Safety. The request also went to Isanti County requesting their fire main and safety main. They denied by Sheriff Caulk in favor of regional or state interoperability talk groups. Tretter asked members if anyone had had a need for interoperability with the Mille Lacs Band Public Safety?

Haas said it might have occurred at an event. Rohret said that a lot of agencies are approved but chances are they will never use them. If similar approvals have been made in the past, then this request should be granted also.

Gundersen said this issue came up at the OTC. Their chief said it is mostly for Interoperability. Tretter said that in the email from Mr. Bruning, previous agreements that were transferred it was for the Mille Lacs Band Public Safety.

*M/S/C Motion made by Timm to approve request Mille Lacs Band Public Safety for METAC's 1-10. Jansen seconded. Motion carried.*

**Next meeting March 28th.**

*The meeting adjourned at 2:18.*

Approved 3-28-18