

**Metropolitan Emergency Services Board  
Radio Technical Operations Committee  
Meeting Notes  
April 18, 2018**

**Members Present:**

Jon Eckel, Tim Walsh, Ron Jansen, Jake Thompson, Rod Olson, Scott Haas, Nancie Pass, John Gundersen, Wendy Lynch

**Guests Present:**

Jill Rohret, Troy Tretter, Martha Ziese

**Call to Order:**

Scott Haas called the meeting to order at 10:00.

**Approval of Minutes**

*M/S/C Motion made by Thompson to approve minutes from March 28, 2018.*

*Pass seconded.*

**Agenda corrected to reflect March not February minutes included in packet.**

**Agenda Items:**

**Dakota County VHF Paging Simulcast Addition**

Ron Jansen said that Dakota County is requesting an amendment to its ARMER participation plan to reflect an upgrade in its VHF paging system. Dakota County will install the system at the following ARMER sites: Arbor Point, Buck, Cannon Falls, Empire, Fairfield, Hastings, Palomino, Sperry, Verizon, and Welch.

The paging system being added by Dakota County is similar to that which the TOC approved for Hennepin County in March 2018. This addition will occur within the Zone 1 master site at MnDOT Water's Edge.

Dakota County is also requesting use of excess capacity on ARMER microwave links for this paging system. The County would like to use two T1s from MnDOT Water's Edge to Empire; one T1 from Hastings to Empire; and one T1 from Welch to Cannon Falls to Empire.

Troy Tretter said once approved, the request will go before the May 8 OTC before moving to the May 9 MESB meeting for approval.

*M/S/C Motion made by Eckel to approve the request for Dakota County. Gundersen seconded.*

**Scott Huppert (HCEMS) COML Recertification**

Tretter presented that Scott is renewing his COML, he only needs 1 point for 2018, but he has included documentation for 5 points. Scott is an active COML and Incident Tactical Dispatcher. He is also an active member of the CRTF. This packet after signed, will go to the COMU Sub-Committee of the IOC in June and the IOC in July.

*M/S/C Motion made by Jansen to approve Scott Huppert COML Recertification. Pass seconded.*

### **Metro Standard 3.17.4 Event & Exercise Communications**

Tretter said changes to this standard were suggested by the CRTF Steering Committee. This document was deemed necessary to update after the MS150 in 2017 and super bowl as items that are best practice are not covered in standard.

Primarily: In Section 4: use a COML to prepare an ICS205, to send the completed ICS205 to the Radio Services Coordinator for distribution; to include patched resources on the ICS205; use status board; and to use event planners and radio system managers in the process. Section 6, the CRTF will provide a summary report of review of ICS205's to the TOC. Tretter said this has been done by the CRTF, and the Interoperability sub-committee does not exist.

*Motion made by Gundersen to approve the suggested changes to Metro Standard 3.17.4. Jansen seconded.*

Tretter asked if there should be a discussion if the 205 should be created after one or more channels are being used. Should it be changed to one?

Olson asked if it should state one or two state resources. It is a good local notification system.

Tretter said that if it is more than one statewide resources than the 205 would be distributed to SWIC. Currently only one regional resource is being used.

Pass said that giving an agency too much information, it could be missed.

Jon Eckel suggested the wording be changed to "if a 205 is required for an event and a patch is to be used, that patch is to be reflected on the 205". Gundersen agreed.

*M/S/C Motion was withdrawn and restated to reflect above change.*

### **Metro Standard 3.22.0 Use of Mobile / Portable Gateways to Connect Fixed Network Interoperability Resources**

Tretter presented this standard has needed updating for a while and was also reviewed by the CRTF steering workgroup. Changes are removal of the vendor list of gateways, as it is out of date and not felt it was necessary. Under section 6, it removes the TIC plan as keeping the list of the COML's and COMT's. Tretter said he keeps an updated list and the TIC plan is updated less frequently, plus it directs people where to go, the MESB, rather than the TIC plan which is a non-public document. The final change removes the SMG, which is a non-SECB body and puts the responsibility of resolving issues with the Metro TOC.

*M/S/C Motion made by Gundersen to approve proposed changes to Metro Standard 3.22.0. Thompson seconded.*

The group agreed there is a need for a definition of mobile in the definition document. Jansen asked if the discussion should be tabled to research language?

Motion was withdrawn.

*M/S/C Motion by Jansen to table discussion to allow for a proper definition of mobile to be researched and to add that definition to the standard and the appendix. Gundersen seconded.*

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

Gundersen said that the Hennepin County VHF simulcast would be completed at the end of the month.

Jansen said that Aviat was selected as their microwave provider for their microwave upgrade project.

### **Committee Reports**

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

Tretter said there has been a slight increase in usage. 78 hours February-March.

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

No update from System Manager's Group

### **Reports from SECB Committees**

#### **Steering**

Tretter said the Steering Committee met on April 11. The federal entity report was discussed, there were some changes that were suggested, so it will come back at the next meeting. Tretter said there was a review of the strategic plan following feedback from the strategic planning meeting held in March.

#### **OTC**

Gundersen said the OTC met on April 10. Action items included approving some standards, updates consisting for the most part were updating language and name changes. A standard on media access item was tabled; perhaps sun-setted. There was a request to research the use of ARMER by the media. The Scott County talkgroup request was also approved.

#### **Interoperable Data Committee**

Olson said there was a conference call April 17. There was a FirstNet policy discussion on whether to create a policy sub-committee. There was a discussion on the Governor's taskforce on broadband. There was a discussion on some grant opportunities, they are going to focus on the SLIGP 2.0 grant. Network testing was discussed.

**IOC** – No report, there was no meeting.

#### **STR Sub-Committee**

Tretter said the STR Sub-Committee met on April 3. There was a discussion on the remaining maintenance funds. Some of the STR standards will be merged into one.

#### **COMU Sub-Committee**

Tretter said the COMU Sub-Committee met April 17 by phone. The COMT packet was approved. There was a discussion about merging expiration dates for COMU personnel that have multiple certifications. An Incident Tactical Dispatcher standard was implemented at a state level. Next meeting Tretter will introduce the curriculum developed at the regional level for consideration.

#### **IPAWS**

Scott Haas said that meeting will take place in St. Cloud at the Interoperability meeting.

#### **Finance/Grants Workgroup**

Tretter said that there has been discussion to allow grant funding priorities to be modified to include the Genesis training. It was approved at the March Executive MESB meeting. That grant expires June 1, but the training cannot happen until after June. Tretter requested a quote from Motorola to hold training prior to the expiration date of June 1<sup>st</sup>.

Tretter said the grant is \$25,000.00 grant. \$8,000.00 will be expended at the St. Cloud Interoperability conference. SECB funds or HSEP funds can be used. The SHSP funds expire in December. A Networking Essentials and Motorola Communications 4 1/2 class for up to twelve people is approximately \$26,000.00. There is an MCC 7000 Dispatch Console Workshop for \$21,000.00, and an IB&D Simulcast Workshop in Schaumburg for \$17,000.00.

Some of the grant money might be turned back in that could also be used.

Jill Rohret said that Genesis Training is still possible with another pot of money from the SHSP grant.

Tretter will send out notification of training to the TOC membership. System Owners will have priority.

### **Regional Talkgroup Permission Requests**

Tretter has received a request from the Great Lakes Indian Fish and Wildlife Commission on April 12, this was not in the packet, but the request was available as a handout. The request is for access to METAC's 1-10.

*M/S/C Motion by Jansen to approve Great Lakes Indian Fish and Wildlife Commission request for access to METACS 1-10. Pass seconded.*

### **Other business**

Haas said there is volunteer opportunity to serve on the RECCWG exercise and planning group at the FEMA region five level. Anyone who is interested in serving should contact SWIC Jim Stromberg.

**The meeting adjourned at 11:20.**