

**Central MN
Owners & Operators and User Committee Meeting
Microsoft Teams Meeting
March 17, 2022 – 10:00 AM**

OWNERS & OPERATORS MEMBERS/ALTERNATES PRESENT:

1. Brandon Larson, Vice Chair & Micah Myers – City of St. Cloud
2. Julie Fraley – Benton County
3. Kandiyohi County – Big Stone County
4. Tom Egan & Kevin Smith – Douglas County
5. Jon Combs – Grant County
6. Ace Bonnema – Kandiyohi County
7. Sheriff Brian Cruze – Meeker County
8. Andy Beckstrom – Mille Lacs County
9. Victoria MacKissock – Morrison County
10. Jason Karlgaard & Greg Seim – Otter Tail County
11. Kristen Lahr, Chair; Mary Lieser & Michele Burke – Stearns County
12. Brian Koehler – Stevens County
13. Bill McGeary – Swift County
14. Sarah Booker – Todd County
15. Tyler Wheeler – Wadena County
16. Amy Schulz – Wilkin County
17. Seth Hansen – Wright County

USERS MEMBERS/ALTERNATES PRESENT:

1. Adam Morris, Tom Zabinski, Steve Williams, & Jaime Schmidt – City of St. Cloud
2. Julie Fraley – Benton County
3. Kandiyohi County – Big Stone County
4. Kevin Smith – Douglas County
5. Jon Combs – Grant County
6. Ace Bonnema – Kandiyohi County
7. Sara Miller – Meeker County
8. Andy Beckstrom – Mille Lacs County
9. Victoria MacKissock – Morrison County
10. Jason Karlgaard & Greg Seim – Otter Tail County
11. Paul McIntyre, Chair; Kristen Lahr; Chief Jim Hughes, Vice Chair; & Michele Burke – Stearns County
12. Brian Koehler – Stevens County
13. Bill McGeary – Swift County
14. Sarah Booker – Todd County
15. Tyler Wheeler – Wadena County
16. Amy Schulz – Wilkin County
17. Seth Hansen & Richard Ward – Wright County

GUESTS:

1. Commissioner Jeff Jelinski, ESB Chair – Morrison County
2. Stephanie Johnson, EMAC Chair – Meeker County
3. Keith Christenson – CentraCare
4. Steve Tait, Southern RIC – ECN
5. Dave Sisser – West Central Communications

OWNERS & OPERATORS MEMBERS/ALTERNATES ABSENT:

1. Pope County
2. Traverse County

USER MEMBERS/ALTERNATES ABSENT:

1. Pope County
2. Traverse County

CALL TO ORDER:

Meeting called to order by O&O Chair Kristen Lahr at 10:00 a.m.

INTRODUCTIONS:

Introductions were conducted. There was a quorum for both Committees.

APPROVAL OF AGENDA:

Kandiyohi County made a motion to approve the O&O/Users Agenda. City of St. Cloud seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Benton County – Aye; Big Stone County – Aye; Douglas – Aye; Grant – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Wadena – Aye.

APPROVAL OF MINUTES:

Wadena County made a motion to approve the February 17, 2022 O&O/Users minutes. Todd County seconded, motion carried. Roll Call Vote: City of St. Cloud – Aye; Benton County – Aye; Big Stone County – Aye; Douglas – Aye; Grant – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye.

COMMUNICATIONS:

- a. MN Public Safety Communications Conference
Scheduled for April 25-27. Registration is open and there is a schedule of break-out sessions published. Tait explained the original deadline for the lodging and meals registration is April 1st, but knowing your board does not meet until the day before that we made sure that at least the first couple of weeks you can still get your lodging and meal arrangements made. We have handed out 250 complimentary conference registrations, so that our statewide and regional governance members can all get a little bit of a discount. Contact Tait if you need that coupon code. Each RAC representative and each ESB representative from each of your member jurisdictions gets a complimentary registration. That can be transferred to other individuals within your organization or other agencies within your region. You have three dozen free registrations available to your region to use as you see fit.
- b. COMU Survey due March 18th
Lahr explained there is a survey we put out to regional COMU representatives or to the membership to fill out just on any COMU activities that were done in 2021 along with some additional questions about COMU personnel to provide to the SWIC Deputy Director Clark. We want to make sure everybody sees that and fills out the survey. Larson explained we have had about 9 responses. We did put a deadline of tomorrow. If there are any COMU persons that have yet to participate please do. Larson will compile all the responses and get those sent to the SWIC. Larson can include those responses in next month's packet as well, so the region is able to see.

O&O BUSINESS:

- a. CM Analyzer rotation schedule

Lahr explained current location is in Todd County and it is scheduled to go to Wadena County afterward. If between Todd County and Wadena County you can coordinate transfer of the analyzer between the two of you and then just update Larson when it does get transferred.

- b. Otter Tail County ARMER Participation Plan Amendment Request

Karlgaard explained we have a straight forward amendment request. We are currently at our approved limit of 1100 radio IDs on the system. For full disclosure, as of today we are two or three over that. We are requesting an increase of our approved radio IDs by 200. Raise it from 1100 to 1300 radio IDs. We do pay for an additional repeater channel at each of the seven MnDOT ARMER tower sites in our county just to allow for the additional appropriate capacity. Karlgaard does watch the monthly AMRER reports for busies and things like that and we typically do not see many for our area of ARMER.

Grant County motioned. Kandiyohi County seconded. Roll Call Vote: City of St. Cloud – Aye; Benton County – Aye; Big Stone County – Aye; Douglas – Aye; Grant – Aye; Kandiyohi – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Abstain; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Wadena – Aye; Wilkin – Aye; Wright – Aye. *Motion carried.*

JOINT BUSINESS:

- a. Regional Strategic Plan – O&O / Users focused goals

- Regional Subscriber Inventory
- CASM Updates and Awareness
- COMU Awareness

Lahr is wondering since we will have this on our agenda monthly to focus on what our regional priorities are those that are focused more toward our committees and the progress on those. Lahr shared something she mocked up. Lahr is wondering if the group would be agreeable to add to our agenda just as a running tick list on the progress of those goals. Going off the priorities list the materials that were in our packet currently that were prepared as part of the Regional Strategic Plan, Lahr did a one-sheet synopsis of the priorities our region is focusing on. Similar to what is in our packet, highlighted what our two committees are working on for those initiatives. Just in a one-sheet page similar to how the committees of the SECB have been going over that. This is completely up to both of our groups. Lahr likes to see everything on one page. Something Lahr can get a good overview as we are talking. Lahr listed what each of our priorities are and then below it some of the tick items or the progress that the region has been doing to further those priorities throughout the region. Does anyone have any thoughts on adding this to our packet for future meetings to work from and use as talking points so we can stay focused on what the goals are and any past or continued progress that is being made in regard to those priorities? Larson thinks it helps bring it into perspective.

Priority 2: Advocate and support FirstNet and wireless broadband initiatives

Lahr thinks this has been on the back burner, because we had some more higher priority things that are coming at us pretty quick. There has not been any progress or any action taken on priority 2.

Tait explained Stevens County did reach out to AT&T. Tait was out there just a couple of weeks ago. We had a very good meeting.

JOINT BUSINESS: (Continued)

a. Regional Strategic Plan – O&O / Users focused goals (Continued)

Tait spent the better part of the morning talking about the issues they have both in the PSAP, EOC and out in the field with cellular coverage and why FirstNet is not a good solution for them. That conversation spawned into a broader conversation where representatives from the FirstNet Authority were brought in and really listened to the needs of greater MN on why coverage remains a challenge. Their representative took a lot of notes that are going to be escalated up to the national level to make sure our underserved and underrepresented rural areas are not forgotten when it comes time to expand coverage. There are a lot of lessons that can be learned on just what Stevens County has done individually to support advancing your regional goal. There was some discussion that Greiner and Tait had about presenting it to this group here today, because Stevens County had a favorable experience in advocating for better coverage. How do we bring that so all the members of the region can benefit from that and how do support your priority #2 goal with initiatives like that? Tait would love for Lahr to send this format to him, because Tait wants to share it with his other three regions. It is very clear and concise and it keeps people focused on tangible actions we can all do to get these goals accomplished over the next couple of years.

Lahr responded if Tait and/or Stevens County wants to put something together or just have a short time on the agenda or during the regional priorities discussion for next month feel free to let us know or just chime in. These are open discussions as we are talking about regional priorities.

Larson mentioned that Wisniewski and Larson represent the region on the Wireless Broadband Committee for the SECB. If there are any areas that we can assist with, or information you want to get up to the SECB level reach out to us.

Priority 3: Provide training and exercise opportunities to regional stakeholders

Lahr explained as an overview of what has been done so far this year, at last month's meeting for the Users Committee this whole group gathered some information on what the members present were looking for in regards to desired training. Later in our agenda we will be reviewing the list that was compiled there. We did get confirmation from On Target Training & Consulting for some costing on what some of the standard training courses they deliver will be for the 2022 calendar year as well. Do we have any additional thoughts on exercise or training opportunities for the region in regard to this priority?

Priority 4: Increase stakeholder awareness and usage of regional Communications Unit (COMU) resources.

Lahr explained we did have some good discussion at our last few meetings about the CM regional COMU and whether, or not, we want to formalize something. Just trying to advocate and get the word out to potentially use more communications unit assets. In addition to that, on what we are doing with our informal Central Regional COMU group. We have started meeting on a monthly basis and discussing some training opportunities. Doing some little in-meeting discussions and trainings regarding different communications aspects.

Larson stated our regional COMU personnel have been meeting monthly this year. We structure our meetings so we have a little bit of a business section where we talk about what level of participation each person has for a goal to be involved with COMU throughout their agency, region or further. We have also had a lot of conversations regarding formalizing as that is one of the SCIP goals of higher recognition of COMU. We have had some good conversations regarding if we were to formalize and fall under the purview of the Central MN Emergency Services Board where would we best be suited.

JOINT BUSINESS: (Continued)

- a. Regional Strategic Plan – O&O / Users focused goals (Continued)

Priority 4: Increase stakeholder awareness and usage of regional Communications Unit (COMU) resources. (Continued)

Larson explained we hope to bring that conversation to the Executive Committee at the end of the month. Thinking that might be a good location with all of the committee chairs to try to find a home for the COMU folks and identify what our scope and mission would be. We also include continuing education with each of our meetings to allow our folks to think outside the box and see different perspectives outside of their home agencies.

Commissioner Jelinski asked if you are talking about COMU group would that also include conversation with the COML, COMT groups, etc. all under the same roof? Whether it be exercising, etc. and then would that also encompass CASM as a topic?

Larson responded the Communications Unit, the COMU, encompasses all of those communications positions. The Incident Communications Center Manager, the Tactical Dispatchers, the unit leaders, the technicians, all of those folks are the ones that are participating in this group right now. We have been building relationships with our local emergency managers and started initial awareness conversations with our regional EMAC group as well. It is really important that all of our members those that want to be involved have the opportunity to build relationships with different public safety leaders in our region before a bad incident occurs and before they are requested. Also, it helps for all of us to gain more experience to improve our skills and to keep up our recognitions.

Priority 6: Increase stakeholder awareness and usage of CASM resources

Lahr explained in our past couple of meetings we have had some good discussions on where CASM could really be a beneficial tool for the region. Such as housing participation plans and participation plan amendments. It is a way that our region can keep an inventory of where participation plans are at. Subscriber inventory we had a comment that with the subscriber inventory that we were asking of the region and is being asked of agencies across the state in regard to potential funding or capabilities of subscribers across the state. Maybe it would behoove us to hang onto that inventory, have it stored in CASM, so when the need arises down the road it is not such an arduous task to come up with that information in a quick turnaround situation. And then also some STR inventory. We do have some STR inventory in there now, but with the after-action report from Operation Safety Net there is a good desire to update and refresh the inventory of all of our STR/cache radio/cache battery inventories and CASM seems well-suited to hold that information and keep that up-to-date. At our past meetings, we did discuss there is an upgrade expected for the CASM platform. Myers reported March 28th is when it is scheduled. Lahr explained CASM is scheduled for more of a significant upgrade at the end of the month. We were talking about with the fact that it has been a number of years since our region has had any training opportunities for CASM and we all could at least use a refresher if not some new users having some good training. The region's thoughts were to hold off until that upgrade has been completed and then research what we can do about maybe offering a training in the region for CASM.

Priority #1: Secure funding for emergency communications equipment/technology

Lahr stated since it has been a topic of discussion at our last few meetings Lahr has been capturing some progress and high notes on priority #1. One topic of conversation that has been a hot button lately is aging subscribers. Just note we have done an inventory request from our member agencies and have had a pretty good response. If you are still working on that, or if you are able to and have not submitted that inventory, to the Regional Coordinator that would be awesome.

JOINT BUSINESS: (Continued)

- a. Regional Strategic Plan – O&O / Users focused goals (Continued)

Priority #1: Secure funding for emergency communications equipment/technology (Continued)

Lahr explained the more information we have the better we have to speak to the needs of replacing aging subscribers, or subscribers that do not have the capabilities we need for some requirements that might be coming down the pipe. Also, a note that both MN House and Senate bills have been introduced requesting funding for gaining subscriber replacement.

Tait has messaged this need to the South Central, Southwest, and Southeast Regions. Southwest and Southeast have been in conversation with Greiner from Stevens County about sending letters of support from the region as a whole. Those efforts are in-process right now. There has also been some individuals that have reached out from their own jurisdiction asking who do I talk to and Tait has been directing them to Greiner. We have run into some struggles on the Senate-side. There has not been a lot of traction in gaining any support. Tait thinks that local advocacy effort especially with our senators is really important. There has not been a lot of discussion in the Senate at all. Tait would hate to see us lose this opportunity to get funding and more important with the tools in the hands of our emergency responders. Talk to anybody and everybody and funnel all that through Greiner so she can keep track of who is doing what. Myers with the Finance Committee has been very engaged in this at the SECB-level to make sure people are paying attention to this issue.

Myers replied from the Finance Committee standpoint on the SECB Committee we are bringing this to the board to look at support. There has been some discussion as to how much support the board can officially give, so that is the discussion we are hoping to have at the next SECB. Regionally, we have been sending out the letters and also from Finance Committee we sent out to all the regional representation a template letter and we have seen that come in. Stearns County Sheriff, Benton County just provided letters. Those letters of support are needed because everything we can do to get this moving. We are doing good on House side, but the Senate side as Tait mentioned needs some help so that is going to come by way of letters of support, so we are going to be asking the regional board to put in for a letter of support as well. Those are the things we are doing. This is our chance to get our voices out there, so we can look at getting funding.

Lahr stated if we are okay with using this as our talking point and guidance for our future meetings we will keep this updated and we will include this in our future meeting packets.

USER BUSINESS:

- a. Regional Training Roadmap – 2022 Planning

McIntyre reported one of our tasks today was to take a look at our training roadmap at the estimates that were provided and have some discussions related to any training we would like to see potentially this year and then a recommendation to be brought forward to the board to try and come up with funding to do that. The cost of the classes we have talked about potentially wanting to do and open up to the group for discussion.

Lahr noted at our last meeting, we were looking at a potential System Administrator course, Dispatch 2 which is a single day 8-hour course to reschedule that one, a radio programming workshop we would probably have to look at a syllabus. We would have to determine what exactly we are looking for in that radio programming workshop before we are able to get pricing. CASM we are going to hold off on that. We can potentially ask for funding for that later in the year once we know what we need.

USER BUSINESS: (Continued)

a. Regional Training Roadmap – 2022 Planning (Continued)

Lahr explained at least month's meeting, both a mental health caller course and caller management dealing with more challenging callers was brought up for discussion as well. Let us see what we should look at requesting at least for now from the Board for trainings to get those on the calendar this year.

Tait appreciates you guys putting this together. You guys are so far ahead of other regions when it comes to planning your training. Tait wants to encourage you not only to ask your Board for funding, but as long as there is some sort of a PSAP connection do not be afraid to ask ECN for funding. Tait knows you do not have grant funds available. As long as there is some statewide benefit to the training, never hurts to ask ECN to help support initiatives. You guys are way more organized than the other regions and ECN would be very receptive to hearing some of your ideas and potentially being able to fund these initiatives for you.

Larson is not familiar with if we had a programming workshop from On Target in the past. In the last year or so we discussed as a region putting on a programming workshop where all the programmers just come together and learn from each other. If we want On Target or some other vendor to do that, or if we want to put it together ourselves that is up for discussion. The other thing Larson would note is in chatting with some of his City departments the comment was they have interest in another ARMER Train the Trainer. McIntyre stated so ARMER Train the Trainer additional one would be another \$4,500. McIntyre would say as far as the workshop goes it looks like the last formal one we did was in 2019 and that was \$8,700. If we want to go down the road of something of us just getting together and working together that is definitely an option too.

Christenson with CentraCare stated with the ARMER Radio Train the Trainer is there any agency that really would like to get somebody into that class in April? Christenson may have an ability to give up a seat if we have a priority for a person we would like to get through. Lahr thinks there was just one person on the wait list currently. From our last meeting, Lahr does recall similarly as Larson mentioned that it is a desire from the group to hold an additional Radio Trainer later in the year. In the past it has always been the first part of December. This one in April is a carryover from December of 2020 that we are hosting in April. Lahr noted there are currently two people on the wait list.

Christenson added if we do look at a future training reach out to Christenson potentially for assistance in maybe hosting it somewhere through CentraCare and maybe helping some of the Healthcare Preparedness Coalition get some of this training as well if they are interested. Christenson would be interested in helping out with that if possible.

Schmidt with CentraCare stated in the past there had been some refresher courses for the trainers. People who had been trained. Is there any consideration to holding any of those in the future? Lahr replied in the past when we had funding available we would submit it for grant funding across the board. We would do both a new trainer session and a refresher session which is a one-day. Lahr would assume there would be some desire from the region to do the single day refresher training. McIntyre would give interest to that. Justin was always good about providing that at the conference and in Justin's absence, we have not had one and with no conferences we have not had a refresher in probably 2-3 years. McIntyre would always go to the one every year at the conference, so we were covered. Karlgaard stated Otter Tail County would be interested in that as well. We have actually hosted one or two in the past in Otter Tail City. We would potentially be interested in doing that again if needed.

USER BUSINESS: (Continued)

a. Regional Training Roadmap – 2022 Planning (Continued)

Lahr asked should we do a preliminary request? Maybe we can get some opinion from Myers. Do you think it would behoove us to do a request for our “standard” trainings we know that we have accurate price requests for regarding the ARMER Dispatch 2 (1-day), Refresher ARMER Radio Trainer (1-day) for \$2,300 and a 2-day initial Radio Trainer request for \$4,500 to the Board? Potentially we could request funding either from ECN or grant funding for that Dispatcher course.

Lahr asked what is our level of interest on that ARMER System Administrator? The last time we did a System Admin there was one in 2020. We have requested those generally every other year. Either an initial administrator or we have had an administrator refresher course in the past as well. Maybe there is more of a need for an initial System Admin?

Lahr knows that ECN has offered both programmer and potentially a System Admin course this year throughout the state. Is there any anticipation that would be a potential for this year as well? Tait replied we are waiting for the current round of SHSP funding to be awarded. And part of that will be training like we offered here just recently in your region. Until that happens, unfortunately, we cannot go back to On Target to get anything on the calendar or amend their contract to pay for it. Director Wahlberg has been in touch with Director Kelly over at HSEM to see if that money was coming anytime soon. So far, we have not heard much back. These are exactly the things ECN needs to hear that we have ‘x’ number of people in our region that need this training. Make sure that when the statewide grant funding becomes available that type of course is being offered.

McIntyre would say for feedback to Tait for ECN is that it seemed like they were low class numbers. One for the whole state and both the different classes that were put on seemed to have been filled up within two hours of the information going out. Tait did bring that to our leadership. Tait replied we had a waiting list of 40 people within two hours after we had filled the course. Tait made it very clear that we need to be offering 2-4 of these courses annually in order to meet the demand. Director Wahlberg was very receptive to that. Now it is just a matter of getting the money and getting that contract amended so we can provide these basic courses that we know everybody has a need for.

Lahr stated in regards to System Administrator, Lahr is wondering if we should not send out a request to the membership as far as what our need is in the region. Whether, or not, we should host this regionally or if we should try to partner with ECN to provide a host location, so it is convenient for our membership to attend. But, if we do not have enough to fill the course do we want to host it and fund it from our regional dollars, or do we want to try to partner or utilize additional funding through other means?

Myers thinks you should still move forward to ask. If the funding mechanism is not available, or we are not being able to get seats in a class, we have a fallback. Myers would say we make the ask of the board. Identify what is your priorities here and say we will seek funding, if not is there is a limit for how much of these we can put on with regional funds. That way you are going out looking for them, but you do not have to come back to the board, say give us a limit we can work with within. Then go out and see if there is funds outside the region with the exception of regional funds we can use to cover these costs. If not, then you have something, so you can at least get some training done.

USER BUSINESS: (Continued)

a. Regional Training Roadmap – 2022 Planning (Continued)

Lahr stated so we will go ahead and add these. How about the radio programming workshop. Are we looking to do more of an instructor-led course, or a workshop to share information more of a networking learn from each other situation?

Myers would say do both, and here is why. Have that workshop develop what you want to have the trainer come and focus on. So, you get together find out where your shortcomings are and say okay let us go out and tailor what you are asking that trainer that is going to come in and take you to the next level. Have the workshop develop what you want to ask of the trainer. Lahr asked would you suggest to add this to our initial request then? And if that is the case, what level of funding would you go with? For instance, APX programming workshop was \$8,700. Lahr believes that was a multi-day course, but then advanced programming features if that is all we need an instructor-led on that is only \$1,300. Myers replied and that is the question Myers would say that group would develop because they are going to tell what their needs are. Lahr noted so maybe do not put this in our initial request to the board. Myers would say put it in your request and then let the board say ok as you bring all these requests together Myers would say you put a contingency with everyone, saying here is what at minimum we are looking from the board. If we are going to seek funding to get these other ones, but if you do not ask for it, you are not going to get it. Myers would say put it in there, let the board sit down. What Myers thinks would make sense is here are our priorities. We know we may not be able to get all of these funded, but here is how we anticipate we can fund it through the various funding mechanisms. And let the board given the information they can make a decision, but you have to give them that information.

Lahr added and similar with CASM and then the more NG911 or the 911-focused courses with Mental Health Caller or Caller Management. And it does look like we have some basic information if we would go with this 911 Training Institute per person funding. Lahr is wondering if we should not have a request to have the NG911 group at their meeting ask the broader 911 PSAP audience what they want to have classes offered on. Or, should we just go with everything we have here on this list? Just go with everything here and then categorize it with what we know we have solid pricing for and where we might be able to ask for additional funding either from ECN or grant funding and then let the Board know that we are working on pricing for some of these as well and they can decide a max amount of regional dollars we have allotted to secure these courses?

McIntyre thinks that is a good idea. Stearns County (Burke) thinks it is a great idea. *Stearns County (Lahr) made a motion that the User Committee submit a request to the ESB to request funding for training. We will provide them with the pricing figures that we have currently and see what the board is able to provide the region for a training budget for 2022. Otter Tail County (Karlgaard) seconded.* Roll Call Vote: City of St. Cloud – Aye; Benton County – Aye; Grant – Aye; Meeker – Aye; Mille Lacs – Aye; Morrison – Aye; Otter Tail – Aye; Stearns – Aye; Stevens – Aye; Swift – Aye; Todd – Aye; Wilkin – Aye; Wright – Aye. *Motion carries.*

b. Upcoming Training:

- ARMER Radio Instructor Training – April 12-13 (waitlist)
See Regional Training Roadmap – 2022 Planning.

REPORTS:

RIC Report (Steve Tait)

The SECB LMR Committee and ECN are hosting an encryption summit May 4-5th in Brainerd. The invites went out to the members of the LMR Committee and a couple of other seats are available for a few more representatives from each region. If you are interested in participating please reach out to Marcus Bruning or Tait. ECN will be funding lodging and most of the meals. We will not be able to do dinner on night #1 that will be on your own. We will cover the hotel and then breakfast and lunch on both days though. Should be a great opportunity to get people together or start laying out the framework for what encryption needs to look like. We should walk out of there with a roadmap for where we need to go and the different things that will need to get accomplished over the next 10 years in order for us to fully implement encryption across the state.

Lahr is the LMR delegate for the region and Lahr does intend on going. Lahr did see that both Jason Karlgaard, the alternate for the region, and Larson and Myers were also included in that invite list. Maybe just amongst our group here if we can kind of just note whether, or not, you plan on attending and if there is anyone else in the region that has a desire to participate in that encryption summit. Karlgaard does plan on attending. Larson probably will, but he has not had a chance to check dates. Myers has it on his calendar, but we have a huge undertaking with moving our City Hall. McIntyre's representation, from the Ambulance Association, McIntyre would be planning on attending.

CMESB:

Emergency Services Board (ESB)

Myers reported the ESB will meet on the 30th of this month. If there are items like the training that will need to get on the agenda. We will take action there. We also have some stuff coming from the RAC by way of formalizing a resolution for signature on the grants as they go forward. For the contract we have with the board with the Regional Coordinator we are signature, but then it is the board chair. That has been a process, but we have put it in the form of a resolution, because it was asked. And also looking for support for the house and senate file getting official action from the board to move forward on those.

Regional Advisory Committee (RAC)

See Emergency Services Board.

Next Generation 911 Committee (NG911)

Did not meet this month. Booker reported our next meeting will be April 14th.

Emergency Management Advisory Committee (EMAC)

Did not meet since our last meeting. Johnson reported we do have a meeting April 27th the last day of the Interop conference.

Regional Logger Committee:

Larson reported we had a good conversation about our Logger capacity and Washington County's contribution to that Logger. We will be taking for board action at the end of the month an updated pricing structure for Washington County and possibility of transfer of ownership of some equipment from Washington County over to the Logger to aid with spare equipment in case of hardware failure or future expansion.

Grant Updates/Current Regional Requests

Myers reported on the SECB Grant we have the documents all signed. Wilkin County now has the funds to start their project for the console replacement.

REPORTS: (Continued)

CMESB: (Continued)

Grant Updates/Current Regional Requests (Continued)

Myers reported the Grants Workgroup on the state side we are working on formalizing a request for regional query service and something sustainable out of the money that gets appropriated to the SECB we are looking for more. We will present to the Finance Committee for their next meeting.

REPORTS:

SECB:

Land Mobile Radio Committee

Did not meet this month.

Interoperability Committee

Met this week on Tuesday. Lahr explained several COMU positions were approved for state recognition. Pertaining to the Central Region Ace Bonnema renewal for his COML. Interop did have some discussions surrounding their committee-focused SCIP plan goals as well.

- **Workgroup Reports (COMU – STR – EMS/Hosp)**
Larson reported the COMU workgroup has not met since the last report. Chair Pike and Larson were able to meet with SWIC Clark and John Dooley to discuss future credentialing for COMU personnel in the state and training exercise opportunities moving forward. Larson reported no new update since the last report for STR. McIntyre reported thanks to Bruning and Tait we continue to get regional representation. Waiting on some infrastructure stuff. There was some discussion out of a meeting yesterday from Next Gen 911 related to secondary PSAPs. We hope to be meeting in April.

Wireless Broadband and Applications Committee

Met on Tuesday. Larson reported we discussed our SCIP goals. We have good movement forward on one of them relating to the revision of the MNFOG and adding a Wireless Broadband chapter to it. We are starting up our workgroup meetings. The next one will be March 25th. The intent of that workgroup meeting is we are going to have the FirstNet Authority and if available AT&T to present their capabilities for disaster recovery communication requests and how communication requests would happen for the workgroup to compile information for that MNFOG chapter. We have also invited and asked the COMU workgroup to participate in this workgroup meeting since they are the heaviest users of the MNFOG as well. There will be future workgroup meetings with the other major carriers as well.

Steering Committee

Did meet this month. Lahr reported there was an update on progress of the statewide and regional governance language in the MN 403 statute. We did have a lengthy discussion regarding filling vacancies on the Steering Committee. There seemed to be a discussion surrounding not only the vacancies on the Steering Committee, but we do realize there are vacancies on just about all of the SECB committees. From the Steering Committee discussion, there seemed to be a desire from the group to have a request from the SECB to communicate with either the associations or the agencies that have such vacancies and have a single point of contact or a single request coming from the Board level to inquire whether, or not, these agencies or associations have a desire to fill those vacancies and maybe some education or some socialization of what the importance of each of the committees. We did an overview of the Steering-focused goals for the SCIP and standard reports from ECN and a discussion around communication with the NG911 group in regard to GIS. And if there is any assistance that the Steering Committee can provide or direction regarding the governance process in the GIS-related work as it pertains to the NG911.

NEXT MEETING:

The next O&O/Users meeting will be April 21, 2022 at 10:00 AM via Microsoft Teams.

ADJORNMENT:

Chair McIntyre made the executive motion to adjourn the meeting and the motion was carried unanimously at 11:31 a.m.

Minutes recorded by Shari Gieseke.