

**SE MN Radio Advisory Committee (RAC)**  
**Meeting Minutes**  
**September 18, 2014 @ 1:00 pm**  
**Work Release Center**  
**Rochester, MN**

Meeting called to order by RAC Chair Scott Yeiter at 1305 hours

In attendance:

Tim Heroff – City of Rochester  
Daryl Jensen – Fillmore County  
Rodney Bartsh– Wabasha County  
Mike Peterson – Winona Couty  
Dave Pike – Mower County  
Randy Donahue – DECN  
Scott McNurlin – Goodhue County  
Lyle Lorensen – Goodhue County  
Scott Yeiter – Houston County

Judy Indrelie – Olmsted County  
Rick Freshwater – Olmsted County  
Tim Boyer – Rice/Steele County  
Nate Timm – Goodhue County  
Chad Forystek – Steele County  
Gene Mrozek – Whitewater Wireless  
Heath Dienger - MSP  
Chris Jacobson - MSP  
Shari Schmitz - Motorola

**Election of Chair and Vice Chair:**

- **Motion by Sheriff R. Bartsh, Second D. Pike** to elect Scott Yeiter for another term as the RAC Chair. **Motion carried.**
- **Motion by Sheriff R. Bartsh, Second Sheriff D. Jensen** to elect Dave Pike as the RAC Vice Chair. **Motion carried.**

**Approval of Agenda:** With the following additions: f) meeting frequency; g) Inter-Op conference representatives to the conference Advisory group; h) Updated list of RAC members and alternates.

- **Motion by Sheriff D. Jensen, Second Sheriff R. Bartsh** to approve agenda with addition. **Motion carried.**

**Approval of Meeting Minutes – July 17, 2014:**

- **Motion by M. Peterson, Second T. Boyer** to approve 7/17/2014 minutes. **Motion carried.**

**Open Issues:**

- a) Any problems or updates from anyone that is LIVE on the system – There have been some mobile radios having power issues they keep powering on and off, seems to be the power amp. Radios are still under warranty and being sent in one by one to be fixed. **Note:** XTL and XTS radios will no longer be produced after November of 2014.

- b) Rice County Progress Update – The Morristown issues should be resolved. BDA installed with good coverage.
- c) Fillmore County Progress Report – Sheriff Jensen – Fillmore County is LIVE on the system. Fire not on ARMER yet – grant dollars ran out. EMS in training. Things are going well, impressive.
- d) Steele County Progress Report – Chad Forystek - LIVE on system. Working on State updates that need to be done. Have had a lot of bonks and busies - record high - on the system during rain incidents and blizzard last year. The State made it a 10 channel simulcast for Hayfield. Hopeful that will alleviate the issue.
- e) Mower County – Dave Pike – Financing has been secured to add the new tower site to the City of Austin - should be online early 2015. Law Enforcement is on except Austin P.D. which will wait until the tower site is online. 2 of 9 fire departments are 100% ARMER.
- f) Interoperability Update – Randy Donahue – Strategic Planning Meeting at the State went well. Discussions on ARMER and FirstNet. The State is requesting that each region form a NextGen 911 sub-committee. Looking for actual call takers/dispatchers to discuss communication issues and NextGen 911 issues. Randy will be contacting the Sheriffs' to discuss who they want to nominate for this sub-committee. Reminder of the Inter-Op conference coming up on April 27, 2015.
- g) Operations and Technical Committee Update – Rick Freshwater – There's a new State standard (3.17.0) that requires all COML's & COMT's to recertify with the State every three years. Discussion on STAC usage for local exercises, when there's a better option to keep channels open. If conducting an exercise please have a COML involved that understands the use of STAC channels and other talk groups.
- h) Grant Update/Finance Update – Judy Indrelie – No money has been spent since last meeting.
  - a. *2013 SLIGP* – Ends in 2015. Two tiered funding. Some funding to support attendance to the inter-op conference.
  - b. *2013 SHSP Grant* – Ends December 15, 2014. Using most of the monies to fund the 3ECHO trainings. The next training is October 17 & 18, 2014 in Faribault.
- i) State Update – Tim Lee – No Report.
- j) HSEM Update – Kevin Torgerson, Chair - No Report.
- k) Radio Users Group Update – Rick Freshwater – Next meeting in November. Nate Timm asked if there are any monies available to help cover the attendance for COML's to attend the communication exercise at Camp Ripley.  
**Motion by Sheriff R. Bartsh, Second T. Heroff** to approve the expenses to cover the communication exercise for COML's pending the approval by the Board and availability of grant dollars. **Motion Carried.**
- l) Voice Logging – Sheriff Mueller - No Report.

#### **New Business:**

- a) COML Train-the-Trainer interest – An email was sent out by Cathy Anderson. Anyone interested please contact Cathy Anderson directly.

- b) Hennepin County request for SE pool to be added to their radios –
- c) Moorhead Fire request for SE Pool to be added to their radios –
- d) Minnesota Mobile Medical Team Central request for SE pool to be added to their radios –

**Motion by Sheriff D. Pike, Second M. Peterson** to approval all three above requests to add the SE pool to their radios. **Motion Carried.**

**Motion by M. Peterson, Second Sheriff D. Jensen** to allow open access to any public safety radio to include any Law Enforcement, EMS and Fire; beyond that they are open to approve requests from NGO's which will then go to the RAC where the RAC Chair has the authority to either approve or deny the request. **Motion Carried.**

**Note:** Add to RECB agenda to recommend opening up to any public safety entity and allow them to program all the SE interoperability talk groups in their radios.

- e) LOCUS Radio Analyzer – Is there an opportunity to apply for grant monies to help pay for the \$50,000 piece of equipment?

**Motion by Sheriff D Jensen, Second T. Heroff** to first pursue grant money to cover purchase cost. If no grant dollars are available, bring back to the group to see who would be interested in buying one. **Motion Carried.**

- f) Meeting Frequency – Discussion on moving to quarterly meetings. Add to RECB agenda and revisit at the November RAC meeting.

**Motion by Sheriff D. Jensen, Second R. Bartsh** to have Chad Forystek as the primary and Nate Timm the alternate for the CAG. **Motion Carried.**

- g) Updated List of Members – Judy Indrelie will send out current list to voting members, please update list as needed.

**Motion by S. McNurlin, Second D. Jensen** to approve one primary and two alternates. **Motion Carried.**

- h) FirstNet Subcommittee - Randy Donahue – NextGen 911 needs each entity of the RAC to nominate two call takers/dispatchers, one primary and one alternate, to attend and participate in meetings. Moved to the Users and Operators Group.

**NOTE:** The following have NOT submitted CAD data: Wabasha, Winona, Houston, Fillmore, Dodge, Mower, Rice, Steele, Waseca and Freeborn. Olmsted has submitted partial data. Please submit CAD data as soon as possible. Randy will send a spreadsheet of what they consider higher priorities.

**Motion to adjourn Sheriff D. Jensen, Second M. Peterson at 1455 hrs.**

**Next scheduled RECB meeting is October 13, 2014 at 1230 hrs at RPU**

**Next scheduled RAC meeting is November 20, 2014 at 1300 hrs at RPU**

Minutes respectfully submitted by Michelle Ridd