

SOUTH CENTRAL MINNESOTA EMERGENCY COMMUNICATIONS BOARD
MEETING MINUTES
JULY 27, 2017

The South Central Minnesota Emergency Communications Board was called to order by Chair Kip Bruender.

ROLL CALL

Members present:

Blue Earth County	Le Sueur County	McLeod County	Sibley County
Faribault County	Martin County	Nicollet County	Waseca County

Members Absent:

Brown County	City of Mankato
City of Hutchinson	Watsonwan County

MINUTES

Nicollet County moved and Sibley County seconded a motion to approve the March 23, 2017 meeting minutes. The motion carried.

OLD BUSINESS

Members reviewed the July 2017 grant and financial summaries.

NEW BUSINESS

Regional Website MOU:

Memorandum of Understanding with respect to regional website via the Central Region was presented. Annual cost is participant dependent, currently estimated to be \$600.00 annually. Nicollet County moved and Martin County seconded a motion to enter into the MOU. The motion carried.

Regional Planner:

Discussion with respect to regional planning services, i.e. determination of amount of need and level of commitment required. Discussed need for strategic planning, including need for funding research with respect to future needs. Matter returned to RAC for review and preparation of an RFP.

Regional Communications Vehicle:

The regional communications vehicle is ready to be transferred to the South Central Region. Nicollet County moved and Waseca County seconded a motion to transfer the vehicle title to the South Central Region. The motion carried.

Meeting Schedule:

Discussion held relative to meeting schedules of both the RAC and ECB. RAC is exploring quarterly meetings or, alternatively, bi-monthly meetings in coordination with the ECB.

TRT and DTF Talk Groups:

The TRT and DTF talk groups are currently on the Nicollet County site access profile. As they are currently set up as a county resource, they work on a smaller subset of towers. The TRT and DTF are requesting that the talk groups be allowed to use the South Central Region site access profile. They would then be able to use their dedicated talk groups on any site in the region, as well as the first ring of sites outside of the region. Le Sueur County moved and Waseca County seconded a motion to approve the TRT and DTF talk groups use of the South Central Region site access profile. The motion carried.

COMMEX Trainer Course:

Keith Ruffing and Andy Buckmeier are requesting grant reimbursement of lodging and travel costs with respect to the COMMEX Trainer course being held October 11 and 12, 2017 in Anoka County. Nicollet County moved and Sibley County seconded a motion to authorize grant reimbursement of the lodging and travel costs associated with the COMMEX Trainer course. The motion carried.

Best Practice Guide for Training 911 Public Safety Telecommunicators:

Pat Wallace provided the Board with the Best Practice Guide for Training 911 Public Safety Telecommunicators. The purpose of the document is to recommend best practices for training individuals that will serve as a public safety emergency communications professional. This document has been approved by all of our region's committees, as well as the RAC. Martin County moved and Faribault County seconded a motion to approve the Best Practice Guide for Training 911 Public Safety Telecommunicators. The motion carried.

ECN Presentation:

Dan Craigie with ECN would like an opportunity to present at a joint RAC and ECB meeting with respect to current State initiatives, 911 questions our region may have, funding avenues, etc. Potential dates and a venue for the presentation will be obtained. More information to follow.

STANDING COMMITTEE REPORTS

Owners & Operators Committee / Users Committee:

Waseca County has volunteered to take the text to 911 calls in our region. August 21 is tentative date for ECN to test their site. State is hopeful that we will have seven PSAPs taking the calls for the seven regions. The committees continue to meet jointly on a quarterly basis.

Training Committee:

In need of a Vice Chair to assist the Chair.

RIC Update:

State is no longer under contract with a RIC for the South Central Region.

OTHER BUSINESS

Regional Logger Maintenance:

A one-year service contract and invoice for annual maintenance of the regional logger has been received from Northland. Nicollet County moved and Waseca County seconded a motion to authorize the Chair to sign the one-year service contract and authorize payment of the annual maintenance fee. The motion carried.

NEXT MEETING DATE

The next meeting of the ECB will be on September 21, 2017 at 3:00 p.m. The meeting will be held at the Blue Earth County Justice Center.

ADJOURNMENT

Sibley County moved and Martin County seconded a motion to adjourn the meeting. The motion carried.