



# METROPOLITAN EMERGENCY SERVICES BOARD EXECUTIVE COMMITTEE MEETING AGENDA

August 13, 2025, 10:00 a.m.

Hybrid Meeting Option:

[Webex Meeting](#)

Phone Number: (

Meeting Number: 2554 343 9401

Password: amMJkttu492 (26655888 when dialing from a phone or video system)

1. **Call to Order** – Commissioner John P. Fahey, 2025 Board Chair
2. **Approval of Agenda** – Commissioner Fahey
3. **Approval of June 11, 2025 Executive Committee Minutes (page 3)**
4. **Radio Items** – Tracey Fredrick, Radio Services Coordinator – None
5. **9-1-1 Items** – Jill Rohret, Executive Director – None
6. **EMS Items** – Greg Hayes, EMS Coordinator – None
7. **Administrative Items** – Jill Rohret, Executive Director – None
8. **Old Business**
  - A. Update on School Mapping Grant – Rohret
9. **New Business**
  - A. Interviews of Respondents to Lobbying Services RFP – Rohret/Fahey (**page 7**)
10. **Adjourn**



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## *Metropolitan Emergency Services Board Members*

### Anoka County

Commissioner Mike Gamache\*  
Commissioner Mandy Meisner

### Carver County

Commissioner John P. Fahey\* (2025 Chair)

### Chisago County

Commissioner Rick Greene\*

### City of Minneapolis

Council Member Elliott Payne\* (2025 Vice Chair)

### Dakota County

Commissioner Joe Atkins\*  
Commissioner Bill Droste

### Hennepin County

Commissioner Kevin Anderson  
Commissioner Irene Fernando\*

### Isanti County

Commissioner Todd Christensen\*

### Ramsey County

Commissioner Garrison McMurtrey  
Commissioner Kelly Miller\* (2025 Treasurer)

### Scott County

Commissioner Dave Beer  
Commissioner Tom Wolf\* (2025 Secretary)

### Sherburne County

Commissioner Gregg Felber\*

### Washington County

Commissioner Michelle Clasen  
Commissioner Fran Miron\*

\*Denotes Executive Committee member

# METROPOLITAN EMERGENCY SERVICES BOARD

## BOARD MEETING MINUTES

June 11, 2025

### Commissioners Present:

Joe Atkins, Dakota County (Late Arrival)  
Todd Christensen, Isanti County  
Bill Droste, Dakota County (Alternate)  
John P. Fahey, Carver County  
Gregg Felber, Sherburne County  
Irene Fernando, Hennepin County

Mike Gamache, Anoka County  
Richard Greene, Chisago County  
Kelly Miller, Ramsey County  
Fran Miron, Washington County  
Elliott Payne, City of Minneapolis - **absent**  
Tom Wolf, Scott County

**Staff Present:** Greg Hayes; Kelli Jackson; Jacob Kallenbach; and Jill Rohret.

**Others Present:** Jim Farrell, *Board Counsel*; Brittany McCormick, *Board Counsel*; and Margaret Vesel, *Larkin Hoffman*.

### 1. Call to Order

The meeting was called to order at 10:02 a.m. by the 2025 MESB Chair, Commissioner John P. Fahey.

### 2. Approval of Agenda

Jill Rohret said an item titled '8B: Legislative Update' should be added to the agenda as Margaret Vesel of Larkin Hoffman will be attending the meeting.

*Motion made by Commissioner Tom Wolf, seconded by Commissioner Bill Droste to approve the June 2025 Executive Committee agenda with the mentioned addition. Motion carried.*

### 3. Approval of June 12, 2024 Executive Committee Minutes

*Motion made by Commissioner Wolf, seconded by Commissioner Richard Greene to approve the June 12, 2024 Executive Committee meeting minutes. Motion carried.*

### 4. Radio Items

#### A. Approval of Amendment 1 to Lease with Great River Energy

Rohret said MESB staff recommend the Executive Committee recommend approval of Amendment 1 to the Great River Energy lease for the Jordan ARMER site to continue through March 31, 2030. The Metropolitan Radio Board entered into the lease agreement with Great River Energy for an ARMER tower site in Jordan in March 2000 with a 25-year lease term. The original lease rent was \$12,000 per year, with an annual escalator clause of four percent. The proposed amendment to the Great River Energy lease is for an additional five years with yearly rent increases of four percent. The current rent is \$35,798.41. MESB, MnDOT, and local ARMER administrators do not believe it to be cost effective to find an alternative site in Jordan for the lease and will continue use of the site into the future.

*Motion made by Commissioner Droste, seconded by Commissioner Irene Fernando to approve the Great River Energy lease amendment. Commissioner Wolf abstained. Motion carried.*

#### B. Approval of Amendments to Scott County's ARMER Participation Plan

Rohret said the Radio TOC recommends the Executive Committee recommend approval of the amendments to Scott County's ARMER participation plan. The amendment request adds a 16-channel simulcast subsite at Shakopee Public Utilities and will connect to the Norwood Young America prime site. Once all approvals are received, the County will apply for the appropriate licensing. Scott County expects the site to be operational by the fourth quarter of 2025.

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*Motion made by Commissioner Wolf, seconded by Commissioner Kelly Miller to approve the amendments to Scott County's ARMER Participation Plan. Motion carried.*

## **5. 9-1-1 Items – None**

## **6. EMS Items – None**

## **7. Administrative Items**

### **A. Approval of MESB 2026 Operating Budget**

Rohret said she recommends the Executive Committee recommend approval of the 2026 MESB Operational Budget. The MESB Joint Powers Agreement states that the Board must annually approve a budget and maximum assessments by August 1<sup>st</sup> of each year. The Board grants preliminary budget approval annually in July, with the final budget approval occurring in November, if any portion of the budget can be reduced. The July approval provides the maximum assessment amount for the following year. The 2026 operational budget contains increases due to changing resource needs, primarily related to 9-1-1, and general cost increases which are occurring in the economy today.

Commissioner Fernando asked for an update on the Motorola SUA.

Rohret said discussions between Motorola, MnDOT, and interested parties continue. MnDOT does not have full funding for a 2026-2030 agreement.

Commissioner Todd Christensen asked where to find the County assessment numbers.

Rohret said the County assessment numbers are on page 22 of the June 2025 Executive packet. Each county has its own maximum assessment number within the packet.

*Motion made by Commissioner Fran Miron, seconded by Commissioner Wolf, to approve the 2026 MESB Operational Budget. Motion carried.*

### **B. Approval of MESB 2026-2030 Capital Budget**

Rohret said she recommends the Executive Committee recommend approval of the 2026-2030 MESB Capital Budget. The capital budget does not affect assessment levels, as capital projects are funded by the Hennepin County Investment Fund. As the document is more of a planning document for the investment fund, Rohret asked for feedback from the Executive Committee on recommendations for a name change.

Chair Fahey suggested Investment fund/Planning document as a new name that more accurately describes and represents what the document aims to address.

Commissioner Fernando said that she is interested in adding timelines to the important items within the document. Studies are helpful but if they can't be implemented then they won't be impactful.

Commissioner Miron suggested Capital Needs Forecast as the new document title.

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*Motion made by Commissioner Miron, seconded by Chair Fahey to change the future document title to Capital Needs Forecast. Motion carried.*

*Motion made by Commissioner Christensen, seconded by Commissioner Miron to approve the MESB 2026-2030 Capital Needs Forecast. Motion carried.*

## **C. Approval of Amendments to MESB Policies:**

### **i. 009 – Acceptable Use of MESB Technology**

### **ii. 035 – Data Inventory**

Rohret said she recommends the Executive Committee recommend approval of amendments to MESB policies 009 – Acceptable use of MESB Technology and 035 – Not Public Data – Data Inventory. The amendments to MESB policy 009 – Acceptable Use of MESB Technology, require the use of firewalls by staff working from home using networks which may also have devices connected to the Internet of Things. Firewalls provide additional protection to MESB devices which will later connect to the MESB network from anything which may be transported across a home network. The amendments to MESB policy 035 – Not Public Data – Data Inventory, are made to include data related to the school mapping project.

*Motion made by Commissioner Droste, seconded by Commissioner Mike Gamache to approve the amendments to MESB Policies 009 – Acceptable Use of MESB Technology and 035 – Data Inventory. Motion carried.*

## **8. Old Business**

### **A. Update on School Mapping Grant**

Rohret said work on the school mapping grant continues. She expects to receive award notices on June 20, 2025. The RFP for acquiring school mapping services is already in production and will be posted from June 30, 2025 – July 25, 2025, dependent on when the award notice is received. The RFP responses will be evaluated in August and a recommendation for services will be brought to the MESB board in September 2025. School mapping services will start shortly after approval.

### **B. Legislative Update**

Margaret Vesel of Larkin Hoffman gave an update on the Minnesota legislative session.

## **9. New Business**

### **A. Introduction of Jim Farrell, New MESB Counsel**

Rohret introduced Jim Farrell as the new Counsel to the MESB as Brittany McCormick will be leaving the position. Rohret and the Board thanked Brittany McCormick for all of her hard work and awarded her with a plaque.

### **B. Open Meeting Law Changes**

Rohret said there have been changes to the Minnesota Open Meeting Law. Effective August 1, 2025, the Open Meeting Law allows hybrid meetings. If attending online, the camera must be on while speaking, Robert's Rules of Order must be followed, and all voting will be done in the form of a roll call vote. Board and committee members would no longer need to be in a publicly accessible location.

Commissioner Miron said that staff should draft a policy to govern how hybrid meetings will occur. The Committee concurred.

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Rohret asks if the new meeting model should begin on August 1, 2025 with the implementation date, or if they would like to start on January 1, 2026 to allow for more time on crafting policy and procedures.

The Executive Committee members said they would prefer the start date of August 1, 2025.

## **10. Adjourn**

*Motion made by Commissioner Wolf, seconded by Commissioner Christensen to adjourn the June 2025 MESB Executive Committee meeting. Motion carried.*

The meeting adjourned at 11:33 a.m.



## **METROPOLITAN EMERGENCY SERVICES BOARD**

**Meeting Date:** August 13, 2025  
**Agenda Item:** 9A. Interviews of Respondents to Lobbying Services RFP  
**Presenter:** Rohret/Fahey

### **RECOMMENDATION**

Staff recommend the Executive Committee make a recommendation to the Board to award the lobbying services RFP to one of the two remaining respondents.

### **BACKGROUND**

MESB Policy 27 – Contracted Professional Services requires the MESB to issue an RFP every five years for contracted professional services. The last RFP for lobbying services was issued in 2020.

### **ISSUES & CONCERNS**

The MESB received three responses to the lobbying services RFP. When asking the three respondents to attend the August 13 Executive Committee meeting, one of the respondents withdrew from consideration. The remaining two respondents will be present at the August 13 Executive Committee meeting for interviews.

MESB staff did an initial evaluation of the responses.

### **FINANCIAL IMPACT**

Costs for lobbying services were included in the 2026 MESB operational budget.

MOTION BY:  
SECONDED BY:  
MOTION:

PASS/FAIL