



METROPOLITAN EMERGENCY SERVICES BOARD BOARD MEETING AGENDA

November 13, 2024, 10:00 a.m.

1. **Call to Order** – Commissioner Mai Chong Xiong, 2024 Board Chair
2. **Approval of Agenda** – Commissioner Xiong
3. **Consent Agenda** – Rohret (**page 3**)
 - A. Approval: September 11, 2024 Meeting Minutes
 - B. Approval: July 2024 Treasurer’s Report
 - C. Approval: August 2024 Treasurer’s Report
 - D. Approval: September 2024 Treasurer’s Report
 - E. Approval: Bloomington Fire Department Request for Waiver to State Standard IOP-11
 - F. Correspondence
4. **Radio Items** – Tracey Fredrick, Radio Services Coordinator
 - A. Approval of Amendments to City of Minneapolis ARMER Participation Plan (**page 23**)
 - B. Approval of 2025 Regional Funding Priorities (**page 25**)
5. **9-1-1 Items** – Jake Jacobson, 9-1-1 Manager
 - A. Approval of 2025-2027 MESB Strategic Plan (**page 27**)
 - B. Approval of Amendment 12 to Lumen/MESB/State of Minnesota 9-1-1 Contract (**page 45**)
6. **EMS Items** – Greg Hayes, EMS Coordinator – None
7. **Administrative Items** – Jill Rohret, Executive Director
 - A. Approval of 2025 MESB Legislative Platform (**page 53**)
 - B. Approval of Amendments to MESB Policy 031 – OPEB (**page 57**)
 - C. Approval of 2025-2026 Lease with MMCD (**page 61**)
 - D. Approval to Execute Contract for HGAC Membership (**page 69**)
 - E. Approval of Executive Director Travel Request – NENA Standards & Best Practices Conference (**page 73**)
 - F. Approval of Date Change for January 2025 MESB Meeting (**page 75**)
8. **Reports**
 - A. Legislative Report – Margaret Vesel/Matthew Bergeron
 - B. Statewide Emergency Communications Board (SECB) Reports:
 - 1) Finance – Rohret/Fredrick
 - 2) Legislative – Rohret/Anderson
 - 3) Steering – Fredrick/Rohret
 - 4) Other SECB Committees – Fredrick/Jacobson
 - 5) Board – Commissioner Hamann-Roland/Rohret
 - C. DPS-ECN Update – Kent Wilkening, ECN
9. **Old Business** – None
10. **New Business – CLOSED MEETING for Performance Evaluation**
 - A. 2024 Executive Director Performance Review – Commissioner Xiong
11. **Adjourn**



METROPOLITAN EMERGENCY SERVICES BOARD BOARD MEETING AGENDA

November 13, 2024, 10:00 a.m.

Metropolitan Emergency Services Board Members

Anoka County

Commissioner Mike Gamache*
Commissioner Mandy Meisner

Carver County

Commissioner Gayle Degler* (2024 Vice Chair)
Commissioner John Fahey

Chisago County

Commissioner Rick Greene*

City of Minneapolis

Council Member Elliott Payne* (2024 Secretary)

Dakota County

Commissioner Joe Atkins*
Commissioner Bill Droste

Hennepin County

Commissioner Kevin Anderson
Commissioner Irene Fernando*

Isanti County

Commissioner Mike Warring*

Ramsey County

Commissioner Mai Chong Xiong* (2024 Chair)
Vacant

Scott County

Commissioner Dave Beer
Commissioner Tom Wolf* (2024 Treasurer)

Sherburne County

Commissioner Gregg Felber*

Washington County

Commissioner Gary Kriesel
Commissioner Fran Miron*

*Denotes Executive Committee member



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date:
Agenda Item:
Presenter:

November 13, 2024
3. Consent Agenda
Rohret

- A. **Minutes** – The minutes of the September 11, 2024 meeting of the Board are attached for review and approval.
- B. **July 2024 Treasurer’s Report** – The Treasurer has reviewed the July 2024 financial statements and has given his approval of the report.
- C. **August 2025 Treasurer’s Report** – The Treasurer has reviewed the August 2024 financial statements and has given his approval of the report.
- D. **September 2025 Treasurer’s Report** – The Treasurer has reviewed the September 2024 financial statements and has given his approval of the report.
- E. **Approval of Bloomington Fire Department Request for Waiver to State Standard IOP-11**
- F. **Correspondence** – Correspondence includes a letter to the EMSRB in support of Northfield EMS’ license change; a letter from Jill Rohret indicating her interest in being the 2025 SECB Legislative Chair; and a letter from Jill Rohret in support of Elizabeth Clausen’s application for GISP certification.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL

METROPOLITAN EMERGENCY SERVICES BOARD

BOARD MEETING MINUTES

September 11, 2024

Commissioners Present:

Kevin Anderson, Hennepin County - **absent**
Joe Atkins, Dakota County - **absent**
Dave Beer, Scott County
Gayle Degler, Carver County - **absent**
Bill Droste, Dakota County
Gregg Felber, Sherburne County
Irene Fernando, Hennepin County
Mike Gamache, Anoka County

Richard Greene, Chisago County
Gary Kriesel, Washington County
Mandy Meisner, Anoka County - **absent**
Fran Miron, Washington County
Elliott Payne, City of Minneapolis
Mike Warring, Isanti County
Tom Wolf, Scott County
Mai Chong Xiong, Ramsey County

Staff Present: Tracey Fredrick; Greg Hayes; Jake Jacobson; Jacob Kallenbach; and Jill Rohret.

Others Present: Brittany McCormick, *Board Counsel*; John Cunningham, *Minnesota Department of Public Safety*; and Kent Wilkening, *ECN*.

1. Call to Order

The meeting was called to order at 10:02 a.m. by the 2024 MESB Chair, Commissioner Mai Chong Xiong.

2. Approval of Agenda

Motion made by Commissioner Tom Wolf, seconded by Commissioner Bill Droste to approve the September 2024 MESB Board meeting agenda. Motion carried.

3. Consent Agenda

Motion made by Commissioner Wolf, seconded by Commissioner Droste to approve the September 2024 MESB Board consent agenda. Motion carried.

4. ECN/SECB Update/Discussion with Assistant DPS Commissioner, John Cunningham

Assistant DPS Commissioner John Cunningham introduced himself to the Board and provided updates regarding the Department of Public Safety.

Commissioner Irene Fernando asked about the timeline for the new director hiring.

AC Cunningham responded that the director position could be filled in the late fall or early 2025.

Commissioner Droste asked if there are any major legislative items being prepared for the 2025 session that are public safety related.

AC Cunningham responded that there are a few pieces being vetted, although not major or significant. More information on legislation will be developed in the coming months.

5. Radio Items

A. Approval of Rice County Sheriff's Office Request for a Waiver to Metro Standard 3.15.0 – Metro LESECs

Tracey Fredrick said the Rice County Sheriff's office requests a waiver to Metro Standard 3.15.0. This waiver is similar to those seen in the past, and as more entities are making the transition to encryption-capable devices, the need for encrypted talkgroups continues to grow.

METROPOLITAN EMERGENCY SERVICES BOARD

Rice County borders Dakota and Scott Counties and participates with both the Dakota County and South Metro SWAT teams. If approved, only Rice County law enforcement partners will have access to the talkgroups. Rice County has been previously approved for access to ME TAC talkgroups.

Motion made by Commissioner Gregg Felber, seconded by Commissioner Wolf to approve the Rice County Sheriff's Office waiver request to Metro Standard 3.15.0. Motion carried.

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

Fredrick stated that Hennepin County requests approval of amendments to its ARMER participation plan. Hennepin County plans to add outdoor warning sirens transmitting over its ARMER talkgroups. The County has 293 outdoor warning sirens and will use 300 of its current talkgroup allocation to accommodate the sirens. The outdoor warning siren transmissions will be locked to Hennepin County sites and will only be activated during severe weather situations. There are no additional loading or traffic concerns. Hennepin County plans to release a request for proposals (RFP) to select a vendor to do this work.

Motion made by Commissioner Fernando, seconded by Commissioner Droste to approve the amendments to Hennepin County's ARMER participation plan. Motion carried.

C. Discussion: Update on Initial Motorola Proposal for 2026-2030 System Upgrade Agreement (SUA)

Fredrick stated that the Motorola agreement expires December 31, 2025. ARMER stakeholders have many concerns moving forward on the current SUA proposal primarily due to a large price increase. Motorola is phasing out its MCC 7500 consoles and its current base station model, which will result in major investments by stakeholders outside of the SUA. Replacement of all the base stations will in essence result in a new system. Metro system managers that if the system is going to be replaced, it would be beneficial to go out for RFP to engage with other offers.

Council Member Elliott Payne asked if we are intentionally paying a price premium up front.

Fredrick responded by stating that there is an upfront payment premium as it is supposed to help avoid major payments farther down the line. There are concerns that the premium payments are not being met with sufficient services. Fredrick and others are unsure of what the new contract offers in regard to the hefty price tag.

Commissioner Fernando stated that the price and numbers that Motorola have provided are unrealistic and that most counties will have no way to budget these expenses. She asked who is negotiating the contract with Motorola.

Fredrick responded that MnDOT owns the contract with Motorola and continues to engage in discussions. More people are continuing to speak up and show their concerns for the upcoming agreement and the inability to cover the costs.

6. 9-1-1 Items

A. Approval of Amendment 11 to Lumen/MESB/State of Minnesota 9-1-1 Contract

Jake Jacobson stated that staff recommend approval of Amendment 11 to the Lumen/MESB/State of Minnesota 9-1-1 contract. The original T-730 contract document was a

METROPOLITAN EMERGENCY SERVICES BOARD

two-year contract expiring November 30, 2018, with three one-year extension options which were executed in the past. This contract has been amended to extend the contract through November 30, 2024, due to the delay in the release of the Next Generations 9-1-1 (NG9-1-1) Core Services RFP. The purpose of this Amendment is to accommodate changes required for text-to-9-1-1 services. MESB Counsel has reviewed the amendment and has no concerns with the language of the agreement.

Motion made by Commissioner Fernando, seconded by Council Member Payne to approve Amendment 11 to the Lumen/MESB/State of Minnesota 9-1-1 contract. Motion carried.

B. Discussion: Update on CAD-to-CAD Interoperability/Operational Resiliency

Jacobson said the State of Minnesota has awarded the RFP for a Mapped Automatic Location Information (ALI) Service to RapidSOS and RapidDeploy. These companies are known for their caller location mapping and additional features like multilingual text translation. ECN stated that the options under the awarded contracts would be available under the Minnesota Cooperative Purchasing Venture, of which the MESB is a participant. The 9-1-1 TOC continues to discuss both companies and the operation options associated with them. Members of the 9-1-1 TOC believe that metro PSAPs should attempt to pick the same solution/company as it will help improve overall interoperability and data sharing efforts.

7. EMS Items

A. Approval of Letter of Support for Amendments to Northfield EMS License

Greg Hayes stated that staff recommend approval of a letter of support for amendments to the Northfield EMS license. Northfield EMS seeks to amend its license to change it from a full-time Advanced Life Support (ALS) service to a part-time ALS service, due to difficulty in finding Paramedics to serve on its staff. If approved, the license amendment will allow Northfield EMS flexibility to utilize Emergency Medical Technicians (EMTs) in their deployment of services. Northfield EMS is an active EMS provider in the Metro Region and actively participates in the EMS TOC and its subcommittees.

Motion made by Commissioner Fran Miron, seconded by Commissioner Wolf to approve the Letter of Support for Amendment to the Northfield EMS License. Motion carried.

8. Administrative Items – None

9. Reports

A. Legislative Report

Rohret said there is no new report; preparation for the 2025 session continues.

B. Statewide Emergency Communications Board

1. Finance

Rohret said the committee met and discussed the regional needs documents submitted by regions.

2. Legislative

Rohret said the committee met and discussed its 2025 goals and how they can work to become more active in legislation advocacy.

3. Steering

METROPOLITAN EMERGENCY SERVICES BOARD

Fredrick said the committee met and continued to discuss and make edits to the SECB policy and procedure manual and the committee bylaws. The September meeting was cancelled.

4. Other SECB Committees

Jacobson stated that work on school mapping continues. Discussion continues to determine the next steps in the process.

5. Board

Rohret Board met and approved items from the Land Mobile Radio Committee, a planned Communications Unit (COMU) exercise, and discussed planning for the 2026-2028 strategic plan.

C. DPS-ECN Update

Kent Wilkening said he continues to work with Jacobson on ensuring PSAPs spend their one-time funding. The ARMER radio grant has closed and award letters will be sent out shortly.

10. Old Business – None

11. New Business

A. Discussion – January 2025 Board Meeting Date

Rohret said that the normal MESB meeting date in January 2025 would take place the day following county boards' first meeting of the year. This creates a challenge to prepare materials in less than 24 hours. Rohret proposes moving the meeting to the 5th Wednesday, January 29th, and cancelling the February 2025 Executive Committee meeting. She proposes the Board take action on this at its November meeting

Commissioner Fernando stated that the January board meeting could be moved to the February Executive Committee meeting date to avoid other commitments at the end of January. Others agreed with Commissioner Fernando and her meeting date suggestion. This will be an action item at the next board meeting.

12. Adjourn

Motion made by Commissioner Wolf, seconded by Commissioner Fernando to adjourn the meeting. Motion carried.

The meeting was adjourned at 11:23 a.m.



METROPOLITAN
EMERGENCY SERVICES BOARD

2099 UNIVERSITY AVENUE WEST
SAINT PAUL, MINNESOTA
55104-3431

PHONE 651-643-8395
WWW.MN-MESB.ORG

TO: Metropolitan Emergency Services Board
FROM: Scott County Commissioner Tom Wolf, MESB Treasurer
RE: Treasurer's Report – July 2024
DATE: September 4, 2024

As Treasurer for the Metropolitan Emergency Services Board, it is necessary to review the following documents:

- Monthly summary financial reports for Administration, 9-1-1, Radio and EMS
- Explanation for significant variance from budget report for Administration, 9-1-1, Radio and EMS.

The review was conducted on September 4, 2024.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Wolf".

Tom Wolf
Commissioner, Scott County
Treasurer, Metropolitan Emergency Services Board



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55104-3431

PHONE 651-643-8395
WWW.MN-MESB.ORG

TO: Metropolitan Emergency Services Board
FROM: Scott County Commissioner Tom Wolf, MESB Treasurer
RE: Treasurer's Report – August 2024
DATE: October 7, 2024

As Treasurer for the Metropolitan Emergency Services Board, it is necessary to review the following documents:

- Monthly summary financial reports for Administration, 9-1-1, Radio and EMS
- Explanation for significant variance from budget report for Administration, 9-1-1, Radio and EMS.

The review was conducted on October 4, 2024.

Sincerely,

A handwritten signature in black ink that reads "Tom Wolf". The signature is fluid and cursive, with the first name "Tom" and last name "Wolf" clearly distinguishable.

Tom Wolf
Commissioner, Scott County
Treasurer, Metropolitan Emergency Services Board



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PHONE 651-643-8395
WWW.MN-MESB.ORG

TO: Metropolitan Emergency Services Board
FROM: Scott County Commissioner Tom Wolf, MESB Treasurer
RE: Treasurer's Report – September 2024
DATE: October 22, 2024

As Treasurer for the Metropolitan Emergency Services Board, it is necessary to review the following documents:

- Monthly summary financial reports for Administration, 9-1-1, Radio and EMS
- Explanation for significant variance from budget report for Administration, 9-1-1, Radio and EMS.

The review was conducted on October 22, 2024.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Wolf", written in a cursive style.

Tom Wolf
Commissioner, Scott County
Treasurer, Metropolitan Emergency Services Board



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 3E. Approval of Bloomington FD
Waiver to SECB Standard IOP-11/
Metro ARMER Standard 3.15.0
Presenter: Fredrick

RECOMMENDATION

The Radio TOC recommends the Board approve a waiver to SECB Standard IOP-11 "Use of ARMER Statewide Law Enforcement Interoperability Talkgroups" and Metro ARMER Standard 3.15.0 "Metro LSECs" for five radios for Bloomington Fire Department.

BACKGROUND

Both SECB Standard IOP-11 and Metro Standard 3.15.0 restrict use of the law enforcement talk-around channel (LTAC) ARMER talkgroups and law enforcement secure (LSEC) talkgroups to law enforcement only. Any requests for use other than law enforcement must obtain a waiver.

LTACs and LSECs are encrypted talkgroups widely used by special operations teams to prevent scanners from listening to these radio communications.

Encrypted talkgroups are not allowed to be patched to non-encrypted talkgroups.

ISSUES & CONCERNS

Bloomington Fire Department requests access to these talkgroups for devices used by its staff who are called to service on behalf of the SWAT team. These radios are not used in day-to-day activities. Additionally, the SECB has added law enforcement encrypted (LENC) talkgroups, which expand the number of encryption-capable resources available. The SECB standard for LENC talkgroups has not yet been published; the City of Bloomington is seeking proactive approval for these resources.

The requested access is not all for law enforcement officers, thus the waiver request. The local system administrator is responsible for any corrective action to be taken, should the need arise from misuse of the resources.

FINANCIAL IMPACT

None to MESB.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL



Metro Radio TOC,

Bloomington Fire is seeking a waiver to state standard IOP-11, "Use of Statewide Law Enforcement Interoperability Talkgroups." We are looking to put LTAC 1 – 4, and LTAC 5E – 12E into 5 portables. Having these talkgroups will provide smoother operations and better interoperability and situational awareness when deployed on incidents. Allowing this waiver would significantly reduce the risk of the medics missing critical communications and reduce the safety risk for everyone. These portables are assigned to medics and their supervisor, who are embedded on the Bloomington Police ERU/SWAT team. These portables are not used by anyone else in the department. The medics and supervisor have undergone all CJIS data compliance training.

Bloomington Fire is also seeking a waiver to state standard IOP-34, "Statewide AES-256 Encrypted "LENC" Law Enforcement Interoperability Talkgroups." We are looking to put LENC-2E – LENC-15E into 5 portables. This waiver request is for all the same reasons and put into the same 5 portables outlined above.

Thank you for your consideration on these requests.



Metro Radio TOC,

Bloomington Fire is seeking a waiver to Metro Region ARMER Standard 3.15.0, "Use of Metro ARMER ME LSEC Talkgroups." We are looking to put ME LSEC 2E – 15E into 5 portables. Having these talkgroups will provide smoother operations and better interoperability and situational awareness when deployed on incidents. Allowing this waiver would significantly reduce the risk of the medics missing critical communications and reduce the safety risk for them. These portables are assigned to medics and their supervisor, who are embedded on the Bloomington Police ERU/SWAT team. These portables are not used by anyone else in the department. The medics and supervisor have undergone all CJIS data compliance training.

Thank you for your consideration on this request.

Dalton Gruber
Radio Communications Technician
Bloomington Police Department
1800 West Old Shakopee Road
Bloomington, MN, 55431



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September 11, 2024

VIA ELECTRONIC MAIL

Sara Rybarczyk, Chair
Minnesota Emergency Medical Services Regulatory Board
335 Randolph Avenue, Suite 220
St. Paul, MN 55102

Dear Chair Rybarczyk,

On behalf of the Metropolitan Emergency Services Board (MESB), I write to express full support for the amendments to the license for Northfield Emergency Medical Services (EMS).

As a dedicated partner in the Metro Region, Northfield EMS consistently demonstrates a strong commitment to enhancing emergency medical services and fostering interagency cooperation. In the Metro Region, Northfield EMS has been a vital participant in regional planning efforts, contributing to the development of strategies to improve response times and overall service delivery. Its proactive involvement in these efforts enhances its own operational capabilities and significantly benefits the broader Metro Region by strengthening regional collaboration.

Northfield EMS's dedication to excellence and its collaborative spirit is evident in its seamless integration with other agencies, which results in improved service coordination and a more effective emergency response network. Northfield EMS's track record of reliability and commitment makes it a valuable partner in the regional emergency medical services framework.

The proposed licensing change for Northfield EMS represents a crucial step in recognizing its ongoing contributions and supporting its capacity to continue delivering high-quality services. The MESB endorses this change and believes it bolsters Northfield EMS's ability to serve the community with the excellence they consistently demonstrate.

Thank you for considering this important matter. The MESB is confident that approving this license change will contribute positively to the effectiveness and efficiency of emergency medical services in the Metro Region.

Respectfully,

Greg Hayes
Metro Region EMS Coordinator



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2099 UNIVERSITY AVENUE WEST
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PHONE 651-643-8395
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October 11, 2024

VIA ELECTRONIC MAIL

Asst. Commissioner T. John Cunningham
Minnesota Dept. of Public Safety
445 Minnesota Street, Suite 1000
St. Paul, MN 55101

Dear Assistant Commissioner Cunningham:

At the September 26, 2024 Statewide Emergency Communications Board (SECB) meeting, you stated that you are opening up the process for the selection of 2025 SECB Committee Chairs. I send this letter to express my interest in serving as the 2025 SECB Legislative Committee Chair.

The function of the SECB Legislative Committee is vital to not only the SECB, but to all public safety communications stakeholders. The Committee's responsibility to advocate on behalf of emergency communications systems affects every public safety agency in the State. However, for too long the Committee has taken a passive role, neither taking stances on legislation nor actively lobbying the legislature. Given the current climate in public safety communications, with systems needing major upgrades, new procurements, etc., it is vital that the Committee actively engage and influence on matters before the Minnesota Legislature, particularly as it relates to funding public safety communications systems.

If appointed as Chair, I intend to have the Committee proactively engage with the Legislature; it will be difficult to do in 2025, but planning for the 2026 session should begin in early 2025. This Committee should serve as a strong, primary voice for public safety communications in the State of Minnesota.

Since the Committee's inception, I have actively participated in its activities. For many years, I provided staff support to the Metropolitan Emergency Services Board (MESB) appointments to the committee, which included attending and participating in the meetings. I served as the MESB's alternate to the Committee in the years 2012-2104, 2016, and 2019-2021. Since 2022, the MESB has appointed me as the primary representative.

I hope you will consider me as the 2025 SECB Legislative Committee Chair. Please contact me at (651) 643-8394 or jrohret@mn-mesb.org should you have any questions.

Sincerely,

Jill Rohret
Executive Director



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October 31, 2024

GIS Certification Institute
503 E. Nifong Blvd. #338
Columbia, MO 65201-3717

Dear GISCI Portfolio Review Committee:

As the supervisor for Elizabeth Clausen, I am pleased to send this letter supporting her application for certification as a Geographic Information Systems Professional (GISP). Having reviewed the employment section of her portfolio, I can attest that the listing for her current position is true and correct regarding her current title, duties, experience level, and duration of employment with the Metropolitan Emergency Services Board, and that it is consistent with what I know of her prior background.

I understand that GISCI does not expect me to vouch for her entire portfolio, and that any errors are the sole responsibility of the applicant.

Please contact me with any questions. I can be reached at jrohret@mn-mesb.org or at (651) 643-8394.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Jill Rohret". The signature is fluid and cursive.

Jill Rohret
Executive Director

cc: Elizabeth Clausen



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 4A. Approval of Amendments to
City of Minneapolis ARMER
Participation Plan
Presenter: Fredrick

RECOMMENDATION

The Radio Technical Operations Committee recommends approval of the amendments to the City of Minneapolis ARMER participation plan.

BACKGROUND

Minneapolis has been an ARMER participant since 1999. It utilizes a full ARMER participation plan.

ISSUES & CONCERNS

Minneapolis requests approval of amendments to its ARMER participation plan to change its backhaul layout connecting to the ARMER core. The City of Minneapolis used a singular path to MnDOT since implementing its system. This change gives a four-path, geo-diverse option across microwave links. These four connections will go through City Center, Hennepin County Government Center, Lowry Apartments, and Arden Hills sites and will connect with City Hall, Convention Center, and Horn Apartments sites.

FINANCIAL IMPACT

None to the MESB.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL

Request for MnDOT Backhaul Capacity

Submitted by: City of Minneapolis

Background

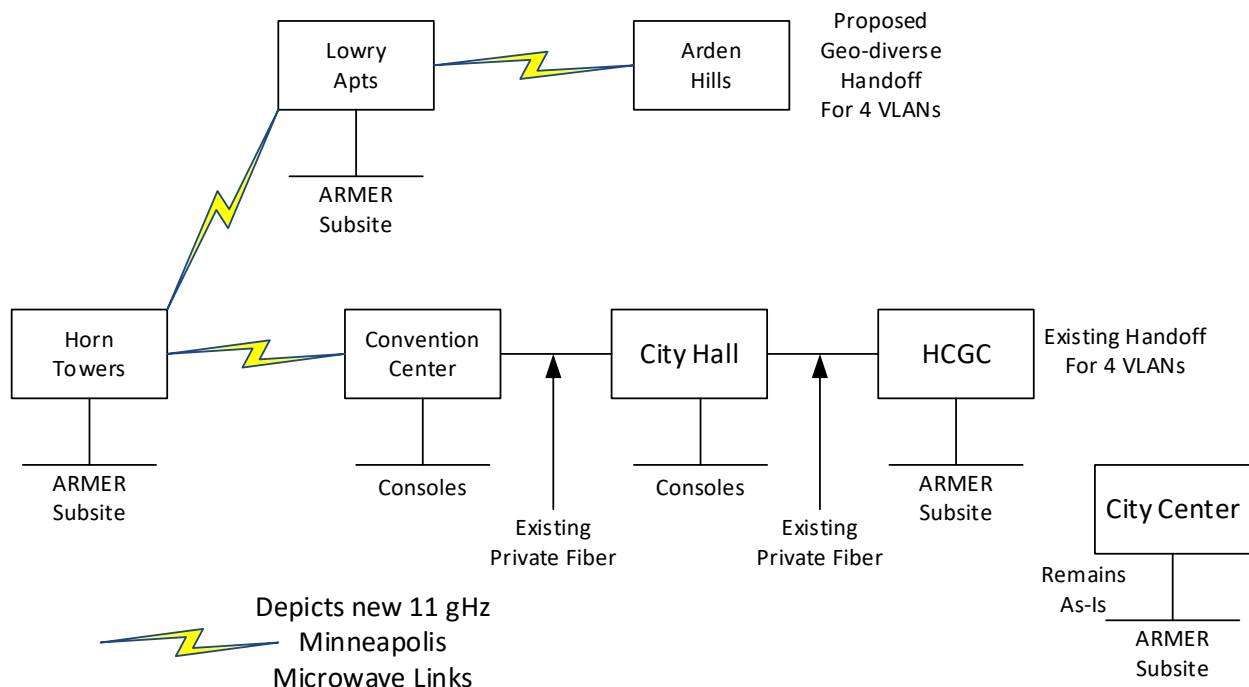
As an anchor tenant of the ARMER system, the City of Minneapolis has used the same ARMER traffic backhaul configuration for more than 20 years. As part of its microwave link modernization project the City seeks to harden its backhaul layout by adding link geographic diversity as described below.

Current State

Today, all of Minneapolis ARMER console traffic passes through the Hennepin County government center. Over time the City has improved its dispatch capabilities formerly at a single (City Hall) location by adding backup console positions at a secure location in the Minneapolis Convention Center. To further add resilience to the console and ARMER trunking simulcast subsite connections the City requests to duplicate certain Ethernet VLAN appearance as the MnDOT Arden Hills site.

Proposed & Requested Minneapolis ARMER Plan Modification

The City proposes and requests to have four (4) VLANs duplicated at the Arden Hills site. Specific VLAN identifiers have already been separately communicated to MnDOT representatives. Minneapolis would be responsible for transporting the ARMER traffic from the HCGC and Arden Hills site as depicted below. This request accomplishes geographic transport diversity and improves the resilience of the Minneapolis system.





METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 4B. Approval of 2025 Regional Funding Priorities
Presenter: Fredrick/Jacobson

RECOMMENDATION

The 9-1-1 TOC recommends the following items as regional funding priorities for grants available in 2025 (in priority order):

- Indoor Mapping (colleges, large venues, industrial facilities)
- Emergency communications center staff recruitment/retention workload study
- Regional communications interoperability planning
- Regional Smart 911 Rollout
- CAD-to-CAD Pilot
- MnDOT Camera Integration Pilot

The Radio TOC recommends the following items as regional funding priorities for grants available in 2025 (in priority order):

- Infrastructure Maintenance Training
- Assistance to attend any appropriate Public Safety Communications Conference
- ICS 300 and 400 Courses
- Communications Response Task Force (CRTF) training/exercise
- Regional Patching Equipment

BACKGROUND

The Minnesota Department of Public Safety (DPS) Emergency Communication Networks (ECN) Division and the Statewide Emergency Communications Board (SECB) require regions to annually approve regional funding priorities. These priorities are to include projects/items/concepts for which regions can apply for grant funds through the SECB grant process. In the past, grants were only open to radio projects, though that changed in the mid-2010s.

ISSUES & CONCERNS

Both the 9-1-1 TOC and the Radio TOC annually develop lists of regional funding priorities. Grants are structured so that both 9-1-1 and radio projects apply for the same grant funds and are included in the same competitive grant application structure.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 4B. Approval of 2025 Regional Funding Priorities
Presenter: Fredrick/Jacobson

State grant objectives and SECB funding hierarchy determine which projects MESB staff will include in the grant applications. Generally, staff apply for the highest priority projects from both areas.

At this time, the only open grant is the Statewide Emergency Communications Board (SECB) grant, which will have eligibility dates from July 1, 2023-June 30, 2025. Should any opportunities become available that are not for a specific purpose (ex – TCPR training), the region would like to have the list of needs available to make applications.

FINANCIAL IMPACT

None to the MESB other than staff time to apply for and process grants. Equipment will likely require a 50% match from the awarded agency.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 5A. Approval of 2025-2027 MESB
Regional Strategic Plan
Presenter: Jacobson/Fredrick/Rohret

RECOMMENDATION

The 9-1-1 and Radio TOCs recommend the Board approve the 2025-2027 MESB Regional Strategic Plan.

BACKGROUND

The Statewide Emergency Communication Board began developing strategic plans starting with its 2016 – 2018 strategic plan. In 2020, as the SECB began to plan for its next strategic planning process, most regions requested grant funds to create their own strategic plans. As a result, ECN paid for all regions to have facilitated meetings to create regional strategic plans for 2022-2024.

The SECB chose to delay the creation of its new strategic plan for one year; it will work on the 2026-2029 plan during 2025.

ISSUES & CONCERNS

Staff worked on the 2025-2027 MESB Regional Strategic Plan and presented the plan to both the 9-1-1 and Radio TOCs. The plan includes updates to the priorities included in the 2022-2024 plan, as well as priorities for the next three years. The metro region priorities identified by the group include:

1. Expanded interoperability between PSAPs
2. Emergency communications continuity of operations
3. Continue to invest in, upgrade, and expand the ARMER system
4. Secure funding – stable, planned, predictable, and sufficient
5. Emergency communications staff – recruitment, development, and retention
6. Successful transition to Next Generation 9-1-1 core services

Many of these items are continuing from the previous plan, though the objectives have been updated.

Staff made minor changes to the document as shown in 2025-2027 Priorities 1 and 2.

FINANCIAL IMPACT

None to the MESB at this time. It is possible that projects listed in this plan may require funding

MOTION BY:

SECONDED BY:

MOTION:

PASS/FAIL



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 5A. Approval of 2025-2027 MESB
Regional Strategic Plan
Presenter: Jacobson/Fredrick/Rohret

from the MESB. Those funding requests will either be approved individually or during the regular MESB budgetary process.

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SECONDED BY:
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Metropolitan Emergency Services Board

2025-2027 Interoperable Emergency Communications Strategic Plan (IECSP)

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Section 1: MESB Background

The Metropolitan Emergency Services Board (MESB) is a joint powers board and one of seven regional Emergency Communications Boards (ECBs) and Emergency Services Boards (ESBs) in the state of Minnesota, established to provide local governance on matters related to emergency communications. The MESB's membership includes representatives from the following entities:

- Anoka County
- Carver County
- Chisago County
- Dakota County
- Hennepin County
- Isanti County
- Ramsey County
- Scott County
- Sherburne County
- Washington County
- City of Minneapolis (in Hennepin County)

Section 2: Purpose

The purpose of this Interoperable Emergency Communications Strategic Plan (IECSP) is to assist the MESB and regional stakeholders to identify preparedness priorities and the associated planning, organizational, equipment, training, and exercise (POETE) activities necessary to achieve them.

The IECSP is a key component of the Integrated Preparedness Cycle (Figure 1), which provides an effective mechanism to support decision making, priorities funding allocation, and measure progress toward building, sustaining, and delivering capabilities based on a jurisdiction's/organization's threats, hazards, and risks. Using this process, stakeholders gain a better understanding of the full breadth of preparedness activities which affect their jurisdictions/organizations and allows for a deliberate approach to multi-year preparedness activity planning.

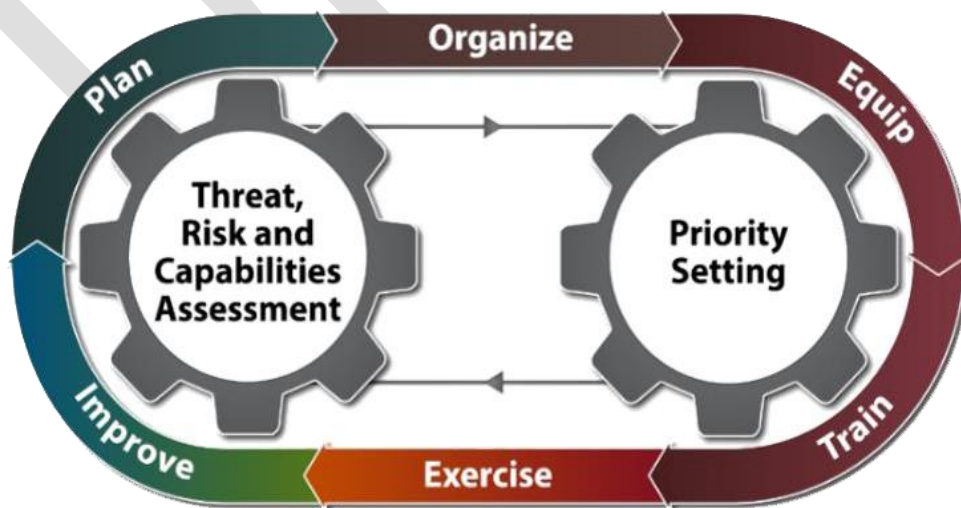


Figure 1: The Integrated Preparedness Cycle

Section 3: Scope

The scope of this plan is limited to the POETE activities necessary to improve interoperable emergency communication capabilities (9-1-1, land mobile radio (LMR), integrated public alert and warning systems (IPAWS) and wireless broadband) within the region.

The Integrated Preparedness Cycle for this plan includes the three-year period beginning January 1, 2025 and ending December 31, 2027.

Section 4: Summary of Accomplishments from 2022-2024 Plan

The 2022-2024 IECSP included eight strategic priorities:

1. Expanded interoperability between public safety answering points (PSAPs)
2. Increased continuity of operations options and capabilities
3. Continued investment, upgrade, and expansion of the Allied Radio Matrix for Emergency Response (ARMER) system
4. Secure, stable, planned, predictable, and sufficient funding
5. Recruit, develop, and retain emergency communications professionals
6. Successfully transition to Next Generation 9-1-1 (NG9-1-1) core services (NGCS)
7. Engage in industry research and standards development
8. Educate policymakers.

This section will provide an update on progress for the eight strategic priorities.

Strategic Priority 1: Expanded Interoperability Between PSAPs

After-action reviews (AARs) from the 2020 civil unrest and 2021 Operation Safety Net highlighted the need for expanded interoperability among metro region PSAPs, including workload sharing, regional situational awareness, and enhanced computer-aided dispatch (CAD)-to-CAD interoperability.

In 2021, the MESB issued and awarded a request for proposals (RFP) for consultant services to address a CAD-to-CAD interoperability and regional situational awareness solution. The MESB's 9-1-1 Technical Operations Committee (TOC) formed a workgroup to collaborate with the selected consultant to identify regional needs and develop an RFP to procure a suitable solution.

In 2023, the MESB issued an RFP for a CAD-to-CAD interoperability solution; two proposals were received. After several months of evaluating the proposals, the workgroup recommended the Board not award the RFP due to higher-than-expected costs and that the proposed solutions did not fully meet the desired technical specifications. In November 2023, the MESB voted to not award this RFP.

In August 2023, the Minnesota Department of Public Safety, Division of Emergency Communication Networks (ECN), announced its intention to acquire technology solutions to enhance statewide PSAP system interoperability and information-sharing capabilities, including

the ability to share CAD data. A small workgroup convened twice in late 2023 to discuss operational needs and contractual requirements with ECN.

By August 2024, ECN had awarded contracts related to 9-1-1 interoperability and data-sharing to two vendors. The MESB 9-1-1 TOC is currently evaluating these solutions to determine if they align with the needs of metro region PSAPs. Additionally, the 9-1-1 TOC is closely monitoring what state funding will be available to support these interoperability solutions under the awarded contracts.

Strategic Priority 2: Increase Continuity of Operations Options and Capabilities

As a result of a metro PSAP's call handling system (CHS) outage, in February 2024 metro PSAP managers and the MESB's 9-1-1 TOC began to focus not only on individual PSAP continuity of operations plans (COOPs), but on a regional plan which can be implemented whether one PSAP's operations are disrupted or ten. The region desires a uniform process which can be regularly trained to ensure a smooth and consistent process, regardless of agencies affected.

At the time of this writing, a workgroup is beginning to work on developing the regional plan. It is hoped that the plan will be finalized by December 31, 2024.

Strategic Priority 3: Continue to Invest In, Upgrade, and Expand the ARMER System

The ARMER system continues to progress in capabilities and technology. Since 2019, many metro counties, along with their municipal law enforcement agencies, began to implement encryption for law enforcement communications. In 2021, the Federal Bureau of Investigations (FBI) required all law enforcement data be transmitted over the air with Advanced Encryption Standard (AES) encryption. This required all law enforcement agencies in the state of Minnesota to plan and prepare for transition to AES encryption.

Minnesota Statutes allow for 9-1-1 surcharge fees to support the ARMER system, however, the current administration of these statutes is limited in scope. There will be continued activities to engage with the legislature and appropriate state agencies to encourage broadening the state language to be in accordance with the federal language surrounding the appropriate use of the 9-1-1 surcharge.

As of this writing, work continues to identify and acquire dedicated, stable funding to allow for continued upgrade and expansion of the ARMER network capabilities. This remains an issue in the 2025-2027 IECSP, due to equipment replacement required by the system vendor, as projected costs exceed fiscal capacity for partner agencies. Regional partners also have expressed an intent to investigate a regional system Customer Owned and Maintained (COAM) model for equipment maintenance.

In the last several years, there has been an increased need to respond to events outside of agencies' own jurisdiction. As a result of this ongoing need, a renewed focus on interoperability training and planning is desired.

Strategic Priority 4: Secure Funding – Stable, Predictable, and Sufficient

In 2021, the Federal Communications Commission (FCC) issued a ruling restricting how 9-1-1 surcharge funds could be used, requiring FCC approval for their use on LMR systems. As a

result, ECN limited the allocation of 9-1-1 surcharge funds for the Statewide Emergency Communications Board (SECB), removing ARMER from the list of eligible expenses.

In 2024, the MESB accepted a report analyzing the cost of providing public safety communications in the metro region. While not all agencies participated, a conservative estimate of 2023 costs revealed that the metro region, excluding state expenditures, spent \$128.3 million in recurring costs, along with an additional \$30.9 million in one-time costs to support public safety communications. This financial strain on municipal and county budgets leaves little capacity for the acquisition of additional technologies, such as CAD-to-CAD interoperability, over-the-air rekeying (OTAR) for the ARMER system, and the expansion of other technologies for PSAPs and the ARMER network.

At the request of the SECB's Finance Committee, the MESB developed and submitted regional needs documents in 2023 and 2024, outlining the region's requirements for 9-1-1 and ARMER systems. It is likely that a statewide initiative will be necessary to secure additional funding. Work continues in this area for the 2025-2027 IECSP planning cycle.

Strategic Priority 5: Staff Recruitment, Development, and Retention

Staff recruitment and retention remain key priorities for public safety agencies across the metro region, which have actively participated in several initiatives to address these challenges.

Many metro region PSAPs have taken part in joint recruitment fairs at various locations throughout the region, including prominent events like the Minnesota State Fair.

In 2023 and 2024, legislative efforts were made to establish statewide training standards and a certification process for public safety telecommunicators (PSTs). Although these efforts were not immediately successful, continued persistence is expected to yield results.

In 2022, 2023, and 2024, the MESB secured grant funding to provide resiliency training for PSTs, with a different approach taken each year. This vital training initiative is expected to continue through 2025 and potentially beyond.

In 2024, at 9-1-1 TOC meetings, discussions highlighted the possibility of establishing a Technical Analyst role at each PSAP, to be responsible for mastering and synthesizing inputs from various distinct technologies to create a coherent framework for evaluating technology selection, optimizing operational workflows, and leveraging community insights. It is anticipated that this need will be further explored and addressed in the upcoming planning cycle.

Strategic Priority 6: Successful Transition to NG9-1-1

The transition to NG9-1-1 Core Services (NGCS) necessitates close coordination with ECN. In 2022, ECN released an RFP for NGCS, an egress network, and a 9-1-1 control center, which proposals due by December 31, 2022. Evaluators begin reviewing submissions in March 2023; as of September 2024, no vendor has been selected and the likelihood of an award from that procurement is uncertain. Field implementation is not expected before late 2025 or 2026 at the earliest.

In May 2022, the MESB approved an NG9-1-1 transition plan for PSAPs, developed by consultants. This plan requires revisions pending the State's RFP outcome and extended timeline. In 2023, ECN engaged a consultant to create a transition plan for PSAPs in Greater

Minnesota with a stated outcome that insights gained from that planning process will be used for legislative funding requests. Metro region PSAPs are participating in the ECN planning process, though the integration of the region's transition plan into the state plan remains uncertain.

Between 2021-2023, the metro region implemented location-based routing (LBR) of wireless 9-1-1 calls, one of the major outcomes expected from the NGCS transition. This capability was achieved in advance of that transition due to device-based hybrid location technology, the emerging capabilities of wireless carriers, and the maturing level of the geographic information system (GIS) assets and technical resources in the metro region. LBR implementation resulted in a decrease in call transfers between PSAPs. In addition, in 2024, collaboration between MESB and ECN's 9-1-1 ingress network vendor, resulted in approximately 95% of existing 9-1-1 traffic (voice over Internet protocol (VoIP) and wireless) being migrated to a new unified ingress network which will ultimately streamline transition to a chosen NG9-1-1 vendor.

Strategic Priority 7: Support and Participation in Cutting-Edge Emergency Communications Research and Standards Development

In 2024, MESB personnel served as consultants, guiding Greater Minnesota GIS teams in implementation of LBR in their jurisdictions, replicating the success achieved in the metro region. This significant enhancement in location accuracy greatly improves first responders' response times to incidents.

Also in 2024, as part of the next planning cycle, MESB staff collaborated with the Minnesota State Patrol to develop geo-fencing capabilities possible with LBR. This initiative focuses on narrow freeway and highway areas under State Patrol jurisdiction, aiming to reduce time-consuming call transfers between State Patrol and city/county PSAPs.

Throughout 2023-2024, metro region PSAPs led efforts to leverage newer 9-1-1 applications to enhance emergency response. These applications include video integration, call tracking, artificial intelligence (AI), and modern visual reporting techniques.

While MESB staff and PSAPs demonstrate leadership in implementing newer technologies and supporting National Emergency Number Association (NENA) committees, their efforts do not yet reach the level of cutting-edge research and development of standards for emerging technological innovations. MESB staff and PSAPs will continue this implementation focus but will drop this priority for the 2025-2027 planning cycle.

Strategic Priority 8: Increase Policy Maker Understanding and Support for Emergency Communications

MESB staff regularly engage with board members to educate them on issues surrounding emergency communications. MESB board member support for emergency communications is high; MESB board members also have a high level of engagement with the subject.

MESB staff regularly meet with Minnesota legislators and encourage MESB board members to do so as well, to discuss issues surrounding emergency communications. Conversations are generally well-received, though don't always lead to increased funding, due to the myriad of funding needs across the state.

Future technology updates require MESB staff to continue to educate policymakers in any way they can. Education efforts must also be made by municipal and county staff within their

respective agencies, so policymakers understand how technology changes, funding, etc. will affect their agencies.

Section 5: Strategic Priorities

This section identifies priorities to help improve the region’s interoperable emergency communication capabilities during this Integrated Preparedness Cycle:

Strategic Priorities
1. Expanded Interoperability Between PSAPs
2. Emergency Communications Continuity of Operations
3. Continue to Invest, Upgrade, and Expand the ARMER system
4. Secure Funding – Stable, Planned, Predictable, and Sufficient
5. Emergency Communications Staff - Recruitment, Development, and Retention
6. Successfully Transition to NG Core Services

Priority 1: Expanded Interoperability Between PSAPs

In response to findings from the Civil Unrest (May-June 2020) AAR, prioritizing workload sharing and regional situational awareness is crucial for metro area public safety answering points (PSAPs). Establishing CAD-to-CAD interoperability in the metro region is essential for operational efficiency, both in daily operations and during critical events.

Planning Activities

The MESB 9-1-1 TOC continues work to evaluate the “Data Sharing” option outlined in the ECN’s Mapped ALI Solution contract (see page 5, discussion of the 2022-2024 IECSP Strategic Priority 1) awarded to RapidSOS and RapidDeploy. This assessment aims to determine the feasibility of long-term bi-directional CAD data exchange, ultimately enhancing interoperability and situational awareness across the region. Additional evaluations will explore collaborative vendor solutions with the Minnesota State Patrol to align operational needs and foster synergy.

Other options, such as shared CAD systems among PSAPs nearing contract expiration, may mitigate the need for extensive interoperability efforts, allowing a unified platform approach which will provide greater interoperability between PSAPs and first responders. Moreover, emerging vendor solutions targeting situational awareness between primary and secondary medical PSAPs will be monitored for their potential to enhance interoperability in the metro area.

There is a need for a study on the feasibility and cost effectiveness of shared PSAP technology, such as a regional CAD system, call handling system, or loggers. The ~~planning phase will~~ study should also include recommendations on governance, funding, agency participation, and system capabilities, with a draft presented to the Board for approval.

Organizational Activities

The MESB 9-1-1 TOC will identify a vendor for CAD-to-CAD interoperability. This vendor will

ensure robust network connectivity and application services for seamless data exchange among participating PSAPs. Utilizing cloud platforms like Amazon AWS, Google Cloud, or Microsoft Azure will ensure security and cost-effectiveness, while adherence to NENA standards and best practices for API development will be prioritized.

Equipment Activities

A cloud-based solution with minimal on-premise equipment is favored, necessitating a thorough assessment of cybersecurity requirements to protect sensitive data during interoperability.

Training Activities

Once the systems are operational, comprehensive policies and procedures will be developed for both individual PSAPs and inter-PSAP collaboration. These guidelines will be integrated into each PSAP's training curriculum to ensure effective utilization of the interoperability system.

Exercise Activities

Post-training, regular quarterly or semi-annual exercises will be established to maintain proficiency in utilizing the during high-profile, multi-agency events. Consistent practice will enhance readiness and coordination among telecommunicators in live scenarios.

Priority 2: Emergency Communications Continuity of Operations

Each PSAP in the ten-county metro region has its own continuity of operations plan (COOP), but some emergencies extend beyond their jurisdiction, requiring regional coordination among PSAPs.

Planning Activities

Regional COOP planning enhances the collaborative efforts already outlined in individual PSAP plans. With 75% of the region's PSAPs utilizing shared or geo-diverse 9-1-1 configurations, the potential exists for cooperative PSAPs to share facilities and process 9-1-1 calls independently and securely across two locations.

A pioneering approach, initiated by the Ramsey County Emergency Communications Center (RCECC), demonstrates how PSAPs can leverage shared facilities to reroute abandoned traffic. This model offers a scalable solution for all metro PSAPs. Despite the current absence of fully implanted i3 NG9-1-1 environment, the existing 9-1-1 direct session-initiated protocol (SIP) architecture enables seamless routing of voice and text traffic using conventional methods via the Internet protocol (IP) addressing on the private emergency services IP network (ESInet). This setup, as shown by RCECC, ensures that the abandoned PSAP's staff, when relocated to RCECC's alternate PSAP site, can handle their own 9-1-1 call traffic using dedicated call-handling equipment at that location.

This is one example of how a shared systems approach can enhance resiliency in the region. As this initiative evolves, ESInet rules must be reviewed and refined in many ways that may also enhance service continuity planning across the region.

[Should the region pursue shared PSAP technology as discussed in Priority 1, that technology may provide additional flexibility in COOP planning and operations.](#)

Organizational Activities

Implementing these innovative strategies requires robust funding, IT network modifications, and governance frameworks to ensure equitable cost distribution for shared technologies and facilities.

Equipment Activities

Ongoing upgrades to the ESInet and PSAPs' call-handling systems involve dedicated project management, budget allocation, and oversight to ensure seamless operation.

Training Activities

All PSAP personnel must be thoroughly trained on the procedures and protocols necessary for business continuity, ensuring that teams can maintain operational efficiency during any transition.

Exercise Activities

To guarantee readiness, regular COOP exercises are essential. These exercises not only train new personnel, but also reinforce critical skills among current staff, ensuring effective PSAP response when continuity is needed.

Priority 3: Continue to Invest In, Upgrade, and Expand the ARMER System

The ARMER system is the primary emergency responder communication tool throughout the ten-county metro area. A consistent, predictable maintenance and enhancement plan must be established that includes adequate sustainable funding. ARMER expansion capabilities should include a focus on cybersecurity, encryption capabilities, and making plans for Integrated Voice and Data (IV&D) and Key Management Facility (KMF). IV&D adds Project 25 (P25) data to the ARMER system allowing data features such as GPS location, Over the Air Rekeying (OTAR), and Over the Air Programming (OTAP). KMF is a server that manages and deploys encryption keys for subscriber units. The system may need to transition to support P25 Phase 2 Time-Division Multiple Access (TDMA)-based voice and data traffic to increase system capacity as well as Long-Term Evolution (LTE) push-to-talk capabilities if ARMER system loading increases, and additional frequencies are not available for further channel expansion. The metro area should also agree to make considerations to standardize on Advanced Encryption Standard (AES), which would allow system owners and users to plan accordingly to have the equipment necessary in place.

Planning Activities

The metro region should discuss the use of AES-based encryption and develop plans for its implementation. Interoperability between LTE push-to-talk equipment on ARMER must be defined and any limitations LTE users may experience must be clearly understood. The transition to ARMER P25 Phase 2 TDMA voice and data traffic will require coordination with the system owners and users to ensure backward compatibility while allowing new equipment onto the system. During the time frame of the strategic plan, researching options for IV&D, KMF, and TDMA would need to take precedence, so that the following strategic planning frame could build on that research.

Organizational Activities

The FCC inquiry and possible rule-making that would prohibit 9-1-1 fee diversion for narrowly defined non-9-1-1 uses may negatively impact the ARMER system funding. Currently, Minnesota Statutes allocate 9-1-1 surcharge fees to support the ARMER system. If the use of

9-1-1 fees for the ARMER system is prohibited by federal action, a new ARMER system funding stream will be needed.

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Equipment Activities

Procure and implement the system software and hardware upgrades necessary to support AES encryption, IV&D, KMF, and/or P25 Phase 2 TDMA capabilities based on the plan described under the Planning Activities section above.

Training Activities

ARMER system user training will be required as new capabilities and features are introduced. Regular in-service training for all system users should be done on an annual basis but may need to be done more frequently depending on the operational changes associated with any specific upgrade or enhancement.

Exercise Activities

At a minimum, one annual large-scale, multi-agency training exercise should be conducted to include the use of Communications Unit Leader (COML) and Metro Region Communications Response Task Force (CRTF) resources.

Priority 4: Secure Funding – Stable, Predictable, and Sufficient

The emergency response continuum, from the initial 9-1-1 call to the conclusion of field operations, demands continuous system upgrades, maintenance, and hardware replacement. As technology evolves, lifecycles shorten, requiring mission-critical systems to operate 24/7, 365 days a year. This makes a stable, predictable, and sufficient funding source essential. The ability to take advantage of new tools and services capable of enhancing the metro region's strategic priorities will be directly dependent on the availability of adequate funding.

Planning Activities

While the 9-1-1 surcharge has been a consistent funding source, it has never been enough to fully cover the costs of the 9-1-1 and ARMER systems. With the increasing complexity of emergency systems – handling data far beyond conventional phone calls – new funding avenues must be pursued at the federal, state, and regional levels. Funding will need to consider the escalating volumes and complexities that come with serving a major metropolitan region.

Modern emergency communications systems are no longer stand-alone but part of integrated regional and statewide networks, necessitating coordination and interoperability. This creates new challenges for funding and procurement. Agencies now pool resources to make joint purchases of public safety applications, reducing costs while expanding capabilities beyond what individual agencies could achieve alone. Additionally, there is a shift toward Software-as-a-Service (SaaS) models for hosted, cloud-based critical applications, providing a predictable expense structure that includes procurement, upgrades, security, and maintenance.

NG9-1-1 systems require precise GIS data for point-in-polygon call routing. These datasets, which define PSAP and emergency service boundaries, must be continually updated and corrected within 24-48 hours of any detected errors. The ongoing maintenance of these mission-critical datasets is now as crucial as the Master Street Address Guide (MSAG) in Enhanced 9-1-1 (E9-1-1) systems. With the shift from E9-1-1 to NG9-1-1, this responsibility is moving from 9-1-1 service providers to GIS data creators, making it vital that these costs are included in the overall NG9-1-1 system funding. The ongoing funding of county level GIS staff to

support public safety has become mission-critical to the provision of 9-1-1 service in the metro region and must be factored into county budgeting.

Organizational Activities

Collaborative planning is necessary to fully understand the total costs associated with the procurement and operation of the emergency communications systems. Once these costs are clear, a shared funding formula should be developed, outlining the financial responsibilities for state, regional, and local entities. It is critical to recognize that grants are not a sustainable long-term funding solution and should be used only to jumpstart components. A dedicated, ongoing funding stream must be established to take over once grant funds expire. Achieving this will likely require legislative action to ensure the funding is not only adequate but also stable and protected from political shifts. Emergency communications funding should remain as non-partisan as possible to ensure the uninterrupted operation of these vital systems.

Equipment Activities

All emergency communication equipment must be part of comprehensive lifecycle replacement plan. The total cost of ownership, including maintenance and replacement, should be built into the emergency system's funding model, ensuring consistent performance and readiness over time.

Training Activities

None identified.

Exercise Activities

None identified.

Priority 5: Staff Recruitment, Development, and Retention

Finding, training, and retaining highly skilled telecommunicators and radio technicians continues to be a significant challenge for metro region agencies, a challenge that will extend into the 2025-2027 planning cycle. While the issue is complex, retaining experienced personnel is crucial for ensuring public safety agencies can effectively manage emergency responses – answering, analyzing, prioritizing, dispatching, and coordinating with public safety response agencies within their service areas.

Planning Activities

Integrating staff retention and recruitment strategies into each agency's long-term planning is essential. It is widely recognized that retaining existing staff is more cost-effective than recruiting and training new hires, despite the higher salary bands for seasoned professionals. Many PSAPs are persistently understaffed, which leads to increased stress on current employees, extended hours, and unsustainable overtime costs in the long term.

PSAPs should consider establishing a Technical Analyst staffing role to support personnel in maximizing and optimizing the use of emerging 9-1-1 technologies beyond traditional voice and text calls, including AI, multi-media, and advanced reporting tools.

On the LMR side, the metro region ARMER system administrators are considering a role for a regional ARMER technician, which can help all metro region ARMER administrators on an as-

needed basis. This may be more effective than each agency trying to hire for individual agency positions from a rapidly shrinking field.

Organizational Activities

PSAP management and policymakers must recognize telecommunicators are equal partners in the emergency response continuum. Historically, pay scales, career advancement opportunities, and funding have not reflected the critical role telecommunicators play in identifying emergencies, determining appropriate responses, and coordinating the necessary resources. A successful emergency response depends on four key partners: PSAPs, law enforcement, fire and EMS, all of which are equally vital.

In 2024, there are federal bills to upgrade the federal classification of telecommunicators from clerical workers to protective service workers in the Standard Occupational Classification (SOC) to better reflect the life-saving work they perform each day. If these efforts are unsuccessful in the 118th Congress, they will likely be made again in successive Congresses. As noted earlier, 2023-2024 Minnesota efforts to training and certification of telecommunicators were unsuccessful, but efforts will continue in the future.

Equipment Activities

Equipping alternate work locations could allow telecommunicators to continue working safely during high-volume or multi-jurisdictional events, such as natural disasters. Providing access to all mission-critical applications from alternate locations can expand available staffing to better manage surges in call volume, while also improving COOP option.

Training Activities

Establishing minimum training standards and a solid curriculum for new telecommunicators lays the groundwork for long-term career development. Ongoing training for veteran telecommunicators is essential to maintain consistent, effective emergency response coordination. Each PSAP's training program must also include resiliency training, peer support, and access to professional counseling services to help telecommunicators cope with the stress and emotional impact of repeated exposure to traumatic incidents.

Exercise Activities

None identified.

Priority 6: Successful Transition to NG9-1-1 Core Services

NGCS are designed specifically to support mobile and nomadic telecommunications services by utilizing the location of the calling device at the time of the emergency call as the basis for routing to the PSAP responsible for serving the caller's location. In addition, NGCS support multi-media communications that enable 9-1-1 callers to make voice, text, or streaming video calls, as well as being able to send images or video to the 9-1-1 system.

The priority and high-level associated activities haven't changed from the 2022-2024 planning cycle, though the major NG9-1-1 milestone of LBR was achieved in 2024. A major difference expected in this planning cycle is examining and pursuing the option of other technologies and vendors involved in supporting the transmission of video, images and other potential multimedia inputs that wasn't envisioned in 2022, when a more conventional approach of using existing 9-1-1 nationwide telecommunications providers.

Planning Activities

NG9-1-1 systems offer many options for 9-1-1 callers which require more complexity within the system itself and in the management of the system. The transition from the current E9-1-1 system to NGCS will be made in multiple steps over an extended timeframe, all done while continuing to take emergency calls 24x7, 365 days per year. Each step requires advance planning, testing, and implementation.

NGCS involve coordination with multiple 9-1-1 service providers including ESInet, system security, ingress aggregation and conversion, call routing, as well as ongoing system monitoring and management services.

Organizational Activities

The transition from E9-1-1 will require a cooperative effort from individual PSAPs, the regional emergency services boards, ECN, and the SECB. The transition plans and processes will not be a one-size-fits-all solution. Some components of the NGCS may be implemented in stages at the regional level as the underlying GIS data and answering applications become able to support NG9-1-1 call delivery and routing. NG9-1-1 GIS data creation, maintenance, and error correction processes need to be developed and tested, which will reduce the risk of depending on end-of-life legacy infrastructure.

Equipment Activities

PSAP answering applications must support 9-1-1 call delivery from NGCS utilizing SIP with caller location information delivered at the time of the call using the Presence Information Data Format-Location Object (PIDF-LO) protocol. PSAP logging equipment must be able to support call metric and content capture in an NG9-1-1 standard compliant environment.

Training Activities

Telecommunicators must be trained as each stage in the transition is implemented, including training on the answering application used to answer the calls. It will also include training in the interpretation and use of the additional information data that will become available to telecommunicators in the NG9-1-1 environment.

Exercise Activities

None identified.



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 5B. Approval of Amendment 12 to Lumen /MESB/State of Minnesota 9-1-1 Contract
Presenter: Jacobson

RECOMMENDATION

Staff recommend approval of Amendment 12 to the Lumen/MESB/State of Minnesota 9-1-1 contract.

BACKGROUND

Traditionally, the MESB has been a party to a three-way contract for 9-1-1 services between the 9-1-1 service provider, the State of Minnesota, and the MESB for the 9-1-1 service in the metropolitan area. The State is responsible for the monthly recurring costs associated with the 9-1-1 network and the 9-1-1 location database. The MESB and the PSAPs are responsible for one-time costs associated with changes to the 9-1-1 system they initiated.

In November 2016, the MESB approved and executed the State T-730 contract for 9-1-1 services, with the MESB, State of Minnesota and CenturyLink as parties. Though the maximum number of years for a state contract is five, this contract was extended in November 2021 due to the delay in the release of the Next Generation 9-1-1 Core Services RFP.

ISSUES & CONCERNS

The original T-730 contract document was a two-year contract expiring November 30, 2018, with three one-year extension options which were all executed in the past. This contract has been amended several times to extend the contract through November 30, 2024.

The purpose of Amendment 12 is to update some pricing and to extend the contract termination to November 30, 2027.

FINANCIAL IMPACT

None to the MESB.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL

AMENDMENT NO. 12 TO CONTRACT NO. 116669 RELEASE NO. T-730

THIS AMENDMENT is by and between the State of Minnesota, acting through its Commissioner of Administration (“State”), and CENTURYLINK COMMUNICATIONS, LLC, D/B/A LUMEN TECHNOLOGIES GROUP F/K/A QWEST COMMUNICATIONS COMPANY, LLC, D/B/A CENTURYLINK QCC, 200 South 5th Street, Floor 20, Minneapolis, MN 55402 (“Contractor”). State and Contractor may be referred to jointly as “Parties.”

WHEREAS, the State has a Contract with the Contractor identified as Contract No. 116669, November 30, 2016, through November 30, 2024 (“Contract”), to provide Telecom: Next Gen 911 Network; and

WHEREAS, Minn. Stat. § 16C.03, subd. 5, affords the Commissioner of Administration, or delegate pursuant to Minn. Stat. § 16C.03, subd. 16, the authority to amend contracts; and

WHEREAS, the terms of the Contract allow the State to amend the Contract as specified herein, upon the mutual agreement of the Office of State Procurement and the Contractor in a fully executed amendment to the Contract.

NOW, THEREFORE, it is agreed by the parties to amend the Contract as follows:

1. That Contract No. 116669 is extended through November 30, 2027, (the “Contract Term”).
2. The Parties are currently migrating certain existing TDM services to an Ethernet platform, as available, at the sites listed in this Amendment in Appendix A.
 - a) As of the Amendment Effective Date, Contractor will bill the TDM services for the sites in Appendix A at the rates set forth in Appendix A.
 - b) The TDM services for the sites in Appendix A are subject to rate increases (re-rates) on a monthly basis upon written notice from Contractor to the State. Said re-rates shall be based on Contractor’s underlying costs increasing from its third-party suppliers. The re-rates will be calculated by Contractor applying the percentage increases applied to Contractor by its third-party supplier for the impacted site listed on Appendix A. Contractor will provide links to published websites of its third-party suppliers detailing percentage increases, when available, or will provide other reasonable documentation supporting the percentage increases. The re-rates shall be a direct pass-through rate from Contractor’s third-party supplier to the State, with no additional Contractor markup added.
3. Upon turn up and written acceptance of the Ethernet services at a site, the following shall apply for each migrated site:
 - a) Contractor shall waive any applicable early termination fees on the TDM circuits listed in Appendix A.
 - b) Contractor will commence billing the Ethernet monthly recurring charge (MRC) listed for the site in Appendix B and stop billing any charges for the site listed in Appendix A. The last month of Appendix A charges and first month of Appendix B charges shall be prorated to the date of acceptance for the site if necessary. The Parties will determine an acceptable transition date and turn down of the existing TDM sites so that there are no interruptions of services at an individual State location. For all months thereafter, all site charges must be co-termed and start at the beginning of the month and end at the end of the month.
4. The Parties agree that the Nonrecurring Charges (NRC), in Appendix B, are subject to a definitive site survey and any notification of unexpected build or special construction costs. If the NRC exceed the amount listed in Appendix B, the Parties will mutually agree upon a change order.
5. The Parties shall work in good faith to negotiate and execute orders to migrate additional TDM sites listed in Appendix A during the Contract Term. The Parties agree that a duly executed amendment with the revised pricing for the site migration is not necessary if the MRC for the ethernet circuit does not exceed the TDM charges for the site and so long as the NRC does not exceed \$5,000.00.

6. Underlying third-party providers may discontinue TDM services with limited advanced notice. Contractor shall use reasonable commercial efforts to notify State if such TDM service becomes unavailable at specific sites. Contractor may discontinue Contractor provided TDM services by providing six (6) months prior written notice.
7. That pricing for the total monthly recurring charge for the IPSR Total line found within Exhibit D – Subcategory D, is hereby DELETED in its entirety and REPLACED as follows:

Exhibit D – Subcategory D, IPSR Total: \$300,000, per month.
8. That, unless amended herein, all other pricing currently incorporated within Contract No. 116669 shall remain the same.

This Amendment is effective beginning upon December 1, 2024 (“Amendment Effective Date”) and shall remain in effect through contract expiration, or until the Contract is canceled, whichever occurs first.

Except as herein amended, the provisions of the Contract between the parties hereto are expressly reaffirmed and remain in full force and effect.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK
SIGNATURE PAGE TO FOLLOW.**

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed intending to be bound thereby.

1. CENTURYLINK COMMUNICATIONS, LLC, D/B/A LUMEN TECHNOLOGIES GROUP F/K/A QWEST COMMUNICATIONS COMPANY, LLC, D/B/A CENTURYLINK QCC

The Contractor certifies that the appropriate person(s) have executed this Amendment on behalf of the Contractor as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____
Title: _____
Date: _____

2. ATTORNEY FOR METROPOLITAN EMERGENCY SERVICES BOARD

Attorney: Approved as to form.

By: _____
Title: _____
Date: _____

3. METROPOLITAN EMERGENCY SERVICES BOARD

By: _____
Title: _____
Date: _____

4. DEPARTMENT OF PUBLIC SAFETY ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: _____
Date: _____ Order No. _____

5. DEPARTMENT OF PUBLIC SAFETY

By: _____
Title: _____
Date: _____

6. OFFICE OF STATE PROCUREMENT

In accordance with Minn. Stat. ' 16C.03, Subd. 3.

By: _____
Title: Acquisition Management Specialist
Date: _____

7. COMMISSIONER OF ADMINISTRATION

Or delegated representative.

By: _____
Date: _____

APPENDIX A – TDM SITES SUBJECT TO THIS AMENDMENT

Circuit Address	Circuit ID	Loop Charges
322 N WALLACE ST, BLDG LINCOLN, IVANHOE, MN	DS1NT-24380381.01	\$13,715.50
322 N WALLACE ST, BLDG LINCOLN, IVANHOE, MN	DS1NT-24380381.02	\$13,715.50
322 N WALLACE ST, BLDG LINCOLN, IVANHOE, MN	DS1NT-24380381.03	\$13,715.50
322 N WALLACE ST, BLDG LINCOLN, IVANHOE, MN	DS1NT-24380381.04	\$13,714.50
322 N WALLACE ST, BLDG LINCOLN, IVANHOE, MN	DS1NT-24380381.05	\$13,715.50
322 N WALLACE ST, BLDG LINCOLN, IVANHOE, MN	DS1NT-24380381.06	\$13,715.50
322 W 1ST ST, DULUTH, MN	DS1-16705443-DIV	\$43,732.00
410 5TH ST SE, HALLOCK, MN	DS1IT-16737067-DIV	\$33,902.00
110 OAK AVE N, ANNANDALE, MN	DS1IT-16163575-DIV	\$33,852.00
715 4TH ST, INTERNATIONAL FALLS, MN	DS1IT-16738671-DIV	\$30,779.00
440 EAGLE LAKE RD N, BIG LAKE, MN	DS1IT-16367607-DIV	\$27,868.00
208 E COLVIN AVE, WARREN, MN	DS1IT-16736311	\$21,603.00
2860 160TH ST W, ROSEMOUNT, MN	DS1NT-16192734.01	\$6,902.00
2860 160TH ST W, ROSEMOUNT, MN	DS1NT-16192734.02	\$6,902.00
2860 160TH ST W, ROSEMOUNT, MN	DS1NT-16192734.02	\$6,902.00
15140 PER RD, CENTER CITY, MN	DS1IT-16377531-DIV	\$18,686.00
613 3RD AVE, TWO HARBORS, MN	DS1IT-16679665-DIV	\$13,373.00
102 2ND ST NW, ELBOW LAKE, MN (102 S 2ND ST ON DAN CLASS LIST)	DS1NT-24164044.01	\$5,016.66
102 2ND ST NW, ELBOW LAKE, MN	DS1NT-24164044.03	\$5,016.67
102 2ND ST NW, ELBOW LAKE, MN	DS1NT-24164044.02	\$5,016.67
1831 ANNE ST NW, BEMIDJI, MN	DS1-16651718-DIV	\$7,195.00
125 EDWARD ST NE, RED LAKE FALLS, MN	DS1NT-24468157.07	\$677.72
125 EDWARD ST NE, RED LAKE FALLS, MN	DS1NT-24468157.05	\$677.72
125 EDWARD ST NE, RED LAKE FALLS, MN	DS1NT-24468157.06	\$677.72
125 EDWARD ST NE, RED LAKE FALLS, MN	DS1NT-24468157.01	\$677.71
125 EDWARD ST NE, RED LAKE FALLS, MN	DS1NT-24468157.02	\$677.71
125 EDWARD ST NE, RED LAKE FALLS, MN	DS1NT-24468157.03	\$677.71
125 EDWARD ST NE, RED LAKE FALLS, MN	DS1NT-24468157.04	\$677.71
203 7TH ST N, WHEATON, MN	DS1IT-23899514-DIV	\$4,204.00
337 AETNA ST, RUTHTON, MN	DS1-16558024-DIV	\$4,631.00
337 AETNA ST, RUTHTON, MN	DS1-16558023-DIV	\$4,631.00

APPENDIX A – TDM SITES SUBJECT TO THIS AMENDMENT

235 FRANKLIN ST SW, HUTCHINSON, MN	DS1IT-16163576-DIV	\$2,610.00
415 9TH AVE, GRANITE FALLS, MN	DS1NT-24407900.03	\$539.83
415 9TH AVE, GRANITE FALLS, MN	DS1NT-24407900.04	\$539.83
415 9TH AVE, GRANITE FALLS, MN	DS1NT-24407900.06	\$539.85
415 9TH AVE, GRANITE FALLS, MN	DS1NT-24407900.02	\$539.83
415 9TH AVE, GRANITE FALLS, MN	DS1NT-24407900.01	\$539.83
415 9TH AVE, GRANITE FALLS, MN	DS1NT-24407900.05	\$539.83
511 11ST AVE S, MINNEAPOLIS, MN	DS1-16340608-DIV	\$3,530.00
1102 MADISON ST, BRAINERD, MN	DS1-16340608-DIV	\$4,058.00
409 1ST AVE N, FARGO, ND	DS1-16703876-DIV	\$2,878.00
600 E 4TH ST, CHASKA, MN	DS1IT-15384583-DIV	\$1,518.00
320 DR H RUSS ST	DS1NT-24391751.04	\$716.36
320 DR H RUSS ST	DS1NT-24391751.01	\$716.36
320 DR H RUSS ST	DS1NT-24391751.06	\$716.36
320 DR H RUSS ST	DS1NT-24391751.02	\$716.36
320 DR H RUSS ST	DS1NT-24391751.03	\$682.20
320 DR H RUSS ST	DS1NT-24391751.05	\$716.36
303 MINNESOTA AVE, WALKER, MN	DS1IT-16737068-DIV	\$1,447.00
1008 CHAMPAGNE AVE SW, RED LAKE FALLS, MN	DS1-16651716-DIV	\$2,284.00
18 2ND AVE NW, KASSON, MN	DS1-16597622-DIV	\$2,085.00
1008 CHAMPAGNE AVE SW, RED LAKE, FALLS, MN	DS1-16651716	\$942.00
1102 MADISON ST, BRAINERD, MN	DS1-16699904-DIV	\$4,058.00
213 MAIN AVE N BAGLEY, MN	DS1IT-16736370-DIV	\$600.00
511 11TH AVE S, MINNEAPOLIS, MN	DS1-16556798-DIV	\$3,530.00
1008 CHAMPAGNE AVE SW, RED LAKE FALLS, MN	DS1-16556798-DIV	\$1,995.00
22 6TH ST E, MANTORVILLE, MN	DS1IT-16301590-DIV	\$725.00
18 2ND AVE NE, KASSON, MN	DS1-16558453-DIV	\$1,382.00
640 3RD ST SE, MILACA, MN	DS1IT-16290823-DIV	\$665.00

(1) Local access amounts shown do not include port, diversity, backhaul, TSP or NMS charges which are currently being billed at these sites.

APPENDIX B – ETHERNET SERVICES TO SELECT SITES

Street Address	City	Ethernet MRC	Ethernet NRC
410 5TH ST SE, HALLOCK, MN	KITTSOON	\$2,160.00	\$2,835.00
715 4TH ST, INTERNATIONAL FALLS, MN	KOOCHICHING	\$621.75	\$210.00
110 OAK AVE N, ANNANDALE, MN	ANNANDALE	\$594.63	\$0.00
208 E COLVIN AVE, WARREN, MN	MARSHALL	\$787.12	\$210.00
322 N WALLACE ST, IVANHOE, MN*	LINCOLN	\$787.12	\$210.00
322 N WALLACE ST, IVANHOE, MN*	LINCOLN	0	0
322 N WALLACE ST, IVANHOE, MN*	LINCOLN	0	0
322 N WALLACE ST, IVANHOE, MN*	LINCOLN	0	0
322 N WALLACE ST, IVANHOE, MN*	LINCOLN	0	0
322 N WALLACE ST, IVANHOE, MN*	LINCOLN	0	0
203 7TH ST N, WHEATON, MN	TRAVERS	\$621.75	\$210.00
15140 PER RD, CENTER CITY, MN	CHICAGO	\$621.75	\$210.00
440 EAGLE LAKE RD NORTH BIG LAKE MN 55309	WRIGHT	\$905.00	\$19,080.00
613 3RD AVE, TWO HARBORS, MN	LAKE	\$621.75	\$210.00
600 E 4TH ST, CHASKA, MN	CARVER	\$799.00	\$0.00
TOTALS		\$8,519.87	\$23,175.00
*Currently a bonded TDM circuit which upon migration will become a single Ethernet circuit.			



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date:

November 13, 2024

Agenda Item:

**7A. Approval of 2025 MESB
Legislative Platform**

Presenter:

Rohret

RECOMMENDATION

Staff recommend approval of the 2025 MESB legislative platform.

BACKGROUND

In past years, the Metropolitan Emergency Services Board developed a legislative agenda, which was approved by the board. The agenda is traditionally MESB staff and MESB lobbyists' best estimation of items which may arise during the legislative session.

ISSUES & CONCERNS

The 2025 Minnesota Legislative session begins on January 14, 2025.

This year, in consultation with the MESB lobbyists from Larkin Hoffman, the format of the MESB's legislative priorities was changed to a legislative platform. Specific items are included as concepts.

The legislative platform allows for more flexibility to express MESB support or opposition as new bills are introduced. The platform consists of broader policy statements and priorities. At the bottom of the document are specific issues or bills, which will also include information on whether the Board supports or opposes a particular issue.

The Executive Director and the MESB lobbyists will actively monitor bill introductions and will submit letters of support to committees and additional lobbying efforts in accordance with this platform.

FINANCIAL IMPACT

No direct impact except for staff time at the Capitol.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL



METROPOLITAN EMERGENCY SERVICES BOARD

The Metropolitan Emergency Services Board (MESB) supports public safety for the residents of Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, and Washington Counties. This support includes oversight and management of the metropolitan portion of the ARMER radio system; oversight and management of the regional 9-1-1 network and system; and coordination of the regional EMS system.

LEGISLATIVE PLATFORM

9-1-1: To ensure that the state's 9-1-1 systems delivers the kind of accurate and timely service that the residents of Minnesota expect, the MESB supports:

- Adequate funding to support the county and municipal operation of public safety answering points (PSAPs) and the transition to Next Generation 9-1-1, including funds for on-going GIS data maintenance;
- Funding assistance to provide PSAP operational resiliency systems, such as computer-aided dispatch information sharing;
- Updates to the 9-1-1 statutes (Minnesota Statutes Chapter 403) to reflect 9-1-1 network and operational requirements in a Next Generation 9-1-1 system;
- Support standardized training and certification for public safety telecommunicators;
- Changes to the employment classification of public safety telecommunicators from clerical to protective services occupations; and
- Adoption of training requirements and a certification process for public safety telecommunicators.

Allied Radio Matrix for Emergency Response (ARMER): To ensure that all first responders and others engaged in public safety projects are able to communicate in a secure and reliable manner, the MESB supports:

- Adequate funding to support implementation of Advanced Encryption Standard (AES) level encryption, including radio purchase and programming costs;
- Funding to support the purchase and installation of distributed antenna systems in K-12 schools to support ARMER penetration into the schools in the event of active assailant situations; and
- Adequate planning and funding to support the purchase, installation, upgrades, and maintenance of the ARMER system by all system owners.

Emergency Medical Services (EMS): To ensure the administration of a coordinated EMS system in the metropolitan region, the MESB supports:

- Long-term, sustainable funding for regional EMS programs, including funds to augment the declining funds derived from seatbelt fines; and
- Funding of systems to ensure closest unit is dispatched regardless of Primary Service Areas (PSAs) to critical 9-1-1 calls.

Regional Emergency Communications Boards/Statewide Emergency Communications Board (SECB): To ensure the administration of a statewide emergency communication system, the MESB supports:

- Funding allocations to support regional emergency communications/services board governance, in support of SECB activities;
- Open transparent, and robust governance by the SECB over public safety communications systems, including changes to Minnesota Statutes Chapter 403; and
- Funding to provide dedicated staff to the SECB.

2025 LEGISLATIVE AGENDA

The Metropolitan Emergency Services Board has adopted the following positions as its legislative agenda for the 2025 legislative session.

- **Support Investments in ARMER System:** Build on the \$4 million allocated in 2023 and dedicate additional state dollars towards grants for the purchase of public safety radios consistent implementation statewide of AES Encryption.
- **Funding for Statewide Implementation of EMS Mutual Aid Platform:** Funding to implement an EMS Mutual Aid Platform to allow for dispatching of closest units in response to critical 9-1-1 calls, such as cardiac arrests, strokes, and xxxx.
- **Funding for Stop the Bleed Initiative for Schools:** Funding to procure equipment and training for implementing a Stop the Bleed initiative in Minnesota schools. [Determine if metro or statewide initiative & other orgs involved; determine funding request amount]
- **Funding for Secondary PSAP NG9-1-1 Readiness**
- Deadline extension for school mapping



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 7B. Approval of Amendments to
MESB Policy 031 – OPEB
Presenter: Rohret

RECOMMENDATION

The Executive Director recommends the Board approve the amendments to MESB Policies 031 – OPEB.

BACKGROUND

The Metropolitan Emergency Services Board established policies ranging from the succession of Board officers to a gift acceptance policy to an insurance deductible policy. Many of the policies were derived from the Metropolitan 9-1-1 Board and were established 1997-1998; others were approved and implemented later, including after the merger of the Metropolitan 9-1-1 Board and the Metropolitan Radio Board in 2005. Most of the policies were updated after the merger and the creation of the MESB, but the updates primarily focused on the name change and little to no substantive changes have been made. The policies were all reviewed in 2015-2016 and amendments were made to most. Additionally new policies have been created since 2015.

ISSUES & CONCERNS

The Executive Director plans to review all MESB policies every 8-10 years, though policies may be amended or created as needed. The Director plans to conduct this review over the next year; as such, policy amendments will be on many upcoming agendas.

Policy 031 – Other Post-Employment Benefits: the amendments to this policy clarify how MESB staff will determine the amount of reimbursement of health insurance premiums provided to retired MESB employees who were hired before December 13, 2006.

Note: The OPEB policy applies to one current MESB employee, Jill Rohret, as well as two retired former staff members.

FINANCIAL IMPACT

None to the MESB; this aligns with the MESB's budgetary process.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL

Metropolitan Emergency Services Board

Subject: Other Post-Employment Benefits Policy
Number: 031

Effective Date: 01-19-2019
Revision Date: 03-13-2024

PURPOSE: To establish a consistent and understandable Other Post-Employment Benefits (OPEB) policy.

In December 2006, the Board approved a change to its policy on offering OPEB benefits to employees. This change was predicated on changes within Anoka County, which provided payroll and benefit services to the MESB at that time.

Employees hired prior to December 13, 2006 are eligible for Board-funded OPEB benefits upon retirement, including reimbursement of a portion or all of health insurance premiums for the life of the retiree. To receive these OPEB benefits, the employee must carry Board-sponsored health, dental, or life group insurance plans on the employee's last day of employment with the MESB. If the retiree interrupts his/her continuous participation in the Board's health, dental, or life group insurance plans, the retiree's rights to coverage are irrevocably forfeited.

New employees hired on or after December 13, 2006 are not eligible for Board-funded OPEB benefits; these employees are ineligible to receive an employer contribution towards health, dental and life group insurance plans upon retirement. Retired employees hired on or after December 13, 2006 may participate in the Board's OPEB life, health, and dental insurance plans, though they must pay the entire premium for continuation coverage.

Health Insurance

Employees hired prior to December 13, 2006 must have at least ten years of benefit-eligible employment to qualify for contribution from the Board towards group health insurance upon retirement. When the employee qualifies for federally-subsidized health coverage, the Board will contribute the same amount, based on single coverage, described below toward payment of federally-subsidized health and/or supplemental health coverage.

Years of Benefit Eligible Service	Individual Health Insurance Coverage
10 – 15 years	One-half of the employer's contribution for single coverage.
16 years and beyond	Full amount of the employer's contribution for single coverage.

In no circumstances will the Board's reimbursement exceed the cost of the retiree's health insurance.

To receive health insurance premium reimbursement, the retiree must annually submit proof of payment of health insurance premiums to the Board. Board staff will consult with Anoka County to determine the amount it provides based on current health insurance provider rates to retirees that either remain on the County's plans or the amount it provides to retirees with Medicare Parts A & B. The amount will be adjusted annually in the same manner it is adjusted for Anoka County employees.

Life Insurance

Metropolitan Emergency Services Board

Subject: Other Post-Employment Benefits Policy
Number: 031

Effective Date: 01-19-2019
Revision Date: 03-13-2024

Retirees hired before December 13, 2006 with at least ten years of interrupted or uninterrupted benefit-eligible Board service will receive a one-time payment of \$1,000 for life insurance benefits, which will be paid one year after retirement when the first OPEB health insurance benefit is paid.

Dental Insurance

A retired employee may continue on the Board's dental insurance plan in place at the time of retirement. Retirees who elect to do so must pay the entire premium.



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 7C. Approval of the 2025-2026
Lease with MMCD for Office Space
Presenter: Rohret

RECOMMENDATION

The Executive Director recommends approval of the 2025-2026 lease with Metropolitan Mosquito Control District (MMCD) for office and storage space.

BACKGROUND

MMCD owns and manages the Metro Counties Government Center building, from which the MESB leases office and storage space, as well as meeting rooms. The current lease is January 1, 2023 through December 31, 2024.

ISSUES & CONCERNS

MMCD initially informed MESB of the intent to increase the rent for the 2025-2026 lease by three percent, which was mentioned during the June and July MESB meeting cycle in budgetary discussions. Staff was directed to see if any leased space could be given up due to staff continuing to work in hybrid fashion.

In August, the MESB relinquished one office to MMCD with an associated rent reduction for September-December 2024. By the end of 2024, two cubicles will be released as well. Most of MESB's GIS staff work from home and come into the office monthly to renew ESRI licenses. As such, these staff members will work in co-working spaces when in the office. Lastly, MESB has given up storage space for which it paid as well.

MESB Counsel has reviewed the lease agreement and offered suggestions which were adopted by MMCD.

FINANCIAL IMPACT

The rent amount included in the preliminary 2025 budget is higher than what is included in the lease. Over October, staff will determine if the reduction is enough to make substantive changes to MESB member assessments; if so, a revised budget will go before the Board in November.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL

LEASE

This lease, entered into as of the first day of January 1, 2025, between Metropolitan Mosquito Control District; a government corporation (hereinafter called "Lessor") having an address of 2099 University Avenue West, St. Paul, Minnesota 55104-3431 and the Metropolitan Emergency Services Board, a Minnesota joint powers organization (hereinafter called "Lessee"), having an address of 2099 University Avenue West, St. Paul, Minnesota 55104.

1. DEMISE: Lessor leases to Lessee and Lessee leases from Lessor the following: the office space described in the attached document marked as Exhibit "A" and made a part hereof (the "Office Space"), located at 2099 University Avenue West, St. Paul, Minnesota. In addition, Lessee shall have the right, in common with Lessor and those lawfully claiming under Lessor, to use the driveways, sidewalks, parking areas, entryways, staircases, elevators, lavatories, and other common facilities on the Land and the Building (the "Common Areas"). See (Exhibit "B").

2. TERM: To have and hold said Office Space together with all rights, easements, privileges and appurtenances thereunto belonging (all of which are hereinafter collectively referred to as the "Premises") unto Lessee for a term commencing January 1, 2025, the date that the Lessee takes possession of the Premises (the "Commencement Date") and ending December 31, 2026.

3. OPTION TO RENEW: It is agreed that Lessee is granted the option to renew this lease under the same terms and conditions, or modified terms and conditions as the Lessee and Lessor may mutually agree to, for additional periods agreed to.

To exercise said option Lessee must notify Lessor in writing no later than thirty (30) days before the expiration of this lease.

4. USE OF PREMISES: The Premises shall be used and occupied by Lessee for general office and for public meetings. Lessee shall be entitled to use the Board room in the Building, at no additional cost and shall have priority over non-tenants for scheduling use of the Board room.

5. RENT: Lessee covenants to pay Lessor, without demand, rent for the Premises in monthly payments of: \$1,848.00, for the period from January 1, 2025, through December 31, 2026. Lessee and Lessor agree that they may, from time to time, share resources for their mutual benefit, and that any charges that they agree to for any items shared will not be part of this lease, but may be added to or subtracted from lease invoices for purposes of simplified payment.

6. BUILDING SERVICES: Lessor shall furnish Lessee the following services:

A. Maintenance, repair, cleaning/custodial/janitorial services including trash removal and snow and ice removal for Building and Land, the Common Areas and the Premises.

B. Heat and air conditioning service throughout the year for the Building and the Premises to the extent required to maintain comfortable interior temperatures, proper humidity and ventilation.

C. Public toilet facilities on each floor of the Building.

D. Gas, electricity and water (in the event gas, electricity or water rates are increased during the terms of this lease or its renewal, Lessee agrees to pay its proportionate share of any increase), which shall be payable as additional Rent.

Lessor shall make such repairs or replacements to Building utility distribution lines and other facilities as may be required to restore any such service interrupted or suspended. In the event of an interruption or suspension of, or fluctuation in, any Lessor provided building service which continues for a period of five (5) or more consecutive days of Lessee's normal business operation and which, in the opinion of Lessee deprives Lessee of beneficial occupancy of the Premises, Lessee shall have the right to provide such substitute service at the sole cost, risk, and liability of Lessor, but such cost, risk, and liability is not to exceed the rents payable for the applicable period, and Lessee may deduct the actual cost thereof from the next payment(s) of rent.

7. LOSS OR DAMAGE TO PROPERTY: All personal property belonging to Lessee or any other person located in or about the Premises or the Building shall be there at the sole risk of Lessee or such other person, and neither Lessor nor Lessor's agents or employees shall be liable for the theft or misappropriation thereof, or for any damage or injury thereto, or for the death or injury of Lessee or any other persons or damage to property

caused by water, snow, frost, steam, heat, cold, dampness, falling plaster, explosions, sewers or sewage, gas, odors, noise, the bursting or leaking of pipes, plumbing, electrical wiring, and equipment and fixtures of all kinds, or by any act or negligence of other tenants or occupants of the Building, or of any other person, or caused in any other manner whatsoever, unless the same shall proximately result from the negligence of Lessor or Lessor's agents or employees or from failure of Lessor to perform its obligations hereunder.

8. HOLDING OVER: Should Lessee remain in possession of the Premises after the expiration of the term of this lease as the same may have been extended, then, unless a new agreement in writing shall have been entered into between the parties hereto, Lessee shall be a tenant from month to month. As such, Lessee shall be required to give a sixty (60) day notice before vacating the Premises. Such tenancy shall otherwise be subject to all of the covenants and agreements of this lease, at a monthly rental equal to the last monthly installment of rent payable hereunder.

9. ASSIGNMENT AND SUBLETTING: Lessee shall not assign, mortgage, hypothecate or convey this lease or any interest therein, or sublet the Premises or any part thereof, without in each case the prior written consent of Lessor which shall not be unreasonably withheld or delayed. Lessor hereby consents to the transfer of Lessee's interests hereunder to a successor organization; provided, however, that such transferee shall assume the duties and obligations of Lessee hereunder, and provided, further, that Lessee shall not be relieved of liability, therefore.

10. SURRENDER: At the expiration of the term hereof, Lessee shall quit and surrender the Premises, together with all installations, improvements, and alterations (including partitions) which may have been installed by Lessor or Lessee (except Lessee's property as provided for in Paragraph 12 below), broom clean and in as good condition as when possession was accepted by Lessee; reasonable use, wear and tear, loss or damage by fire, the elements or other casualty and taking by eminent domain excepted. If Lessee fails to remove Lessee's equipment that it has a right to remove from the Premises within thirty (30) days of the date Lessee is required to surrender the Premises, Lessee shall be conclusively presumed to have abandoned the same, and ownership thereof shall forthwith vest in Lessor without payment or credit to Lessee. If Lessee fails to remove said equipment at the expiration of the term hereof, Lessee shall be responsible for payment of rent on a per diem basis for so long as said equipment remains on the Premises, for up to thirty (30) days.

11. USE OF PREMISES BY LESSEE: Subject to the obligations of Lessor set forth in Paragraph 6 above, Lessee shall take good care of the Premises and the fixtures and improvements therein and will not sell or store therein any spirituous, malt or vinous liquors, or any narcotic drugs; will not make or permit any use of the Premises which is forbidden by ordinance, statute or government regulation or which may increase the premium cost of, or invalidate, any policy of insurance carried on the Building or covering its operation, and will comply with, the Rules and Regulations, if any. Lessee shall give prompt notice to Lessor in case of fire or accident in the Premises or of any defects, damage or injury therein or to any fixtures or equipment.

12. LESSEE'S PROPERTY: Lessee shall have the right to place in the Premises at such locations therein as Lessee may from time to time determine, Lessee's furniture, trade fixtures and business office machines and equipment. Such personal property shall be and remain the property of Lessee, and may be removed, replaced or supplemented by Lessee, at any time during the lease term, upon its expiration or upon its earlier termination in any manner; Lessee, however, agreeing to repair at Lessee's expense any damage to the Premises and the Building caused by such placement or removal.

13. UNTENANTABILITY: If the Premises shall be partially damaged by fire or other casualty, acts of God or other cause, and such damage can reasonably be repaired within sixty (60) days after such damage occurs, then this lease shall remain in full force and effect and the damage to the Premises shall be promptly repaired by the Lessor within such period. Rent shall be abated until such repairs are completed and full possession of the Premises is restored to Lessee on a per diem basis proportionate to the extent and for the period that the Premises are unfit for occupancy. Provided Lessor commences promptly and proceeds diligently with such repair, Lessor shall incur no liability on account of any delay in the completion of such repairs which may arise by reason of labor difficulties or any other cause beyond Lessor's control. If the Premises or the Building are made unfit for occupancy by fire or other casualty, acts of God or other cause, to the extent to which such cannot reasonably be repaired within sixty (60) days after such casualty, Lessor and Lessee shall each have the right to elect to terminate this lease as of the date when the Premises or the Building are so made unfit for occupancy, by written notice to the other within fifteen (15) days after that date. If this lease is not so terminated, Lessor shall repair, restore, or rehabilitate the Premises and the Building at Lessor's expense within ninety (90) days after the damage, and rent shall be abated on a per diem basis proportionate to the extent and for the period that the Premises or the Building are unfit for occupancy. In the event Lessor shall not substantially complete the work within said 90-day period, Lessee shall again have the right to elect to terminate this lease, as of the date of such damage, by written notice to Lessor not later than ten (10) days after the expiration of said 90-day period. Rent shall continue to be abated on a per diem basis to the extent and for the

period that the Premises or the Building are unfit for occupancy. In the event of termination of this lease pursuant to this paragraph, rent shall be apportioned on a per diem basis to and including the date Lessee surrenders possession of the Premises.

14. **EMINENT DOMAIN:** If the whole or any part of the Premises, the Building or the Land shall be appropriated, condemned, taken or otherwise acquired by any public or quasi-public authority under the power of eminent domain, condemnation or other proceedings (a "Taking"), and, in the opinion of Lessee, such Taking makes it impractical for Lessee to continue beneficial occupancy of the Premises, then Lessee shall have the right and option to terminate this lease by giving written notice to Lessor within sixty (60) days next following notice for such Taking, in which event this lease and the estate hereby created shall terminate and wholly expire on the earlier of the date legal title shall vest in the appropriator, or, condemner or the date following Lessee's notice of termination on which Lessee surrenders possession of the Premises, and all rent shall be prorated and adjusted as of said date. In no event shall Lessee have any claim against Lessor by reason of any Taking; provided, however, that Lessee hereby reserves the right to any award or compensation separately recoverable for loss of business, moving, and relocation expenses or otherwise.

15. **DEFAULT:** If the rent or any part thereof shall at any time be in arrears and unpaid, and shall so remain for twenty (20) days following written notice by Lessor to Lessee, or if Lessee shall fail to keep and perform any of the other covenants, agreements or conditions of this lease on its part to be performed within thirty (30) days following written notice of such default, except that Lessee shall not be in default hereunder if such performance shall require more than thirty (30) days to complete and Lessee undertakes such performance within such period and proceeds with completion of such performance or if Lessee shall abandon or vacate the Premises during the term hereof, or if the interest of Lessee in the Premises shall be sold under execution or other legal process; then, in any such event, Lessor may enter in and upon the Premises and again have and repossess and enjoy the same as if this lease had not been made, and thereupon this lease and every obligation herein contained on the part of Lessee to be kept and performed shall cease, terminate and be utterly void; without prejudice, however, to the right of Lessor to recover from Lessee or its successors or assigns all rent due up to the time of such entry. The commencement of a proceeding or suit in forcible entry and detainer or in ejectment or otherwise, after any default by Lessee, shall be equivalent in every respect to actual entry by the Lessor. In case of any such default by Lessee and entry by Lessor, Lessor shall use best efforts to relet the Premises for the remainder of said term for the highest rent obtainable and may recover from Lessee any deficiency between the amount so obtained and the amount of rent hereinbefore reserved.

16. **QUIET ENJOYMENT:** Lessor and heirs, personal representatives, successors and assigns do hereby warrant that it/he/she/they have good and marketable fee simple title to the Land and Building and have the lawful authority to make this lease and shall defend the Lessee in the quiet enjoyment and peaceable possession of the Premises during the term of this lease and any extension thereof against the claims of all persons whatsoever.

17. **SIGNS:** Lessor, at its expense, shall provide a sign in the parking lot and a sign at the front entrance of the Premises identifying the Building as the offices of the Metropolitan Emergency Services Board. Lessor, at its expense, shall install signs on the doors or walls outside of any rooms which are included in the Premises, identifying the Premises as the offices of the Metropolitan Emergency Services Board. Lessee may place meeting notices on the bulletin board in the lobby area of the Building. Lessee may also place temporary signs near the Board room on those days the Board room is used by Lessee.

18. **LIABILITY:** Lessor and Lessee agree that each will be responsible for its own acts and the results thereof, to the extent authorized by law, and shall not be responsible for the acts of the other and the results thereof. The liability of each shall be governed by the provisions of Minnesota Statutes Chapter 466.

19. **WAIVER OF SUBROGATION:** Lessor and Lessee each hereby release the other and their respective agents, officers, and employees, from any claim for damage or destruction to the Premises, the Building or the contents thereof belonging to either, or for business interruption of either, caused by fire or other peril usually covered by fire, extended coverage vandalism and malicious mischief insurance in the amount of the full replacement cost thereof, whether or not such insurance is maintained and in effect, and whether or not any proceeds of insurance are recoverable thereon, whether the loss shall be due to the negligence of either of them or otherwise. It is further agreed that this release or consent thereto shall be included (to the extent same is permitted by the chosen carrier and/or is legally effective) in any insurance coverage carried by either party on the Premises, the Building or property situated therein so that this release shall be binding upon the respective companies carrying such insurance on the Premises, the Building or the contents thereof.

20. **INDEPENDENT CONTRACTOR:** It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of a joint venture or partnership between the parties hereto or as constituting the Lessor as the agent, representative or employee of the Lessee for any

purpose or in any manner whatsoever. Lessor is to be and shall remain an independent contractor under this Agreement.

21. RECORDING: If either of the parties hereto desires to record this lease, Lessor and Lessee agree to execute a Memorandum of this lease, which Memorandum of Lease may then be recorded in the Office of the County Recorder of the county in which the Land and Building are located, at the expense of the party desiring recordation.

22. PARAGRAPH HEADINGS: The paragraph headings appearing in this lease are inserted only as a matter of convenience and for reference purposes, and in no way define, limit or describe the scope and intent of this lease, or any paragraph hereof, nor in any way affect it.

23. NOTICES: All notices which may be necessary or proper for either party to serve upon the other shall be effectively served if sent by certified mail, return receipt requested, to the parties hereto at the address set forth in the caption of this lease or at such other address of which one party may so notify in writing the other from time to time.

24. ENTIRE AGREEMENT: This lease contains the entire agreement between the parties hereto and shall not be modified in any manner except by an instrument in writing executed by said parties or their respective successors or assigns in interest.

IN WITNESS WHEREOF, Lessee and Lessor have executed triplicate counterparts of this lease on the day, month and year first above shown.

Lessor: METROPOLITAN MOSQUITO
CONTROL DISTRICT

Lessee: METROPOLITAN EMERGENCY
SERVICES BOARD

By: _____
Fran Miron, Chair

By: _____
Mai Chong Xiong, Chair

Arleen Schacht, Business Administrator

Date: _____

Date: _____

Approved as to form:

Approved as to form:

MMCD Counsel

MESB Counsel

Date: _____

Date: _____

EXHIBIT "A"

Upper Level

Four (4) offices, #'s 222, 223, 224 & 225.	586 sq. ft.
Rm 227 conference room	396 sq. ft.
Rm 228 break/work room	120 sq. ft.
Rm 229	198 sq. ft.
Rm 221	182 sq. ft.
Admin Support Cubicle (portion of 230)	144 sq. ft.

Lower Level

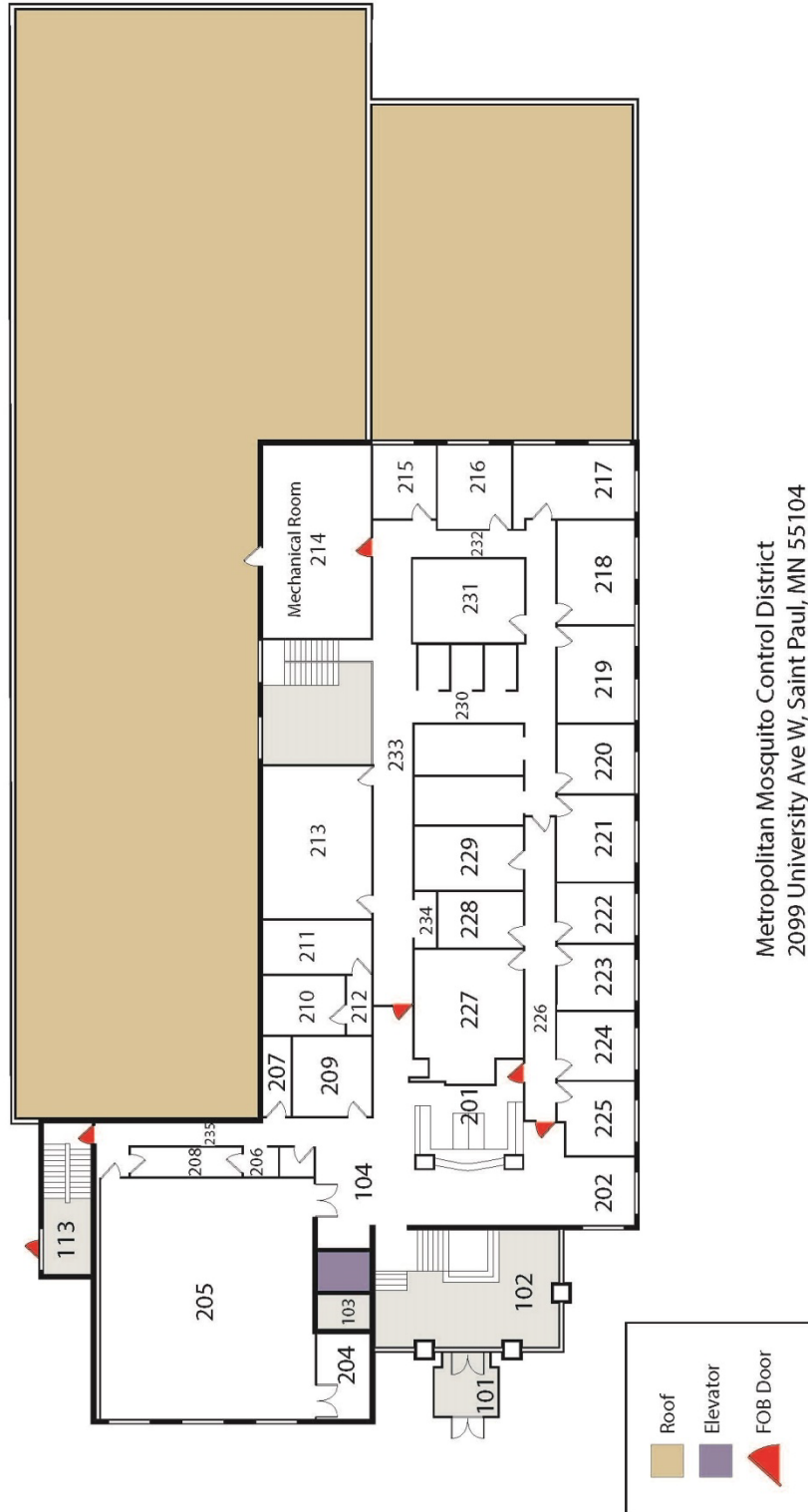
Rm 117 Garage Storage	209 sq. ft.
Rm 119 Garage Storage	247 sq. ft.
Rm 115 Pallets/shelving	48 sq. ft.
Trailer and generator storage	472 sq. ft.
Total	2,602 sq. ft.

Note: See Exhibit "B" for room locations in St. Paul Building.

EXHIBIT "B"

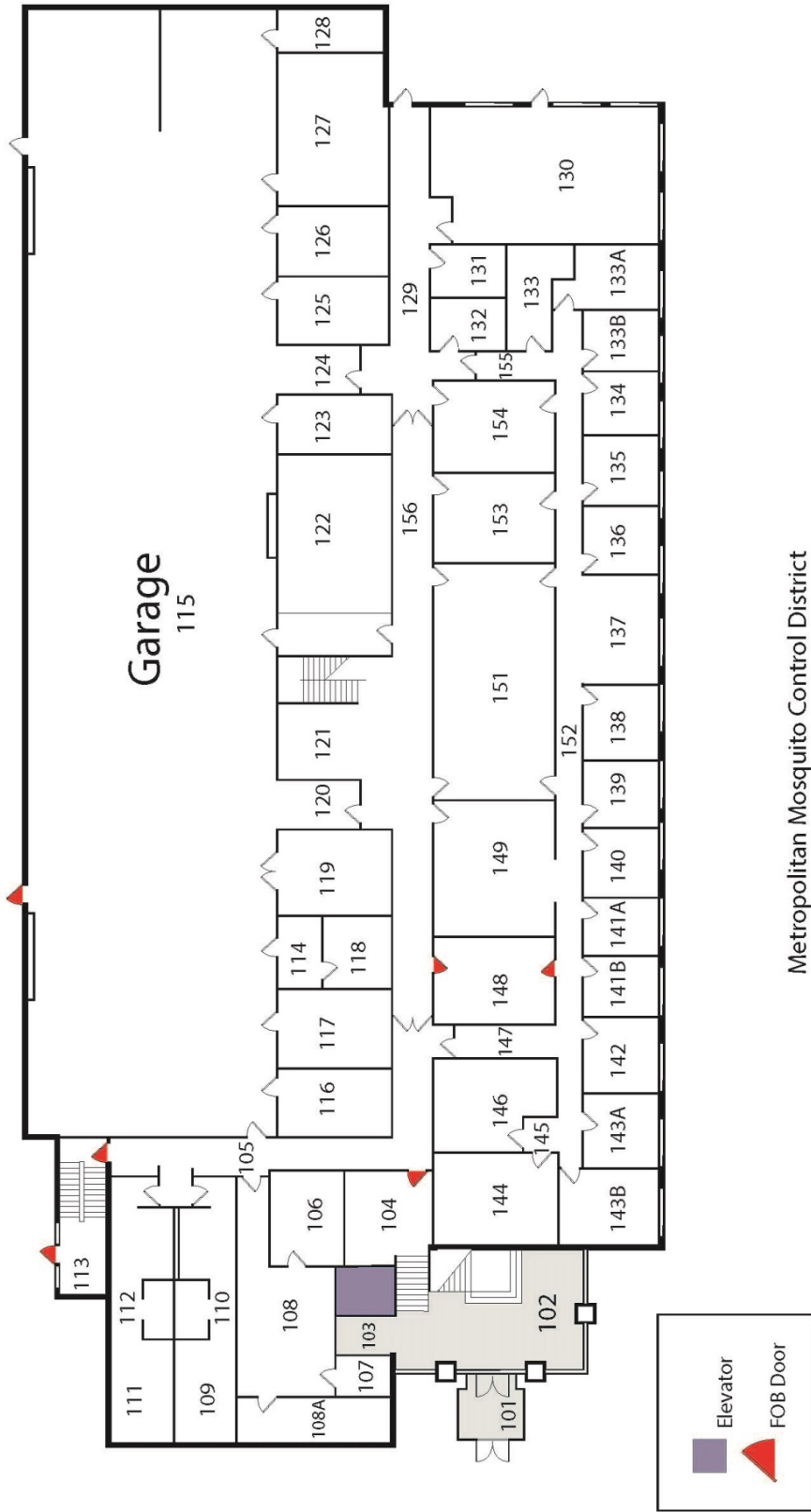
Building plan (room layout): 2099 University Avenue West, St. Paul, MN 55104

Upper Level



Metropolitan Mosquito Control District
2099 University Ave W, Saint Paul, MN 55104

Lower Level



Metropolitan Mosquito Control District
 2099 University Ave W, Saint Paul, MN 55104



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 7D. Approval to Execute
Contract for HGAC Membership
Presenter: Rohret

RECOMMENDATION

The Executive Director recommends approval of MESB membership in the Houston-Galveston Area Council (HGAC) cooperative purchasing program.

BACKGROUND

MESB is a member of the State of Minnesota's Cooperative Purchasing Venture (CPV). Cooperative purchasing programs allow for other entities to purchase off contracts negotiated with the program; this can help reduce time spent issuing and evaluating RFPs.

Many Minnesota government entities are members of this program, including Carver, Chisago, Ramsey, Scott, and Sherburne Counties, many cities including the City of Minneapolis, and other governmental agencies such as fire districts and departments, and Dakota 911.

ISSUES & CONCERNS

If the Board approves this request, it will need to execute an interlocal contract for cooperative purchasing with HGAC.

Counsel has reviewed the contract template and has no concerns. Staff will have Counsel review the final document before execution.

FINANCIAL IMPACT

The contract with HGAC requires payment within 30 days. This should not be a hardship for MESB as invoices are paid promptly, often within 30 days.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL



**INTERLOCAL CONTRACT
FOR COOPERATIVE PURCHASING**

ILC
No.: _____
Permanent Number assigned by H-GAC

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and * _____, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at * _____

WITNESSETH

WHEREAS, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on * _____, and that it desires to contract with H-GAC on the terms set forth below;

NOW, THEREFORE, H-GAC and the End User do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

ARTICLE 2: APPLICABLE LAWS

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

ARTICLE 3: WHOLE AGREEMENT

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

The period of this Contract shall be for the balance of the fiscal year of the End User, which began * _____ and ends * _____. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

ARTICLE 5: SCOPE OF SERVICES

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through HGACBuy.com and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

(over)

ARTICLE 6: PAYMENTS

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC’s contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H-GAC contractor.

ARTICLE 7: CHANGES AND AMENDMENTS

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC’s contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 11: VENUE

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:

* _____
Name of End User (local government, agency, or non-profit corporation)

* _____
Mailing Address

* _____
City State ZIP Code

*By: _____
Signature of chief elected or appointed official

* _____
Typed Name & Title of Signatory

* _____
Date

Houston-Galveston Area Council
3555 Timmons Lane, Suite 120, Houston, TX 77027

By: _____
Executive Director

Date: _____

**Denotes required fields*

END USER DATA

Please sign and return the Interlocal Contract, along with this completed form, to H-GAC by emailing it to cpcontractfax@h-gac.com or by faxing it to **713-993-2424**. The contract may also be mailed to:

H-GAC Cooperative Purchasing Program
P.O. Box 22777, Houston, TX 77227-2777

Name of End User Agency: _____ County Name: _____
(Municipality/County/District/etc.)

Mailing Address: _____
(Street Address/P.O. Box) (City) (State) (ZIP Code)

Main Telephone Number: _____ FAX Number: _____

Physical Address: _____
(Street Address, if different from mailing address) (City) (State) (ZIP Code)

Web Site Address: _____

Official Contact: _____ Title: _____
(Point of Contact for HGACBuy Interlocal Contract) Ph No. _____

Mailing Address: _____ Fx No. : _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Authorized Official: _____ Title: _____
(Mayor/City Manager/Executive Director/etc.) Ph No.: _____

Mailing Address: _____ Fx No. _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(Purchasing Agent/Auditor etc.) Ph No.: _____

Mailing Address: _____ Fx No. : _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(Public Works Director/Police Chief etc.) Ph No.: _____

Mailing Address: _____ Fx No. : _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(EMS Director/Fire Chief etc.) Ph No.: _____

Mailing Address: _____ Fx No. : _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

* denotes required fields



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 7E. Approval of Exec. Director Travel Request
Presenter: Rohret

RECOMMENDATION

Staff recommend approval for the Executive Director to travel for the 2025 NENA Standards & Best Practices Conference.

BACKGROUND

Metropolitan Emergency Services Board Policy 007 – Travel requires Board approval of travel requests for the Executive Director.

ISSUES & CONCERNS

The Executive Director seeks approval for one travel request.

The request is for the 2025 National Emergency Number Association (NENA) Standards & Best Practices Conference in Clearwater, Florida. The conference dates are January 12-15, 2025. The conference is geared towards public safety professionals with focus on 9-1-1. It should provide updated information regarding the transition to Next Generation 9-1-1 (NG9-1-1) and NG9-1-1 standards. This travel request is for \$2,335.00.

The request amount includes all travel and registration costs. All efforts will be made to purchase flights at a reasonable cost. Costs included in the travel request are estimates.

FINANCIAL IMPACT

The costs associated with this travel request were included in the 2025 MESB operational budget.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: November 13, 2024
Agenda Item: 7F. Approval of 2025 MESB Meeting Dates
Presenter: Rohret

RECOMMENDATION

The Executive Director recommends Board approval of the proposed 2025 MESB meeting dates.

BACKGROUND

Many years ago, the Metropolitan Emergency Services Board established a regular meeting date of the second Wednesday of each month at 10:00. The Board meets in odd-numbered months, while the Executive Committee meets in even-numbered months.

ISSUES & CONCERNS

In January 2025, the second Wednesday, is January 8, which is the day after the first Tuesday of the month. This means counties will make their appointments to the MESB the day prior to the normal MESB meeting.

This item was briefly discussed at the September 2024 board meeting, and it was suggested that the normal January full board meeting be rescheduled to February 12, which would normally be an Executive Committee meeting. By moving the Board meeting to February 12 will cancel the Executive Committee meeting.

FINANCIAL IMPACT

None to the MESB.

MOTION BY:
SECONDED BY:
MOTION:

PASS/FAIL



2025 MESB MEETING SCHEDULE

Full Board

February 12

March 12

May 14

July 9

September 10

November 12

Executive Committee

April 9

June 11

August 13

October 8

December 10

All meetings are held 10:00 a.m. – 11:30 a.m.

Full Board meets the second Wednesday of odd-numbered months, except for the January/February Board meeting.

Executive Committee meets the second Wednesday of even-numbered months except for February in 2025.