METROPOLITAN EMERGENCY SERVICES BOARD
RADIO TECHNICAL OPERATIONS COMMITTEE AGENDA
March 23, 2022, 1:00 p.m.

This meeting will be conducted online ONLY. The link to join online is
https://metropolitanemergencyservicesboard.my.webex.com/metropolitanemergencyservicesboard.my/j.php?MTID=m6aebcfc4deafcaf73a88efb409b7f420. To join via phone, please call 408-418-9388 and use access code 2557 183 7506. If you are prompted for a password, please use Radio (72346 on a keypad).

1.   **Call to Order** – Committee Chair, Jake Thompson

2.   **Approval of Agenda** – Thompson

3.   **Approval of Minutes of February 23, 2022 Meeting** – Thompson

4.   **Action Items**
     A. Edina Waiver for LMR-53 – Andrew LaVenture
     B. Standard 3.30.0 METCOM Revisions – Tracey Fredrick
     C. New Representative for SECB LMR Committee and STR Workgroup – Fredrick

5.   **Moves, Additions & Changes to the System**

6.   **Committee Reports**
     A. Metro Mobility System Usage Update – Chad LeVasseur/Clay Stenbeck
     B. System Managers Group Update – Ron Jansen
     C. MnDOT ARMER System Update – John Anderson/Tim Lee/Dave Klema
     D. SECB Committees
         i. Steering – Jill Rohret/Fredrick
         ii. LMR – Nate Timm
         iii. WBBA – Rod Olson/Thompson
         iv. IOC & Workgroups
             a. IOC – Thompson/Timm
             b. STR Workgroup – Nick Schatz
             c. COMU Workgroup – Timm/Dan Anderson
         v. IPAWS – Scott Haas
         vi. Finance/Grants Workgroup – Fredrick

7.   **Other Business**
     A. METAC Permission update – Fredrick
     B. METCOM Discussion – Open

8.   **Adjourn**

Reminder: Next meeting scheduled for May 25, 2022 *please note: the April 2022 meeting (originally scheduled for April 27, rescheduled to May 5) will be canceled due to the LMR Encryption Summit

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Radio Technical Operations Committee
February 23, 2022
Draft Meeting Minutes

Member present:

Derek Baas, Sherburne County
Jeff Bjorklund, MAC Airport
Susan Bowler, Carver County
Cory DeMuth, Anoka County
Scott Gerber, MN State Fire Chiefs
Ron Jansen, Dakota County
Curt Meyer, Hennepin County

Rod Olson, Minneapolis
Dan Palmer, Ramsey County
Nick Schatz, Scott County
Bob Shogren, Isanti County
Chuck Steier, U of M
Nate Timm, Washington County
Victoria Vadnais, EMS

Guests: Scott Haas, *Scott County*; Andrew LaVenture, *Edina Fire*; Leslie Sticht, *Met Council*; Clay Stenback, *Metro Transit*; Dave Theis, *U of M*; Scott Wosje, *Northland Business Systems*

MESB Staff: Tracey Fredrick, Jill Rohret, Martha Ziese

1. Call to Order

Ron Jansen, Radio Vice-Chair called the meeting to order at 1:00 p.m.

2. Approval of Agenda

Nick Schatz asked that the repeat inhibit topic for METAC talkgroups be added to Discussion items.

Motion (DeMuth/Vadnais) to approve the February 23,2022 amended agenda.

3. Approval of November 17,2021 Minutes

Ron Jansen asked that #5 of the January 26, 2022 minutes be altered to read that the St. Paul Park water tower is not in Dakota County.

Motion (Olson/Shogren) to approve the January 26,2022 amended minutes.

Approval of Agenda/Minutes

Name	Entity	Yes	No
Baas	Sherburne	X	
Bjorklund	Airport	X	
Bowler	Carver	X	
DeMuth	Anoka	X	
Gerber	Fire Chiefs	X	
Jansen	Dakota	X	
Meyer	Hennepin	X	
Olson	Minneapolis	X	
Palmer	Ramsey	X	
Schatz	Scott	X	
Shogren	Isanti	X	
Steier	U of M	X	
Timm	Washington	X	
Vadnais	EMS	X	

Total Votes
Yes 14 No 0 Pass

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4. Action Items

A. U of M Participation Plan Amendment

Dave Theis said the U of M is requesting a change to their participation plan by adding an additional MCC7500 console with encryption due to an increase call traffic. This would bring the MCC7500 count to seven. There is an additional laptop connected through an ARMER-approved firewall.

Theis said the U of M is migrating to 100% talkgroups on all law traffic. The U of M is requesting four new talkgroup IDs to support this migration. John Anderson has provided four temporary IDs.

Theis said additionally there is another laptop that is used at the TCF stadium during football games. This laptop is connected directly to the ARMER system through dedicated fiber. Cryptor modules will be needed for both of those laptops.

Theis confirmed to Ron Jansen that the encryption was going to be DES-OFB.

Motion (DeMuth/Bjorklund) to approve the U of M Participation Plan amendment.

B. COMU Position Recognition

Tracey Fredrick said Nate Timm has submitted paperwork to renew three positions: COML COMT, and AECS. Fredrick recommends approval to send this request on to the COMU workgroup and the Interoperability Committee.

Timm said the COMU workgroup only meets every two months and they did approve recognition at last week's meeting contingent on the Radio TOC approval.

Motion (Bjorklund/DeMuth) to approve renewal positions for COMU, COMT, and AECS positions for Nate Timm.

Roll call for Action items 4.A and 4.B

Name	Entity	Yes	No
Baas	Sherburne	X	
Bjorklund	Airport	X	
Bowler	Carver	X	
DeMuth	Anoka	X	
Gerber	Fire Chiefs	X	
Jansen	Dakota	X	
Meyer	Hennepin	X	
Olson	Minneapolis	X	
Palmer	Ramsey	X	
Schatz	Scott	X	
Shogren	Isanti	X	
Steier	U of M	X	
Timm	Washington	X	
Vadnais	EMS	X	

Total Votes
Yes 14 No 0 Pass

5. Moves, Additions & Changes to the System

Timm said work continues on the St. Paul Park water tower. MnDOT will have its temporary 100-foot tower deployed. The tower is not set up yet, but the plan is to put in two or four-foot dishes. There will be three antennas and two microwave dishes.

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6. Committee Reports
A. Metro Mobility System Usage Update
Clay Stenbeck said numbers remain same/low.

B. System Managers Group Update
Ron Jansen at this morning's meeting Marcus Bruning indicated the state wanted to slow down encryption discussions and make sure interoperability and usage out of the current DES-OFB purchases. A summit meeting is planned to discuss encryption and change management. The meeting will be a day or a day and a half, the first or second week in May.

Jansen said the RXS changes are still going on with Zone 3 being scheduled for next Tuesday and Zone 4 next Thursday. Zones 5 and 6 will be two weeks after. The Log 4J which are the updates to the dispatch centers are done. Bart sticks can be updated and fixed remotely. There was a Zone 1 outage last Friday morning, and there were 3 red x's on the consoles in the afternoon due to MnDOT testing ethernet back haul.

Jansen said Repeat Inhibit has been discussed and tested and seems like it is working fine.

Jansen said data collection for the encryption in radios was discussed. An estimate of $4,500.00 per radio came out to $55,555.00. The deadline is March 7 to get the information back.

Jansen said MnDOT is going to take a first pass site capital improvement type items to include generators dc power, etc. That information will go back to SMG for discussion.

Jansen said other items of discussion included Critical Connect, AMF, OTAR and potential LTR connections.

C. MnDOT ARMER System Update – No Report

D. SECB Committees
i. Steering – No Meeting

ii. LMR
Nate Timm said the February meeting topics consisted of the BCA talkgroup request, Scott County ARMER Participation Plan change, Dakota County state-wide permission request, Brown County additional IDs request, Pierce County WI Sheriff's Office additional radios and talkgroups to accomodate three-year growth, Task Force 1 request for state-wide access.

iii. WBBA
Rod Olson said at the WBBA in February, AT&T announced they were looking to form some focus workgroups on data sharing topic for secure mobile applications. They may have some small group break out sessions at the Minnesota Communications Conference.

Olson said the Red Lake sites where AT&T will build were discussed. SCIP goals were discussed. There was more discussion on broadband. Operation Safety Net is to have an in-depth report at the March meeting.

Olson said Member-at-Large and other vacancies were discussed.

iv. IOC & Workgroups
a. IOC – No Meeting

b. STR Workgroup
Curt Meyer said discussed at the February meeting was the tower trailer inventory and preventative maintenance sheet.

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Meyer said a replacement is needed for his position on the STR workgroup. He will send that information to Fredrick for election at the next Radio TOC.

c. COMU Workgroup
Timm said the Interoperability COMU workgroup met in February. An initial request was approved for Adam Vnuk for COMT and renewals were approved for Ron Jansen, Ace Bonnema and Nate Timm. There was some discussion with John Dooley on updates to the MnFOG.

v. IPAWS – No Meeting

vi. Finance/Grants Workgroup
Fredrick said there was a lengthy conversation on the Backer bill. Finance is waiting for the grant contract to be signed. The grants workgroup had questions about the CPE and GIS grants that is wrapping up next month. The SECB grant has also been received; needs to be signed to complete.

7. Other Business
A. METAC Permission update
Fredrick said there have been no new requests.

B. METCOM Discussion – no discussion

C. ARMER Radio Inventory
Fredrick said the Finance Committee request for this inventory had a short turnaround. The surplus funding request is due March 7.

Jill Rohret said the House heard the Backer bill yesterday. That bill was laid over for possible inclusion in a supplemental public safety budget bill. The MESB met with both the Chair of the Senate Public Safety Committee and Senator Limmer from Maple Grove. Senator Limmer was largely supportive of the bill. It was suggested there be a meeting with Senator Rosen who will be putting in the budget targets.

Olson said he is concerned with dollar amount for the mobiles.

Rohret said she was not sure what the Finance Committee's plans were; whether they would take an average price and divide the number of radios. To begin, since it will go through a grant process, Rohret recommended that each agency apply for what they need.

Olson said he was leaning i to what his last quote was which is about $2000.00.

Rohret said the letter is just a guideline. It can be edited if you are sending to the legislature.

D. April 2022 Radio TOC Meeting
Fredrick said the April meeting coincides with the last day of the Public Safety conference. Thursday, May 5 at 1:00 pm appears to be the best date to guarantee a quorum.

Jansen suggested that the March 2022 TOC meeting may need to start 15-30 minutes late if he needs to chair. It is possible that Chair Thompson will be absent for the March meeting. Fredrick will confirm with Chair Thompson if he will be at the March meeting.

E. Repeat Inhibit – added agenda item
Nick Schatz said there will need to be database synchronization if the Repeat Inhibit option is implemented. This discussion might prevent issues in the future.

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Jansen said Dakota County had removed this feature from all of their talkgroups, but added it back on after one of the upgrades. It was mistakenly pressed by one of the console positions. Jansen thinks it is a good idea to disable it on the regional talkgroups. The question is should it fall under change management.

Theis said other parameters in that profile that would elevate this to change management. If there was ever a reason why an emergency call needs to come in on a regional or statewide talkgroup, then this should be decided by the entity which owns the talkgroup. It is likely not to, but those are parameters that are set in the profile. There have been times over the years where a radio has been mis-programmed and an emergency call comes in through a regional or statewide talkgroup and console have no way to clear or silence that alarm.
Emergency could be disabled in this profile by default. There are also parameters called Critical Resource Select and Inbound Call Indicator. If Call Indicator gets turned off on a console, it is unable to be patched.

Theis suggested that this discussion is taken to the next level.

Jansen said he recommends putting together a workgroup together. Rod Olson, Ron Jansen, Nick Schatz, Dave Theis, Mike Parker volunteered to form this workgroup.

Jansen and Fredrick thanked Curt Meyer for his service on the Radio TOC.

8. Adjournment @1:50 PM

Radio Services Coordinator Tracey Fredrick
Metropolitan Emergency Services Board
2099 University Ave West
St. Paul, MN 55104

Coordinator Fredrick:

The City of Edina is requesting a modification to our ARMER Participation Plan to permit operations in accordance with SECB Standard LMR-53: Foreign Radio System and Non-ARMER Radio Connections.

The City of Edina requests the ability to establish up to six (6) "permanent or enduring radio frequency (RF) interface[s]" between Edina owned talkgroups and LTE devices by utilizing donor radios and radio gateways. This LMR-53 request will apply to all City of Edina ARMER users/departments as covered by our participation plan (Police, Fire, PSAP, Public Works, and other authorized users).

In accordance with LMR-53, donor radios will be on the ARMER approved radio list and comply with the LMR-53 programming requirements. Hennepin County Sheriff's Office provides radio programming services for the City of Edina and will assist in meeting LMR-53 donor radio programming specifications. Donor radios will affiliate with the Hennepin East/West subsystems and no significant additional ARMER system loading is anticipated with this request. Radio Gateways utilized will be provided by JPS Interoperability Solutions. Radio gateways will have the ability to be locally or remotely disabled by approved Edina gateway administrators.

Edina City departments may choose PTT applications (apps) that meet their operational requirements so long as they integrate with JPS Interoperability Solutions gateway devices. PTT application system administrators for the City of Edina will have the ability to enable/disable individual users as well as each user's ability to access radio gateway channels/talkgroups via the PTT application.

Should there be any questions or concerns, please don't hesitate to reach out.

Respectfully,

Andrew LaVenture
Communications Unit Leader
Edina Fire Department
952-826-0343
alaventure@EdinaMN.gov

Metro Region ARMER Standards

Section 3 – Metro 3.30.0 METCOM
Date Established   **5-02-07**
Date Revised/Reviewed   2-16-22~~2-14-20~~

1. **Purpose or Objective**
   To establish guidelines and procedures for the use of the 800 MHz **METCOM** talkgroup.

2. **Technical Background**
   - **Capabilities**
     The **METCOM** talk group is a metro region-wide talk group intended to facilitate communications between metro region Public Safety Answering Points (PSAPs)~~dispatch centers~~.

   - **Constraints**
     This Standard strives for consistency among all metro region agency ~~dispatch centers~~PSAPs and also serves to minimize usage conflicts when multiple incidents may be occurring simultaneously within the metro region area.

3. **Operational Context**
   The **METCOM** talkgroup is to be used for day-to-day interagency urgent or emergency mutual aid situations. It is also a means for hailing another ~~dispatch center~~PSAP, to re-direct non-emergency communications to an alternative talkgroup of their choice.

4. **Recommended Protocol/Standard**
   Emergency Communications shall be defined, for these purposes, as those communications necessary to reduce the time factor when intervening in a life-threatening situation or a large-scale property damage situation.

   Emergency communications shall have priority over all other types of communications. Those emergency communications shall include, but not necessarily be limited to:

   - Any situation where human life may be in danger of great bodily harm or death.
   - Situations where property damage occurs, or very possibly could occur, on a large scale and immediate action is necessary to restore order or prevent further damage or harm.
   - Any emergent situation when a dispatcher must provide essential information to multiple agencies at once**.**

   Non-emergency communications shall be defined as any communications where the probability of a life-threatening or large-scale property damage situation does not exist but no other reasonable means of communication between users is available.

   Non-emergency communications include, but are not limited to:
   - Loss of telephone systems and the need to relay call information on a temporary basis.
   - A need to direct short announcements to more than one agency to expedite essential communications.
   - Use during emergent need only; no daily monitoring on subscriber radios and/or consolettes.
   - Can be used for communications when a console dispatch site loses network connectivity until restored.

TG Requirements	For Whom?
Mandatory	All Region ~~Dispatch Centers~~PSAPs and all network connected deployable consoles
Highly Recommended	~~EOCs, Incident Command Centers~~ None
Optional	None
Not Allowed	~~Any m~~Mobile~~,~~ ~~and~~ Portable Radios and control stations (waiver only)

Cross Patch Standard	YES/NO	To Talkgroup(s)
Soft Patch	NO	NA
Hard Patch	NO	NA

No personnel in any dispatch center shall soft patch the 800 MHz METCOM talkgroups to an 800 MHz trunked talkgroup, RF control station or conventional resource (See Metro Standard 3.24.0). PSAPs with a waiver must not use for daily monitoring on subscriber radios and/or consolettes.

5. Recommended Procedure
Any user transmitting information to another shall:
- Identify by department name and department(s) being called.
- Identify talk~~ ~~group being used "METCOM"
- Identify the type of incident or emergency
- Example: "Minneapolis to Golden Valley and State Patrol on METCOM, pursuit".

6. Management
~~Dispatch center~~PSAP ~~ ~~managers for agencies on the metropolitan region of the ARMER system shall ensure that there is a procedure for the use of the METCOM talkgroup in the ~~dispatchcenter~~ PSAP for which they are responsible.

~~Dispatch center~~PSAP ~~operators~~ telecommunicators shall receive initial and continuing training on the use of this procedure.

The system managers and administrators will be responsible to see that this policy is implemented as defined in the system standards manual. Identified issues and concerns will be brought to the monthly Radio Technical Operations Committee meeting for resolution.

Metro Mobility Usage
(Hours:Mins:Secs)
2022

Month	City Center	Anoka (Lino Lakes)	Dakota	Norwood	Hastings	North Branch	Hennepin West	Overall
January	53:36:06	27:47:09	28:13:09	9:57:03	35:21:22		17:49:33	172:44:22
February	57:03:36	30:50:28	24:58:48	10:50:12	41:05:35		13:14:11	178:02:50
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								

	City Center	Anoka (Lino Lakes)	Dakota	Norwood	Hastings	North Branch	Hennepin West	Overall
Difference since Jan. 12	656:57:50	385:58:45	298:06:15	222:53:22	265:34:15	0:26:46	152:56:51	1982:54:04
Target	150:00:00	75:00:00	75:00:00	75:00:00	75:00:00	0:00:00	75:00:00	525:00:00