METROPOLITAN EMERGENCY SERVICES BOARD
RADIO TECHNICAL OPERATIONS COMMITTEE AGENDA
May 26, 2021, 1:00 p.m.

This meeting will be conducted online (no in-person location). To join online, please go to https://metropolitanemergencyservicesboard.my.webex.com/metropolitanemergencyservicesboard.my/j.php?MTID=m47bf4608337e26e215f8fd3fce00cf95. To join the audio portion only, please call 408-418-9388, use code 182 890 4502. If prompted for a password, use Radio (72346 from touchpad).

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

2. **Approval of Agenda** – Thompson

3. **Approval of Minutes of April 28, 2021 Meeting** – Thompson

4. **Action Items**
   A. COMU Recognitions/Renewals – Tracey Fredrick
      i. Craig Brekke COML Renewal
   B. Hennepin EMS Addition of MCC7500e Consoles – Dave Theis
   C. New Metro Standard for Exercise and Communications Planning – Fredrick
   D. Radio Items for Regional Strategic Plan – Fredrick/Workgroup

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/Mike Mihelich
      iii. WBBA – Rod Olson/Thompson
      iv. IOC & Workgroups
         a. IOC - Thompson/Timm
         b. STR Workgroup - Curt Meyer/Mark VandenBerghe
         c. COMU Workgroup - Timm/Dan Anderson
      v. IPAWS – Scott Haas
      vi. Finance/Grants Workgroup – Fredrick

7. **Other Business**
   A. METAC Permission update – Fredrick
   B. Discussion on Future of Encryption – Open Discussion
   C. Rest of 2021 Meetings – Open Discussion

8. **Adjourn**

Reminder: Next meeting scheduled for June 23, 2021

Metropolitan Emergency Services Board

Radio Technical Operations Committee
April 28, 2021
Draft Meeting Minutes
Meeting Held via WebEx

Members Attendance

Derek Baas, Sherburne County
Jeff Bjorklund, MSP Airport
Susan Bowler, Carver County
Cory DeMuth, Anoka County
Ron Jansen, Dakota County
Chad LeVasseur, Metro Transit – **absent**
Curt Meyer, Hennepin County
Mike Mihelich, Ramsey County

Rod Olson, City of Minneapolis
Nick Schatz, Scott County
Bob Shogren, Isanti County
Chuck Steier, U of M PD – **absent**
Jake Thompson, Chisago County
Nate Timm, Washington County
Victoria Vadnais, Allina EMS – **absent**
Mark VandenBerghe, MN State Fire Chiefs

Guests: Marcus Bruning; *ECN*, Scott Haas; *Scott County (alternate),* Wade Johnson; *Hennepin EMS,* Andrew LaVenture; *Edina Fire*, Clay Stenbeck; *Metro Transit*

MESB Staff: Tracey Fredrick, Jill Rohret

1. Call to Order

Jake Thompson, Radio TOC Chair called the meeting to order at 1:00 p.m.

2. Approval of Agenda

Mike Mihelich moved to approve the agenda for April 28, 2021 meeting. Nick Schatz seconded. Motion carried.

Approval of Agenda roll call

Name	Entity	Yes	No
Baas	Sherburne	X	
Bjorklund	Airport	X	
Bowler	Carver	X	
DeMuth	Anoka	X	
Jansen	Dakota	X	
Meyer	Hennepin	X	
Mihelich	Ramsey	X	
Olson	Minneapolis	X	
Schatz	Scott	X	
Shogren	Isanti	X	
Thompson	Chisago	X	
Timm	Washington	X	
VandenBerghe	Fire Chiefs	X	

Total Votes: 13 Yes 0 No Motion passes

3. Approval of Minutes

Nick Schatz moved to approve the minutes from the February 24, 2021 meeting. Jeff Bjorklund seconded. Motion carried.

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Approval of Minutes roll call

Name	Entity	Yes	No
Baas	Sherburne	X	
Bjorklund	Airport	X	
Bowler	Carver	X	
DeMuth	Anoka	X	
Jansen	Dakota	X	
Meyer	Hennepin	X	
Mihelich	Ramsey	X	
Olson	Minneapolis	X	
Schatz	Scott	X	
Shogren	Isanti	X	
Thompson	Chisago	X	
Timm	Washington	X	
VandenBerghe	Fire Chiefs	X	

Total Votes: 13 Yes 0 No Motion passes

Action Items
4A. COMU Recognitions/Renewals
Tracey Fredrick said that COML renewals are requested for Dan Anderson and Scott Huppert and a COMT renewal is requested for Ky Wagner.

Bob Shogren moved to approve all three COMU renewals. Curt Meyer seconded. Motion carried.

4A. Approval roll call

Name	Entity	Yes	No
Baas	Sherburne	X	
Bjorklund	Airport	X	
Bowler	Carver	X	
DeMuth	Anoka	X	
Jansen	Dakota	X	
Meyer	Hennepin	X	
Mihelich	Ramsey	X	
Olson	Minneapolis	X	
Schatz	Scott	X	
Shogren	Isanti	X	
Thompson	Chisago	X	
Timm	Washington	X	
VandenBerghe	Fire Chiefs	X	

Total Votes: 13 Yes 0 No Motion passes

B. Hennepin EMS Addition of MCC7500e – tabled until May meeting
Motion made by Jeff Bjorklund to table the Hennepin EMS addition of a MCC7500e until next month. Nick Schatz seconded. Motion carried.

4B. Approval roll call

Name	Entity	Yes	No
Baas	Sherburne	X	
Bjorklund	Airport	X	

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Bowler	Carver	X	
DeMuth	Anoka	X	
Jansen	Dakota	X	
Meyer	Hennepin	X	
Mihelich	Ramsey	X	
Olson	Minneapolis	X	
Schatz	Scott	X	
Shogren	Isanti	X	
Thompson	Chisago	X	
Timm	Washington	X	
VandenBerghe	Fire Chiefs	X	

Total Votes: 13 Yes 0 No Motion Passes

C. Metro Encryption Best Practices Guide Adoption

Fredrick said there was a request from local PSAPs and a recommendation from last summer's civil unrest after-action report to create a Best Practices Guide for entities switching over to radio encryption. This is meant to be a guide not prescriptive to how each entity accomplishes that change. The Radio TOC work group recommends changes prior to the cut-over. If approved, this document will be posted on the MESB website.

Curt Meyer said Hennepin County supported this effort. It really made a difference when there was a switch over to encrypted mains at Hennepin County. It is a good step-by-step procedure to go through the process.

Curt Meyer motioned to approve the Metro Encryption Best Practices Guide. Mark VandenBerghe seconded. Motion carried.

4C. Approval roll call

Name	Entity	Yes	No
Baas	Sherburne	X	
Bjorklund	Airport	X	
Bowler	Carver	X	
DeMuth	Anoka	X	
Jansen	Dakota	X	
Meyer	Hennepin	X	
Mihelich	Ramsey	X	
Olson	Minneapolis	X	
Schatz	Scott	X	
Shogren	Isanti	X	
Timm	Washington	X	
Thompson	Chisago	X	
VandenBerghe	Fire Chiefs	X	

Total Votes: 13 Yes 0 No Motion passes

5. Moves, Additions & Changes to the System

Fredrick said that M Health Fairview was to be moved completely onto the ARMER system as of Monday, April 26, 2021.

6. Committee Reports
A. Metro Mobility System Usage Update

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Clay Stenback said ridership is down about 40% depending on the day of the week; with no upticks noticed.

B. System Owners Group Update – no update

C. MnDOT ARMER System Update – no update

D. SECB Committees
i. Steering
Jill Rohret said the Steering Committee met in April. Discussions included how the statewide strategic plan might connect to the regional plans. The Board approved. Committee chairs and potentially one technical expert representing one committee will be invited. All the regional planning sessions have been concluded. Each region will be putting together their plan with the help of ECN. The Metro Region has declined ECN's assistance. That information will be on the May Radio TOC agenda.

ii. LMR
Mike Mihelich said the LMR Committee met in April. Action items included the Egan Fire Waiver, Cass County, North Dakota wide area permissions, State Patrol MCC 7500e request, ARMER system interoperability participation plan for Onalaska Fire Department and Mercy One Airmed. There was discussion on Standard LMR-3; multi-group-talkgroup names. There was a Northeast region talkgroup change request, a Homeland Security and Immigration subscriber increase request, a Rochester/Olmsted County Dispatch request, and a Swift County plan amendment request.

iii. WBBA – no update

iv. IOC & Workgroups
a. IOC – no meeting

b. STR Workgroup – no meeting
Curt Meyer said the chair is asking for direction for the group. Next meeting is June 1st.

c. COMU Workgroup – no update

v. IPAWS
Scott Haas said the workgroup met April 27. Templates are being created that are available for some of the most commonly used messages for emergency wireless alerts. Templates should be available in the next couple of months for Hazmat, civil unrest, flood, and no travel winter storm advisories.

vi. Finance/Grants Workgroup
Fredrick said both groups met in in March and April. The TCPR grant was fully executed and PSAPs are conducting those trainings. The current SECB grant ends in June. ECN has also applied for next year's SHSP grants. Cybersecurity and exercising are high priority. There was a discussion on the FCC strike force, and if Minnesota would be a diversionary state.

7. Other Business
A. METAC Permission update
Fredrick said Cook and Sibley counties were granted access to the clear channels and special permissions for the encrypted channels due to the civil unrest response, though neither county has programmed them. Both entities have been notified if they want permanent permission to submit request to the Radio TOC.

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The City of Owatonna and several other EMS entities have also been granted emergency permissions for civil unrest response with encrypted channels. Others included were Hennepin EMS, North Memorial, M Health, Allina, and Ridgeview, and have also been notified if they want permanent permission to submit request to the Radio TOC.

Ron Jansen asked if the keys get put into the radios or downloaded into the keyloaders. Curt Meyer said Hennepin EMS updated consoles and provided keys for them. North Memorial was provided with access, but they had not responded.

Jansen said the keys need to be kept track of the way Scott County does theirs.

Meyer asked Fredrick if there was a way to verify if an agency has removed the temporary resources.

Fredrick said she will provide emails sent to those entities that states the dates the temporary permissions are to be used. There is not a current process in place to ensure the keys have been removed, outside of what is listed in current standard and talkgroup permissions.

Nick Schatz asked Fredrick if there is a list of who did the programming and has the keys.

Fredrick said she has the list of who requested access, with the assumption many did their own programming or reached out to other metro owners for assistance. Meyer said he will have someone from Hennepin pull out the keys given to Hennepin EMS.

Rohret said that Ridgeview was given permission but did not implement the encryption algorithm. Allina worked with Mike Mihelich but it is thought they did not implement. Rohret said it is not known how Owatonna, Sibley and Cook counties accessed the key. Suggestions for tracking this would be appreciated.

Fredrick said she got a call last week from Dave Theis who was helping M Health. Fredrick told Theis that since the incident was passed, M Health would need to come forward with special requests now. Nate Timm said M Health was loaned a cache radio with ME TAC 12 E and has since returned that radio.

Scott Haas asked if there was any movement on the change management process. Jake Thompson said Metro is following along with the state. Jansen said this was brought up at the LMR, but they are now supposed to be in the financial planning stage. It will probably be several years out before there are changes to the change management process.

Olson said with the newest after-action report, it might be a good time to start the change process over.

Timm said a date has been set for discussions on lessons learned with stake holders. There will be more metro and state TACs encryption discussions.

Marcus Bruning said the will be held in the afternoon of May 13th.

B. Regional Strategic Planning Radio Workgroup
Fredrick said the region has completed their planning sessions. Volunteers are needed to review some of the radio items to develop goals and objectives in the next month, so it can be presented to the Board in July.

Meyer, Jansen and Mihelich volunteered. Fredrick will send a WebEx invite.

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C. METCOM Encryption
Curt Meyer said there have been several operational security discussions since Operation Safety Net and how wide open METCOM is in the metro area. This radio resource should not be in any subscriber radios. However, there are metro subscriber radios being used for recording.

Meyer asked what the group's thoughts were for encrypting this resource.

Jansen said he was for encrypting. It is in the MESB cache radios because there is the potential for using them if PSAP links are down.

Mihelich said he agrees but there needs to be a discussion with all the EMS agencies on a timeline.

Meyer said agencies are going to have to add encryption to consoles, maybe this becomes the pathway to the AES algorithm.

Jansen said some of the VPMs that have been loaded only have DES; this could impact PSAPs differently.

Olson said perhaps a temporary solution would be that recordings could only be allowed centrally as an AES.

Thompson asked if a work group should be formed to focus on who has AES and DES and to come up with a short-term and long-term plan.

Jansen said once the talk group is out there it's out there. The problem will not go away without a policy that says what happens if an entity is in violation

Meyer said there are some people that are not asking for permission to use certain resources.

Haas said he suggested a new talkgroup be formed connection to the AES encryption. It would be deployed to all the permitted users prior to disconnecting the current version of METCOM.

Jansen said adding a new talkgroup, was a good idea but is concerned about the loading capacity.

Thompson said there will have to be some collaboration on this.

Meyer said because of the size of the project it would require a work group. Fredrick will send out an email requesting volunteers for this work group.

Mihelich asked that in the interim if ME TAC 12E that was provided for PSAP-to-PSAP use during unrest could be reserved.

Thompson said he will bring this up to the 9-1-1 TOC for discussion.

Haas asked if the proposal to use METAC 12E is meant to replace METCOM. A variance to be given to non-law enforcement PSAPs until further notice or is the intent to provide a secondary PSAP-to-PSAP method of communication.

Thompson said he thought it would be used as an interim solution.

Olson asked if another solution would be to form a completely different non-encrypted talkgroup and not allow this one to go into a portable.

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Mihelich said that a backup is necessary.

Meyer, Jansen and Shogren volunteered to be part of the new work group.

8. Adjournment 1:53 PM

COMU Position Recognition Application

Application Type:
☐ Initial Application   ☑ Renewal   ☐ Change of Status

Position (check only one unless changing status):
☑ COML   ☐ COMT   ☐ INCM
☐ INTD   ☐ RADO   ☐ AECS

Name (Last, First Middle)	BREKKE, CRAIG ARLEN
Certifying Agency	AIRPORT EMERGENCY COMMUNICATIONS
County	HENNEPIN
ECB/ESB Region	METRO
Agency Address	6930 34th AVE. SOUTH, MINNEAPOLIS MN 55450
24/7 Telephone	612-726-5577
Business Telephone	612-467-0969
Email Address	craig.brekke@mspmac.org
Signature	C A B.M.
Date	04/24/21

Agency Certification (this section must be completed even if PTB Agency Certification form was completed)

The above named individual seeking state recognition for the above identified COMU position(s) is recognized by the above named agency in that COMU position. The person serves the agency as a paid employee or as a volunteer but, in either case, is recognized as an employee for the purposes of Workers Compensation, liability, and all other liability-related protections afforded employees of the agency, when activated for duty.

When the above named person serves in the COMU position(s), whether within the agency's jurisdiction, or outside, the person serves as an employee/representative of the agency.

Name & Title	JEFF MADEMANN, LIEUTENANT
Agency	AIRPORT POLICE DEPARTMENT
Signature	Jeff Mademann
Date	4-22-2021

Regional Recognition

The ECB/ESB region has reviewed the request for state recognition and supports state recognition of this person.

Name & Title	
Region	
Signature	
Date	

COMU Subcommittee & SWIC Recognition

The COMU Subcommittee and the SWIC have reviewed the request for state recognition and supports state recognition of this person.

SWIC Signature	
Date	

COMU Experience Record

Name (Last, First Middle): BREKKE, CRAIG ARLEN

Agency: AIRPORT ECC

ECB/ESB Region: METRO

Position:
☑ COML   ☐ COMT   ☐ INCM
☐ INTD   ☐ RADO   ☐ AECS

Detail activities below and attach supporting documents (use multiple lines or pages, as necessary).

POINTS	DATE(S)	SUMMARY (location, activity, participants, who can verify, general summary)
1	2/23/21	CRTF QUARTERLY TRAINING - VIRTUAL TRACEY FREDRICK
1	3/5/20	VPOTUS VISIT TO MAPLEWOOD, MN - 205 AIRPORT ECC
1	5/28/20 - 06/06/20	PROTEST/ GEORGE FLOYD DEATH - 205 AIRPORT ECC
1	4/18/19	POTUS VISIT TO BURNSVILLE - 205 AIRPORT ECC
1	10/10/19	POTUS VISIT TO TARGET CENTER AND NORTH MPLS - 205 SARA BOUCHER-JACKSON

I certify that I participated in the above activities.

Signature: G A Brekke

Date: 04/27/21

	MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN		INCIDENT/EVENT NAME			DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME	
			VP Visit			March 4, 2020 1705		3/5/2020 1000-1430	

Line	Function (NET) (COMMAND, TACTICAL, SUPPORT, AIR)	Talkgroup/Channel/Phone	Assignment (LAW, FIRE, EMS, OTHER)	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode (A, D or M)	Remarks
1	TACTICAL	STAC-3	Law	ARMER 800Mhz	N/A	ARMER 800Mhz	N/A	D	Motorcade
2	TACTICAL	STAC-4	Law	ARMER 800Mhz	N/A	ARMER 800Mhz	N/A	D	Secondary Talkgroup/Off The Route/Protest
3	TACTICAL	STAC-5	LAW	ARMER 800Mhz	N/A	ARMER 800Mhz	N/A	D	Venue internal operations Maplewood
4	TACTICAL	STAC-6	LAW	ARMER 800Mhz	N/A	ARMER 800Mhz	N/A	D	Venue external operations Maplewood,Woodbury, Oakdale
5	TACTICAL	LTAC-6E	LAW	ARMER 800Mhz	N/A	ARMER 800Mhz	N/A	D	Ramsey SWAT/SWAT MAC/SWAT MSP/SRT
	TACTICAL	H-MAC-PDSOE	LAW	ARMER 800Mhz	N/A	ARMER 800Mhz	N/A	D	Airport Operations
6	SUPPORT	651-343-0460	LT. Adam Flynn	N/A	N/A	N/A	N/A	N/A	Motorcade Contact
7	SUPPORT	651-216-7540	Lt. Jeff Schroepfer	N/A	N/A	N/A	N/A	N/A	Motorcade Contact
8	SUPPORT	651-485-0550	DC Iovino	N/A	N/A	N/A	N/A	N/A	SPPD IC located in the EOC
9	SUPPORT	651-417-5792	CMDR Greene	N/A	N/A	N/A	N/A	N/A	SPPD
10	SUPPORT	651-755-6777	CMDR Shortreed	N/A	N/A	N/A	N/A	N/A	Maplewood Contact
11	SUPPORT	320-980-5039	Sgt. Boyer	N/A	N/A	N/A	N/A	N/A	Airport Contact
12	SUPPORT	651-582-1500	Dispatch	N/A	N/A	N/A	N/A	N/A	State Patrol Roseville (E. Metro)
13	SUPPORT	651-767-0640	Dispatch	N/A	N/A	N/A	N/A	N/A	Ramsey Co Dispatch
14	SUPPORT	612-726-5577	Dispatch	N/A	N/A	N/A	N/A	N/A	Airport Dispatch
15									

SPECIAL INSTRUCTIONS

Timothy Boyer State Patrol Communications 651-757-1980	COML: Craig Brekke		INCIDENT/EVENT LOCATION	
	CONTACT: 952-270-4609			
	Minneapolis-Saint Paul International Airport ECC - IDT	6920	MSP International Airport to 3M in Maplewood, MN	

VPOTUS Final 030520.xlsx

	ICS205 INCIDENT/EVENT COMMUNICATIONS PLAN		INCIDENT/EVENT NAME			DATE/TIME PREPARED			OPERATIONAL PERIOD DATE/TIME	
			Protest/GEORGE FLOYD			05/28/2020 1011			05/28/2020 1200 - 06/01/2020 0600	

Line	Function (COMMAND, TACTICAL, SUPPORT, AIR)	Talkgroup/Channel/Phone	Assignment (LAW, FIRE, EMS, OTHER)	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode (A, D or M)	Remarks
1	COMMAND	H-MAC-TAC1	UNIFIED COMMAND	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Unified Command if Needed
2	TACTICAL	H-MAC-PDSOE	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Airport Police Operations T1
3	TACTICAL	METAC 9	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Mutual Aid to T1
4	TACTICAL	H-MAC-INVE	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Airport Police Operations T2
5	TACTICAL	METAC 6	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Mutual Aid T2
6	TACTICAL	H-MAC-TCA	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Traffic Control Agents
7	TACTICAL	H-MAC-FR1	FIRE	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Airport Fire Operations
8	SUPPORT	651-358-5874	Lt. Roediger	N/A	N/A	N/A	N/A	D	Incident Commander
9	SUPPORT	612-726-5577	Dispatch	N/A	N/A	N/A	N/A	N/A	MSP Airport Dispatch
10	SUPPORT	612-919-5067	Capt. Fecht	N/A	N/A	N/A	N/A	N/A	Fire Command
11									
12									
13									

SPECIAL INSTRUCTIONS

IMPORTANT NOTICE- AGENCIES INVOLVED ARE AT VARIOUS STAGES OF RADIO RE-PROGRAMMING BE ADVISED: METAC2=PTAC2, METAC3=PTAC3, METAC4=PTAC4

MSP AIRPORT 911·POLICE FIRE·EMS EMERGENCY COMMUNICATIONS	COML: Craig Brekke CONTACT: 952-270-4609 Minneapolis-Saint Paul International Airport ECC - IDT 6920 34th Avenue South, Minneapolis, Minnesota 55450 612- 726-5577	INCIDENT/EVENT LOCATION
		MSP Airport, No confirmed location at this time

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25) or "M" indicating mixed mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

ICS205 INCIDENT/EVENT COMMUNICATIONS PLAN		INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME	
		POTUS Visit		04/14/2019 1628		04/15/2019 0900-1700	

Line	Function (COMMAND, TACTICAL, SUPPORT, AIR)	Talkgroup/Channel/Phone	Assignment (LAW, FIRE, EMS, OTHER)	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode (A, D or M)	Remarks
1	TACTICAL	STAC-4	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Motorcade
2	TACTICAL	STAC-5	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Secondary Talkgroup, OTR, Protests
3	TACTICAL	STAC-6	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Venue SWAT Teams, 12540 Dupont Ave South, Burnsville, MN
4	TACTICAL	STAC-7	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Venue Uniformed Security, 12540 Dupont Ave South, Burnsville, MN
5	TACTICAL	ME-TAC7	FIRE	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Burnsville Fire Mutual Aid
6	TACTICAL	H-MAC-PDSO	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Airport Operations
7	TACTICAL	H-MAC-ERTE	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Airport SWAT Operrations
8	TACTICAL	H-MAC-FR1	FIRE	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Airport Fire Operations

SPECIAL INSTRUCTIONS

IMPORTANT NOTICE- AGENCIES INVOLVED ARE AT VARIOUS STAGES OF RADIO RE-PROGRAMMING BE ADVISED: METAC2=PTAC2, METAC3=PTAC3, METAC4=PTAC4

MSP AIRPORT 911·POLICE FIRE·EMS EMERGENCY COMMUNICATIONS	COML: Craig Brekke CONTACT: 952-270-4609 Minneapolis-Saint Paul International Airport ECC - IDT 6920 34th Avenue South, Minneapolis, Minnesota 55450 612-726-5577	INCIDENT/EVENT LOCATION
		MSP Airport to 12540 Dupont Avenue South, Burnsville, MN 55337

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band.   Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25) or "M" indicating mixed mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

	ICS205 INCIDENT/EVENT COMMUNICATIONS PLAN		INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME			
			POTUS		**10/09/2019 0928**		**10/10/2019 1300-2200**			

Line	Function (COMMAND, TACTICAL, SUPPORT, AIR)	Talkgroup/Channel/Phone	Assignment (LAW, FIRE, EMS, OTHER)	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode (A, D or M)	Remarks
1	TACTICAL	STAC-3	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	POTUS Motorcade (C8 MPD)
2	TACTICAL	LTAC 3	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Internal venue security, (C4 MPD
3	TACTICAL	LTAC4	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	External Venue Patched to MPPD 3 (C5 MPD)
4	TACTICAL	MPPD 3	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	External Venue secuirty, Patched to LTAC 4, MPD PCT 1 (A3 MPD)
5	TACTICAL	LTAC5E	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Airport, MPD & State SWAT (B8 MPD)
6	TACTICAL	MPPD 6	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Skyway & Ramp, Traffic Control (A6 MPD)
7	TACTICAL	MPFD - 1	FIRE	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	MFD Regular traffic and CUT Teams
9	TACTICAL	H-MAC-PDSOE	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Airport Law Operations
11	TACTICAL	H-MAC-FIRE	FIRE	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Airport Fire operations
12	TACTICAL	H-BLMFD-TAC2	FIRE	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Bloomington Cut Team Airport operations
13									
14	TACTICAL	STAC-4	LAW	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	VPOTUS Motorcade
15									

SPECIAL INSTRUCTIONS

IMPORTANT NOTICE- AGENCIES INVOLVED ARE AT VARIOUS STAGES OF RADIO RE-PROGRAMMING BE ADVISED: METAC2=PTAC2, METAC3=PTAC3, METAC4=PTAC4

MSP AIRPORT
911·POLICE·FIRE·EMS
EMERGENCY COMMUNICATIONS

COML: Craig Brekke   Sara Boucher-Jackson
CONTACT: 952-270-4609
Minneapolis-Saint Paul International Airport ECC - IDT
6920 34th Avenue South, Minneapolis, Minnesota 55450
612-726-5577

INCIDENT/EVENT LOCATION

Target Center, 600 1st Ave. North, MPLS 55450

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25) or "M" indicating mixed mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

CRTF Quarterly Training Attendance – February 2021

Day session – Tuesday, February 23
Travis Belisle, Airport
Don Smiley, Ramsey
Dawn Spencer-Marks, Ramsey
Andrew LaVenture, Edina
Candy Capra, Airport
Chad Steffen, Goodhue
Craig Brekke, Airport
Erin Wegner, Dodge
Jake Prager, Allina
Jerry Erickson, North Memorial
Jon Whitling, Airport
Bob Beem, Hennepin
Nate Timm, Washington
Mark VandenBerghe, Eden Prairie
Mike Ostlund, Hennepin
Ron Jansen, Dakota
Scott Huppert, Airport?
Alissa Baker, Scott
Curt Meyer, Hennepin
Autumn Stark, Scott
Rod Olson, Minneapolis
Al Jankovich, Isanti
Melissa Engley, Scott
Brad Winger, HSEM
Jeff Bjorklund, Airport
Evening Session – Thursday, February 25
Vicki Vadnais, Allina
Tyler Lupkes, HCMC
Wade Johnson, HCMC
Dan Anderson, Hennepin
Sara Boucher-Jackson, Minneapolis
Dan Klawitter, HCMC
Tim Albrecht, HCMC?
Denise McMullan, Ramsey
Dan Motley, Allina

Tuesday, April 20, 2021

Tracey Fredrick
Metropolitan Emergency Services Board
2099 University Avenue West
Saint Paul, Minnesota 55104

RE: ARMER Participation Plan Amendments

Dear Tracey,

Hennepin EMS is requesting approval for the following modifications to our ARMER participation plan.

The request is the addition of two (2) Motorola MCC-7500e mobile dispatch positions. These mobile positions will provide backup dispatch capabilities for the Hennepin EMS Emergency Communications Center, and a remote work environment for our Incident Dispatch Team when working in support of local, regional, state, and federal incidents. These mobile dispatch positions would possess the same approved ARMER Talkgroups that the Hennepin EMS ECC positions would have.

Sincerely,

Wade Johnson, EMD, NRP, TLO
Deputy Chief – Manager
Communications & West MRCC
Hennepin EMS
Minneapolis, MN 55415
(612)-873-5672

Section 3 – Metro 3.17.4 Non-emergent Event and Exercise Planning

Date Established **7-14-21**
Date Revised/Reviewed **7-14-21**

1. Purpose or Objective

The purpose of this standard is to establish protocols and procedures to be used for planning communications for full-scale or functional exercises and non-emergent/pre-planned events that affect multiple metro agencies or jurisdictions in the Metro region. This standard will also specify procedures for using statewide or metro-wide talkgroups during these types of events.

2. Operational Background

Full-scale or functional exercises and pre-planned events that include multi-jurisdictional, multi-agency disciplines, and use of more than one statewide and/or regional interoperability talkgroups require an All-Hazards, Type III Communications Unit Leader (COML) to establish a communication plan.

Non-emergent/pre-planned events are scheduled, non-emergency activities as defined by the national incident management system. These events include, but are not limited to, a sporting event, concert, or parade.

A full-scale exercise (FSE) is a multi-agency, multi-jurisdictional, multi-discipline exercise involving a functional and/or field unit response. A functional response could include a joint field office, emergency operations center (EOC), etc. A field unit response could include firefighters or other first responders at a scene, along with mock victims, etc.

A functional exercise (FE) examines and/or validates the coordination, command, and control between various multi-agency coordination centers, such as an EOC, joint field office, etc. A functional exercise does not involve any field unit responders. Use of radio talkgroups should begin with the highest number available at the time (ex: ME TAC 10) and go towards the lowest.

Refer to Metro ARMER Standard 3.21.0 (Large Scale Incidents) for emergent events and/or Metro ARMER Standard 3.48.0 and SECB Standard IOP-30 (Communications Unit) and the Minnesota Communications Unit Standard Operating Guidelines for additional information about COMLs.

3. Operational Context

Full-scale or functional exercises and pre-planned events of any size can include complex communications issues. There is also a potential for any event to grow quickly into a large-scale incident.   Refer to Metro ARMER Standard 3.21.0 (Large Scale Incidents) for emergent events.

Since full-scale/functional exercises and pre-planned events have the potential to affect system loading, a COML should ensure that the event does not inadvertently affect normal, daily operational needs by over-utilization and/or overloading of ARMER system resources.

Metro Standard 3.17.4 Non-emergent Event and Exercise Planning

4. Recommended Procedure

When an entity develops a plan for a full-scale/functional exercise or pre-planned event that involves the use of ARMER resources, these procedures will be followed:

- StatusBoard must be utilized. When the exercise or event is planned farther out than seven days, the requested resource should be reserved on the StatusBoard at least one week in advance, but not more than one month in advance.
- Exercise or event planners will include the impacted local entities' (city or county) ARMER System Administrators in the exercise development process from the beginning so local system resources are properly utilized.
- Exercise or event planners intending to use more than one statewide interoperability talkgroup shall engage a Metro-based Minnesota-recognized COML.
- A COML engaged for an exercise or event during which planners intend to use two or more statewide and/or regional interoperability talkgroup shall complete or approve an ICS-205 Communications Plan and that plan should be distributed to the ARMER System Administrators of impacted local entities, the Chair of the Radio Technical Operations Committee, the applicable Regional Interoperability Coordinator, and the Statewide Interoperability Coordinator.
- A COML engaged for an exercise or event during which planners intend to use two or more statewide and/or regional interoperability talkgroup should take into consideration the home zone mapping, priority levels, talkgroup patching, site loading, and site access approvals of talkgroups being considered as well as the channel count and capacity of impacted repeater sites.

If the event or exercise planner deems the services of a COML necessary but does not have access to one, the Radio Systems Coordinator or the Minnesota Duty Officer should be contacted.

5. Management

The system managers, administrators, and users will all be responsible to see that this policy is implemented as defined. Identified issues and concerns will be brought to the impacted Technical Operations Committee (TOC) for resolution. Maintenance of this standard will be the responsibility of the Radio Services Coordinator.

Radio Items for Metro Region Strategic Plan

Priority #1: AES Encryption

- Assisting entities for considerations to move to encryption-capable radios.

Corresponding Core Capabilities

- Cybersecurity
- Operational Communication
- Operational Coordination
- Planning

Planning Activities

- Establish a workgroup to define parameters for the addition of AES to the ARMER system
- Create regional keys and/or interoperable talkgroups
- Define Best Practices for local AES implementation/transition

Organizational Activities

- AES Standard (create or modify standard)
- Approval from appropriate committees and Board
- Budget planning at the local level
- Possible discussion for negotiating into SUA

Equipment Activities

- Radio equipment that is encryption-capable

Priority #2: ARMER Cybersecurity

- As the ARMER system becomes more software-driven, system patches and updates are increasingly important.

Corresponding Core Capabilities

- Cybersecurity
- Operational Communication
- Operational Coordination
- Planning

Planning Activities

- Statewide patching initiative and reporting will need to be developed.
- Communication will need to go out region-wide about potential changes to equipment.
- Users that are not owners will need to have communication about any necessary equipment changes.
- Set up frequent meetings or other communication avenues with vendor to ensure system has most updated software.

Organizational Activities

- Workgroup has already been formed with MnDOT to review and form plans for field deployment.
- Assistance provided to entities who are not system administrators; funding mechanism for how this would occur.
- Develop or modify standard for implementation of patching consoles.

- Create schedule for patches to keep users compliant with critical updates.

Equipment Activities
- Equipment patches will be needed by each agency.
- System infrastructure scans.
- More frequent patching.
- Version control

Priority #3: Explore options for TDMA

- There is a desire to increase capacity within current FCC licensing limitations as 800 mHZ licenses are becoming fewer.

Corresponding Core Capabilities
- Operational Communication
- Operational Coordination
- Planning

Planning Activities
- Explore cost benefit of implementation of TDMA

Organizational Activities
- Work with vendor to negotiate these items into new agreement.
- Create workgroup for consideration of regional channel capacity issues.

Equipment Activities
- Receive quote from vendor for licensing/upgrade.

Priority #4: Keep ARMER System Current

- For public safety, mission critical positions, the ARMER network is currently the only viable communications solution. Other networks are not public safety grade and do not have the reliability or redundancies in place that ARMER does. It is imperative to keep ARMER current until another viable and dependable solution is operational and cost effective.

Corresponding Core Capabilities
- Operational Communication
- Operational Coordination
- Planning
- Situational Assessment

Organizational Activities
- Continued advocacy and outreach to local and statewide partners.

Equipment Activities
- Continue to upgrade system as necessary.

Priority #5: Explore Adding IV&D to Regional ARMER Network

- Integrated Voice and Data (IV&D) allows GPS, KMF (Key Management Facility), OTAP (Over the Air Programming), OTAR (Over the Air Rekeying), SMS.

Corresponding Core Capabilities
- Operational Communication
- Operational Coordination
- Planning

Planning Activities
- Conduct a cost benefit analysis for implementation.

Organizational Activities
- Form a workgroup to review pilot data from Central MN ESB.
- Determine if this would be implemented on a per entity basis or if this would be a region-wide implementation.

Equipment Activities
- Receive quote from vendor

Priority #6: Explore Regional/Statewide KMF

- The KMF device would allow for over the air reprogramming of encryption keys allocated to talkgroups.

Corresponding Core Capabilities
- Operational Communication
- Operational Coordination
- Planning

Planning Activities
- Form a workgroup to evaluate priority needs, as only 20 KMF can be on a single system.
- Determine public safety need if keys became compromised.

Organizational Activities
- Define what entities would have access to keys and a hierarchy for use.
- Cost benefit analysis to implementing a regional device.

Equipment Activities
- Obtain quote from vendor.

Metro Mobility Usage
(Hours:Mins:Secs)
2021

Month	City Center	Anoka (Lino Lakes)	Dakota	Norwood	Hastings	North Branch	Hennepin West	Overall
January	63:54:47	31:25:26	21:23:55	11:11:37	32:59:25		21:56:38	182:51:48
February	57:56:13	24:20:30	18:36:36	10:21:59	31:51:11		16:53:24	159:59:53
March	53:34:46	27:26:49	26:20:11	9:52:27	35:08:45		16:49:47	169:12:45
April	55:00:15	30:54:14	24:06:32	9:09:14	40:40:15		16:44:56	176:35:26
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