



METROPOLITAN EMERGENCY SERVICES BOARD RADIO TECHNICAL OPERATIONS COMMITTEE AGENDA

April 23, 2025, 1:00 p.m.

This meeting will be conducted in-person at the **MESB Board Room, 2099 University Ave W, St. Paul ONLY**

1. **Call to Order** – Committee Chair, Jake Thompson
2. **Approval of Agenda** – Thompson
3. **Approval of Minutes of February 26, 2025 Meeting** – Thompson
4. **Action Items**
 - A. COMU Recognitions/Renewals – Tracey Fredrick
 - i. Leticia Cardenas INTD Initial Recognition
 - ii. Leticia Cardenas COML Renewal
 - iii. Sara Boucher-Jackson COML/INTD Renewal
 - iv. Ky Wagner COMT Renewal
 - B. Dakota County 3.15.0 Waiver Request – Ron Jansen
 - C. Radio Items for Regional Needs Document – Fredrick
5. **Moves, Additions, & Changes to the System**
6. **Committee Reports**
 - A. Metro Mobility Usage Update – Chad LeVasseur
 - B. System Managers Group/Metro Administrators – Jansen
 - C. MnDOT ARMER System Update – John Anderson/Nick Schatz/Shane Chatleain
 - D. SECB Committees
 - i. Steering – Fredrick/Jill Rohret
 - ii. LMR – Timm/Mike Mihelich
 - iii. WBBA – Rod Olson/Cory DeMuth
 - iv. IOC/COMU-STR Workgroup – Timm/Jansen/Anderson
 - v. IPAWS – Haas
 - vi. Finance/Grants Workgroup – Fredrick/Rohret
7. **Other Business**
 - A. ME TAC Permissions Update – Fredrick
6. **Adjourn**

Reminder: Next meeting scheduled for May 28, 2025.

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Radio Technical Operations Committee

**February 26, 2025
Draft Meeting Minutes**

Members

Airport – Jeff Bjorklund
Anoka County – Cory DeMuth
Carver County – Peter Sauter
Chisago County – Mike Parker
Dakota County – Ron Jansen
Hennepin County – Jake Thompson
Isanti County – Bob Shogren
Metro Region EMS – Victoria Vadnais

Metro Transit – Chad LeVasseur
Minneapolis – Rod Olson
Minnesota Fire Chiefs – Patrick Maynard
Ramsey County – Mike Mihelich
Scott County – **absent**
Sherburne County – Derek Baas
Washington County – Nate Timm
U of M – **absent**

Guests: Paul Botnen, *CentraCare*; Sara Boucher-Jackson, *Airport*; Dalton Gruber, *Bloomington PD*; Frank Jarman, *Motorola*; and Dave Theis (Online), *University of Minnesota*.

MESB Staff: Tracey Fredrick; Jacob Kallenbach; and Jill Rohret.

1. Call to Order

The meeting was called to order at 1:00 p.m. by the 2025 Radio TOC Chair Jake Thompson.

2. Approval of Agenda

Tracey Fredrick said two agenda items needed to be added: 4C. U.S. Marshal Services LSEC Talkgroup Request and 7C. Legislative One Pagers.

Motion made by Jeff Bjorklund, seconded by Cory DeMuth to approve the February 2025 Radio TOC meeting agenda with the mentioned additions. Motion carried.

3. Approval of Minutes of January 22, 2025 Meeting

Motion made by Chad LeVasseur, seconded by Ron Jansen to approve the January 2025 Radio TOC meeting minutes. Motion carried.

4. Actions Items

A. University of Minnesota ARMER Plan Amendment

Dave Theis said the University of Minnesota requests approval of amendments to its ARMER participation plan to add a local enhancement site to its Minneapolis campus. This new site will help provide improved in-building coverage within the University. The site will include a Motorola ASTRO site repeater with a 10-channel capacity. MnDOT has reviewed the plan and approves.

Nate Timm asked if the new site is using phase one or two trunking.

Theis responded by stating it is stage one.

Motion made by Timm, seconded by DeMuth to approve the University of Minnesota ARMER Plan Amendment. Motion carried.

B. Metro ARMER Standard 3.14.0 Update

Fredrick said she is looking for approval to the updates made for Metro ARMER standard

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3.14.0. The TOC discussed in previous months to add two additional encrypted resources, ME TACs 13E and 14E. The standard updates include language change to update the availability of the new resources and implement techniques to request waivers/variances for capacity and programming issues.

Timm asked if this standard would immediately take effect after its passing at the February 2025 Radio TOC meeting.

Fredrick responded by stating the standard still needs to be approved by the full board of the MESB at the March 2025 meeting. If approved at that meeting, it would then go into effect.

Motion made by Jansen, seconded by Mike Mihelich to approve the Metro ARMER Standard 3.14.0 update. Motion carried.

C. U.S. Marshal LSEC Talkgroup Request

Jansen said that the U.S. Marshals have requested access to the LSEC talkgroups. This is similar to LSEC talkgroup requests in the past.

Motion made by Timm, seconded by DeMuth to approve the U.S. Marshal LSEC Talkgroup request. Motion carried.

5. Moves, Additions, & Changes to the System

A. Carver County

Carver County Law Enforcement will be moving to encryption on March 31, 2025. The County will use a private key.

City of St. Paul is working on moving to encrypted mains by October 1, 2025.

Sherburne County is now fully encrypted and all in use.

City of Minneapolis is fully ready to move to encrypted mains but a date has not been set yet.

6. Committee Reports

A. System Managers Group/Metro Administrators

The group met on February 26, 2025. They discussed console, firewalls, and the shared update list for spares to Motorola. There was an update on Juniper which are to be completed by the end of June 2025.

B. MnDOT ARMER System Update

There was no update given.

C. SECB Committees

i. Steering

The committee met in February. They continue to review the SECB Policy and Procedure Manual documents and are planning for the 2026-2028 SCIP.

ii. LMR

The committee met on February 11, 2025. The group discussed items that had already been approved and passed within the Radio TOC. There were numerous outstate county plan changes that were approved. IOP-34 standard was reviewed for SWAT participants to be included.

iii. WBBA

No meeting held in February.

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iv. IOC/COMU-STR Workgroup

The COMU workgroup met on February 18, 2025. They heard numerous renewals and recognitions and discussed the COMU conference and NQS Standards.

v. IPAWS

They met and discussed coding for event types within the IPAWS system. The committee will ask the Chair to reconsider the addition of numerous event types that will benefit PSAPs who are asking for the additional codes.

vi. Finance/Grants Workgroup

Both the Finance Committee and the Grants Workgroup met in February 2025. The committee reviewed language for two financial standards and are considering what to include in the upcoming SCIP discussions. Discussion on the upcoming school mapping grants, received update SECB grant spending, and the renewal of the MOU between the SECB and DPS Fiscal and Administration Services were also discussed. The Grants Workgroup continues to review progress on the ARMER Equipment Grant and will have work to do on the upcoming School Mapping Grant.

7. Other Business

A. METAC Permission Update

Fredrick stated that there was one request that was granted for all ME talkgroups. This request was from the U.S. Marshals.

B. School Mapping Information

Rohret said that the SECB Finance Committee has discussed whether one region should apply and manage the contract of the upcoming school mapping grant. ECN would approve so long as the region applying has executed agreements with the other counties at the time of application. The regions are moving towards this grant application route.

Rohret asked if there is a place to put in school mapping where ARMER coverage exists vs. where it is weak.

Jansen responded by saying it is a great idea, but the coverage can often vary by just a few feet so it may be a difficult task.

Rod Olson said that schools often vary based on how far they are from the substation. Schools are known for having difficulties with ARMER coverage due to how they are built.

Rohret asked for the members of the Radio TOC to collect data on the schools within their county and the lack of ARMER coverage that exists within them. This data could help ask for ARMER amplifiers within the school.

C. Legislative Update

Rohret said that the SECB and Finance committees are working on a strategic legislative plan. As the Regional Needs Document is approaching its approval date, they would like to see individual projects and needs from the counties as well. These individual county needs and data presented in a brief one-page document can be provided to the counties dedicated elected legislative representatives.

Washington County has already provided a one-page document on their individual needs. Timm will forward the document as an example.

8. Adjournment

The meeting was adjourned at 1:48 p.m.

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)

Cardenas, Leticia Ann

Certifying

Agency

Minneapolis Emergency Communications Center

County

Hennepin

ECB/ESB

Region

Metro

Agency Address

350 S. 5th St, Minneapolis, MN 55415

24/7

Telephone

612-348-2345

Business

Telephone

612-673-5910

Email Address

leticia.Cardenas@minneapolismn.gov

Signature

Date

2/19/25

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

Joni Hodne - Director

Agency

MECC

Signature

Date

2/24/2025

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 Cardenas, Leticia Ann
(Last, First Middle)

Agency MECC/Mpls Emergency Comm. Center 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)
	9/21/2022 thru 9/23/2022	Online INTD Course. Instructor was John Johnson, jjohnson@lafayettegroup.com. Ryan Weeks also attended from Minneapolis Emergency Communications Center.
	4/8/2023	Planned concert, Red Hot Chili Peppers at US Bank Stadium/401 Chicago Ave, Minneapolis. COML Deanna Douglas can verify.
	8/10/2024	Planned NFL game, Vikings vs Raiders at US Bank Stadium/401 Chicago Ave, Minneapolis. COML Deanna Douglas can verify.
	12/8/2024	Planned NFL game, Vikings vs Falcons at US Bank Stadium/401 Chicago Ave, Minneapolis. COML Deanna Douglas can verify.

I certify that the above information is an accurate portrayal of my participation in the activities.

Signature

Date: 2/19/2025



Homeland Security

All-Hazards INCIDENT TACTICAL DISPATCHER (INTD) Position Task Book

Task Book Assigned To:

Trainee's Name: Leticia Ann Cardenas
Trainee's Email Address: leticia.Cardenas@minneapolismn.gov
Home Agency: Minneapolis Emergency Communications Center
Home Agency Phone Number: 612-348-2345

Task Book Initiated By:

Official's Name: Joni Hodne
Agency Official's Title: Director
Agency: Minneapolis Emergency Communications Center
Agency Phone Number: 612-348-2345
Agency Address: 350 S. 5th St, Minneapolis, MN
55415
Date Initiated: 2/19/2025

The material contained in this book accurately defines the performance expected of the position for which it was developed. This task book is approved for use as a position qualification document in accordance with the instructions contained herein.

Version 1.1
June, 2017

VERIFICATION / CERTIFICATION OF COMPLETED TASK BOOK FOR THE
POSITION OF INCIDENT TACTICAL DISPATCHER

FINAL EVALUATOR'S VERIFICATION

I verify that all tasks have been performed and are documented with appropriate initials.
I also verify that Leticia Cardenas
has performed as a trainee and should therefore be considered for recognition in this
position.

Final Evaluator's Signature Joni K Hodne Date 2/24/2025

Printed Name Joni K. Hodne

Title DIRECTOR

Agency MINNEAPOLIS EMERGENCY COMMUNICATIONS CENTER (MECC)

Phone Number 612-759-9144 Email JONI.HODNE@MINNEAPOLISMN.GOV

AGENCY CERTIFICATION

I certify that Leticia Cardenas
has met all requirements for qualification in this position and that such qualification has
been issued.

Certifying Official's Signature Joni K Hodne Date 2/24/2025

Printed Name Joni K. Hodne

Title DIRECTOR

Agency MECC

Phone Number 612-759-9144 Email JONI.HODNE@MINNEAPOLISMN.GOV



NATIONAL INCIDENT MANAGEMENT SYSTEM POSITION TASK BOOK

Position Task Books (PTB) are developed for designated Incident Command System (ICS) positions¹ as described under the National Integration Center (NIC) and have been incorporated into the National Incident Management System (NIMS). The PTB is used by the authority having jurisdiction, to certify that the person to whom the task book belongs meets the standards recommended by the NIC.

Each PTB lists the performance requirements (tasks) for the specific position in a format that allows a trainee to be evaluated against written guidelines. Successful performance of all tasks, as observed and recorded by an evaluator, will result in a recommendation that the trainee be recognized in that position.

Evaluation and confirmation of the individual's performance of all the tasks may involve more than one evaluator and varied activities such as Incidents, Planned Events, Functional Exercises (FE), Full Scale Exercises (FSE), Drills, Simulation, Classroom, or Daily Job functions (as specified in the task tables). It is important that performance be critically evaluated and accurately recorded by each evaluator. All tasks must be evaluated, and bullet statements within a task that require an action must be demonstrated before that task can be signed off.

A brief list of responsibilities also appears below.

RESPONSIBILITIES:

1. The **Trainee** is responsible for:

- Fulfilling the pre-requisite requirements:²
 - Public safety background with three years of experience in dispatch
 - Awareness of fundamental public safety communications technology
 - Awareness of the ICS Communications Unit function
 - Completion of IS-100.b, IS-144, IS-200.b, IS-700.a, and IS-800.b
- Reviewing and understanding instructions in the PTB.
- Identifying desired objectives/goals.
- Providing background information to an evaluator.
- Requesting Agency Head to initiate the PTB; putting name on cover and second page, initials on subsequent pages.
- Satisfactorily demonstrating completion of all tasks for an assigned position within three years of the Date Initiated.
- Assuring the evaluation record is complete.
- Notifying their agency head when the PTB is completed, and obtaining their signature recommending certification.
- Keeping the original PTB in personal records.
- Providing copies of their completed PTB to the designated authorities within their

¹ The Incident Tactical Dispatch (INTD) position is not currently a NIMS-approved Incident Command System (ICS) title.

² ICS-300, Intermediate ICS for Expanding Incidents, is also recommended.



home agency, jurisdiction, region, or state in accordance with applicable SOPs for recognition of Communications Unit (COMU) positions.

2. The **Evaluator** is responsible for:

- Being qualified and proficient in the position being evaluated, or higher ICS position (e.g. IC, COML, INTD, etc.).
- Meeting with the trainee and determining past experience, current qualifications, and desired objectives/goals.
- Reviewing tasks with the trainee.
- Explaining to the trainee the evaluation procedures that will be utilized and which objectives may be attained.
- Identifying tasks to be performed during the evaluation period.
- Accurately evaluating and recording demonstrated performance of tasks. Dating and initialing completion of the task shall document satisfactory performance. Unsatisfactory performance shall be documented in the Evaluation Record.
- Completing an Evaluation Record found at the end of each PTB.

3. The **Final Evaluator** is responsible for signing the verification statement inside the front cover of the PTB when all tasks have been initialed.

4. The **Agency Head** or designee is responsible for:

- Selecting trainees based on the needs of their organization or area Incident Management Teams.
- Providing opportunities for evaluation and/or making the trainee available for evaluation.
- Initiating the PTB to document task performance.
- Explaining to the trainee the purpose and processes of the PTB, as well as the trainee's responsibilities.
- Tracking progress of the trainee.
- Identifying incident evaluation opportunities.
- Identifying and assigning an evaluator that can provide a positive experience for the trainee, and make an accurate and honest appraisal of the trainee's performance.
- Documenting the assignment.
- Conducting progress reviews.
- Conducting a closeout interview with the trainee and evaluator and assuring that documentation is proper and complete.
- Providing trainees the opportunity to attend the applicable training course(s).

Competency: INTD Preparedness

Task	Code	Evaluator # and Initials	Date
Behavior: Ensure readiness prior to assignment			
1. Assemble and maintain an INTD response kit prior to receiving an assignment, including critical operating supplies and equipment needed to support the INTD job assignment over multiple operational periods (up to 72 hours). The following items are suggested as a partial listing of items needed: <ul style="list-style-type: none"> • Communications equipment <ul style="list-style-type: none"> ○ Portable radio ○ Cellphone ○ Batteries/chargers • First aid kit • Personal safety gear • ICS Forms cache • Office Supplies (e.g. clipboard, tape, paper, pencil, etc.) • Multi-purpose tool/Flashlight • Clock/Watch with countdown timer function • Reference Documents (e.g. TICP, NIFOG, TIC-FOG, etc.) • Computer/Printer/Thumb drive 	O	#1	9/19/22- 9/23/22
2. Obtain and assemble supplies and materials for a personal sustainment kit of items needed for functioning over multiple operational periods. The following items are suggested as basic information and materials needed for a personal kit: <ul style="list-style-type: none"> • Multiple changes of clothing (as appropriate for anticipated weather conditions) • Personal identification/credentials • Toiletries • Medicines (prescription and over-the-counter) • Cash and credit cards • Alarm clock • Food/Water 	O	#1	9/19/22- 9/23/22

Code: O = Can be completed in any situation (Simulation, Classroom, Daily Job)

Code: I = Must be performed on an Incident, Planned Event*, or an FE/FSE* (*Must be pre-approved by the Statewide Interoperability Coordinator (SWIC))

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Competency: INTD Mobilization

Task	Code	Evaluator # and Initials	Date
Behavior: Obtain complete information for response			
3. Obtain complete information for assignment and initiate documentation: <ul style="list-style-type: none"> • Incident name • Incident/Mission/Tracking/Order # • Calling channel/phone number • Reporting time/Check-in location • Transportation arrangements/travel routing instructions • Contact procedures during travel • Specific equipment/supplies needed 	I	# 2 DD	4/8/23

Behavior: Ensure check-in is recorded and accountability is activated			
4. Arrive at incident and check in: <ul style="list-style-type: none"> • Arrive properly equipped at assigned location within acceptable time limits • Follow established policies and procedures for checking in, and provide the needed information and documentation: <ul style="list-style-type: none"> ○ Incident/Mission/Tracking/Order # ○ Unit Leader's name ○ Incident assignment, etc. ○ Identification/credentials 	I	# 2 DD	4/8/23

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Behavior: Gather and apply situational information relevant to the assignment			
5. Document initial briefing from Incident Communications Center Manager (INCM) /incident supervisor: <ul style="list-style-type: none"> • Situation Summary • Safety Briefing • Current and Planned Goal/Objectives • Current and Planned Actions, Strategies and Tactics • Current Organization (ICS 207 – Incident Organization Chart) • Current/Planned communications plan <ul style="list-style-type: none"> ○ Communications Nets, e.g., Command, Tactical, Logistics, etc. ○ Map Sketch of communication system • Current/Planned Resource Summary 	I	#2 DD	4/8/23

Competency: Incident Tactical Dispatch Operations

Task	Code	Evaluator # and Initials	Date
Behavior: Support establishment of Incident Communications Center (ICC)			
6. Assist INCM/supervisor with setup of the ICC if needed/as assigned: <ul style="list-style-type: none"> • Facility/vehicle in which to situate the ICC • Appropriate location of ICC • ICC equipment activation and testing <ul style="list-style-type: none"> ○ Radio ○ Data ○ Telephone ○ Video ○ Ancillary equipment • ICC documentation organization • Notification of ICC activation 	I	#3 DD	4/8/23
7. Evaluate needs and request additional resources to support ICC operations: <ul style="list-style-type: none"> • Develop or initiate an inventory control system for INTD supplies and equipment • Request supplies, equipment, and/or personnel using procedures established by INCM/supervisor • Maintain quantities of supplies and equipment at a level to prevent shortage of any needed items 	I	#3 DD	4/8/23

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8. Assist in maintaining Security of the ICC <ul style="list-style-type: none"> Keep ICC entry/access points secured/locked in accordance with established policies Notify INCM/supervisor of any security concerns 	I	#2 DD	4/18/23
9. Demonstrate safety awareness: <ul style="list-style-type: none"> Location of First Aid kit supplies and equipment ICS 206 – Medical Plan Potential safety issues or hazards 	I	#2 DD	4/18/23

Competency: Incident Tactical Dispatch Operations (continued)

Task	Code	Evaluator # and Initials	Date
Behavior: Establish effective relationships			
10. Conduct self in a professional manner: <ul style="list-style-type: none"> Be respectful and courteous Respect public and private property Establish and maintain positive interpersonal and interagency working relationships Encourage and promote team environment Follow established procedures to report and document any inappropriate personnel actions Report any situations of concern to INCM/supervisor 	O	#2 DD	4/18/23

Behavior: Gather, produce and distribute information as required by established guidelines and ensure understanding by recipient

11. Communicate information effectively to incident personnel: <ul style="list-style-type: none"> Speak clearly and use concise language Speak at a pace sufficient for recipients to copy information when applicable Maintain appropriate level of radio discipline when operating on assigned nets Use proper microphone/headset techniques Record information in an easily understood manner 	I	#2 DD	4/18/23
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Competency: Incident Tactical Dispatch Operations (continued)

Task	Code	Evaluator # and Initials	Date
Behavior: Gather, produce and distribute information as required by established guidelines and ensure understanding by recipient (continued)			
12. Provide effective communications support during routine or non-emergency situations: <ul style="list-style-type: none"> • Dispatch incident personnel based upon needs of the incident and at the direction of incident management • Monitor and prioritize traffic simultaneously over all networks: <ul style="list-style-type: none"> ○ Repeated voice Nets ○ Simplex voice Nets ○ Data networks • Receive/relay/log information/ messages/ instructions to and from incident personnel <ul style="list-style-type: none"> ○ Supply orders (e.g., Operations, Logistics, etc.) ○ Message traffic routing ○ Weather reports ○ Resource status changes ○ Loss of communication assets ○ Safety updates ○ Situation reports • Conduct radio checks at specified intervals for personnel safety and accountability • Acknowledge all requests received in person or via phone, radio, and data networks 	I	#2 DD	4/8/23

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Competency: Incident Tactical Dispatch Operations (continued)

Task	Code	Evaluator # and Initials	Date
Behavior: Gather, produce and distribute information as required by established guidelines and ensure understanding by recipient (continued)			
13. Provide effective communications support during emergency situations: <ul style="list-style-type: none"> • <i>Recognize and react decisively to urgent situations if encountered:</i> • <i>Request assistance from other ICC personnel if needed</i> • <i>Restrict or move unrelated radio traffic</i> • <i>Use appropriate notification procedures for emergency situations</i> <ul style="list-style-type: none"> ○ <i>Requests for emergency/urgent assistance or additional resources/support</i> ○ <i>Activations of radio emergency call buttons</i> ○ <i>Medical transport/ Medevac request</i> ○ <i>Aircraft emergency</i> ○ <i>Evacuation</i> ○ <i>Search and Rescue</i> ○ <i>Serious injury/Fatality</i> • <i>Notify INCM/supervisor of emergency situations</i> 	I	#2 DS	4/8/23

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Competency: Incident Tactical Dispatch Operations (continued)

Task	Code	Evaluator # and Initials	Date
Behavior: Conduct tactical dispatch operations			
14. Demonstrate proper use of ICC communications systems for dispatch: <ul style="list-style-type: none"> • Radio equipment • Data equipment • Telephone equipment • Video equipment • Ancillary equipment 	I	#3 DD	8/10/24
15. Demonstrate familiarity with other ICC functions/capabilities: <ul style="list-style-type: none"> • Radio systems (e.g. Simplex, Conventional, Trunked, Digital & Analog modes) • Types of Radio Nets (i.e. Command, Tactical, Logistics/Support, Dispatch, Air Operations Nets, etc.) • Types and appropriate usage of Interoperability channels (e.g. local, regional, State, National) • Audio Gateways 	I	#3 DD	8/10/24
16. Demonstrate use of mapping tools (electronic and manual) <ul style="list-style-type: none"> • Locate key incident venues, personnel, and deployed resource • Locate key incident hazards, terrain features, ingress/egress routes, and fall back locations 	I	#3 DD	8/10/24

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Competency: Incident Tactical Dispatch Operations (continued)

Task	Code	Evaluator # and Initials	Date
Behavior: Conduct Incident Tactical Dispatch Operations (continued)			
17. Use specialized resources/technology to track the location of incident personnel where immediate, continuous, and accurate awareness of incident personnel is critical. Specific resources or technologies could include: <ul style="list-style-type: none"> • GPS technology • AVL technology • Maps • Status boards • Personal Accountability Report (PAR) • Personal Alert Safety System Device Activation (PASS) 	I	#3 DD	8/11/24
18. Demonstrate compliance with applicable communication policies and procedures: <ul style="list-style-type: none"> • <i>Memoranda of Understanding (MOUs)</i> • <i>Tactical Interoperable Communications Plan (TICP)</i> • <i>Tactical Interoperable Communications Field Operations Guide (TIC-FOG)</i> • <i>Mobile Communications Unit Standard Operating Procedures (SOPs)</i> • <i>Tactical Dispatch SOPs</i> • <i>Jurisdictional requirements</i> • <i>Equipment accountability procedures</i> 	I	#3 DD	8/11/24
19. Participate in all COMU briefings during each operational period: <ul style="list-style-type: none"> • <i>Provide information on communication issues (e.g., radio equipment performance, shift activities, significant events, etc.)</i> 	I	#1	9/19/22- 9/23/22

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Competency: Incident Tactical Dispatch Operations (continued)

Task	Code	Evaluator # and Initials	Date
Behavior: Conduct Tactical Dispatch Operations (continued)			
20. Maintain and organize ICC documentation: <ul style="list-style-type: none"> • Radio logs • Activity logs • Telephone logs • Status Cards • Equipment check-in/check-out information • Lost/Damaged equipment documentation • Software Applications <ul style="list-style-type: none"> ○ WebCAD ○ WebEOC® ○ Google Earth® ○ Email, etc. 	I	#3 JD	8/10/24
21. Support unique operations, terminology, capabilities and characteristics of multiple public safety disciplines and their special teams: <ul style="list-style-type: none"> • Emergency Management • Emergency Medical Services • Fire • Law Enforcement • Forestry 	I	#3 OD	8/10/24

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Competency: Incident Tactical Dispatch Operations (continued)

Task	Code	Evaluator # and Initials	Date
Behavior: Comply with NIMS and ICS concepts and principles			
22. Demonstrate awareness of NIMS and ICS COMU concepts and principles: <ul style="list-style-type: none"> • COMU structure, roles and responsibilities of each COMU position • Plain language/common terminology • ICS terminology <ul style="list-style-type: none"> ○ Unit identification ○ Position titles ○ Resource naming • Incident Organizational Structure • Functions of Incident Management Teams • ICS map symbols, designators, and mnemonics 	I	#3 JD	8/10/24
23. Obtain, and correctly fill out the NIC approved ICS forms needed to perform INTD functions within the ICC: <ul style="list-style-type: none"> • ICS 205 – Incident Radio Communications Plan • ICS 205A – Communications List • ICS 210 – Resource Status Change • ICS 213 – General Message • ICS 213 – RR Resource Request Message • ICS 214 – Activity Log • ICS 219-7- Equipment Resource Status (T-) Card 	I	#3 JD	8/10/24
24. Demonstrate ability to correctly interpret and respond to the following NIC approved ICS forms: <ul style="list-style-type: none"> • ICS 201 – Incident Briefing • ICS 203 – Organization Assignment List • ICS 204 – Assignment List • ICS 206 – Medical Plan • ICS 207 – Incident Organization Chart • ICS 208 – Safety Message/Plan • ICS 209 – Incident Status Summary • ICS 211 – Incident Check-in List • ICS 221 – Demobilization Check-Out • ICS 225 – Incident Personnel Performance Rating 	I	#3 JD	8/10/24

Code: O = Can be completed in any situation (Simulation, Classroom, Daily Job)

Code: I = Must be performed on an Incident, Planned Event*, or an FE/FSE* (*Must be pre-approved by the Statewide Interoperability Coordinator (SWIC))

Competency: Incident Tactical Dispatch Operations (continued)

Task	Code	Evaluator # and Initials	Date
Behavior: Comply with NIMS and ICS concepts and principles (continued)			
24a. Demonstrate ability to correctly interpret the following forms: <ul style="list-style-type: none">• Form 217A – Communications Resource Availability Worksheet• Form 309 – Communication Log	I	#3 JD	8/10/24

Code: O = Can be completed in any situation (Simulation, Classroom, Daily Job)

Code: I = Must be performed on an Incident, Planned Event*, or an FE/FSE* (*Must be pre-approved by the Statewide Interoperability Coordinator (SWIC))

Competency: INTD Demobilization

Task	Code	Evaluator # and Initials	Date
Behavior: Transfer INTD position duties while ensuring continuity of authority and knowledge, taking into account the increasing or decreasing incident complexity			
25. Coordinate an efficient transfer of position duties: <ul style="list-style-type: none"> Document and coordinate demobilization actions Brief relief personnel Coordinate with incident/planned event personnel as necessary 	I	#4 DD	12/8/24

Behavior: Complete demobilization procedures and restore response-readiness			
26. Demobilize from assignment: <ul style="list-style-type: none"> Check in equipment and submit required documentation Address safety and notification considerations for return to home agency 	I	#4 DD	12/8/24
27. Complete Demobilization Documentation <ul style="list-style-type: none"> If required, complete and submit ICS 221 – Demobilization Check-Out completed form as appropriate Obtain ICS 225 – Incident Personnel Performance Rating from INCM/supervisor Provide input for After-Action Report (AAR) Submit final documentation to INCM/supervisor 	I	#4 DD	12/8/24
28. Prepare for next operational period/incident <ul style="list-style-type: none"> Inventory and restock ICC supplies Inventory and restock INTD response kit and personal sustainment kit Attend applicable post-incident debriefings <ul style="list-style-type: none"> Hotwash Post-Incident/Event After Action Debriefings Critical Incident Stress Management/ Debriefing (CISM/CISD) 	I	#4 DD	12/8/24

Code: O = Can be completed in any situation (Simulation, Classroom, Daily Job)

Code: I = Must be performed on an Incident, Planned Event*, or an FE/FSE* (*Must be pre-approved by the Statewide Interoperability Coordinator (SWIC))

RECORD OF EVALUATION

Leticia CardenasINTD

TRAINEE NAME

TRAINEE POSITION

Evaluation Record #1	Evaluator's name: <u>Joni Hodne</u>	Evaluator's Title: <u>911 Director</u>	Evaluator's Agency: <u>MECC</u>	
Evaluator's agency address: <u>350 S. 5th St, Minneapolis, MN</u>				
Evaluator's e-mail: <u>Joni.Hodne@minneapolis.mn.gov</u>				
Name and Location of Incident or Situation (agency & area)	Incident Kind (hazmat, tornado, flood, structural fire, wildfire, search & rescue, exercise, etc.)	Number & Kind of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Management Level or Complexity Level
<u>Online/Virtual</u>	<u>Exercise</u>	<u>Oversight & Dispatcher for training exercise of County Fair PD/PO/EMS</u>	<u>9/19/22-9/23/22</u>	<u>Type 2</u>
<p>The tasks initialed & dated by me have been performed under my supervision in a satisfactory manner by the above named Trainee. I recommend the following for further development of this Trainee:</p> <p><input checked="" type="checkbox"/> The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p><input type="checkbox"/> The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p><input type="checkbox"/> Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p><input type="checkbox"/> The individual is severely deficient in the performance of tasks for the position and needs further training (both required & knowledge and skills needed) prior to additional assignment(s) as a Trainee.</p> <p>Comments: <u>LETICIA IS OUR TOP PLANNER FOR THESE EVENTS AND IS VERY QUALIFIED FOR THIS CERTIFICATION</u></p> <p>Date: <u>2/24/2025</u> Evaluator's initials: <u>JRH</u></p> <p>Evaluator's relevant agency certification or rating: <u>COML</u></p>				

RECORD OF EVALUATION

Leticia CardenasINTD

TRAINEE NAME

TRAINEE POSITION

Evaluation Record #2	Evaluator's name: <u>Deanna Douglas</u>	Evaluator's Title: <u>Operations Manager</u>	Evaluator's Agency: <u>MECC</u>	
Evaluator's agency address: <u>350 4 St. S Mpls MN</u>				
Evaluator's e-mail: <u>deanna.douglas@minneapolismn.gov</u>				
Name and Location of Incident or Situation (agency & area)	Incident Kind (hazmat, tornado, flood, structural fire, wildfire, search & rescue, exercise, etc.)	Number & Kind of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Management Level or Complexity Level
<u>Red Hot Chili Peppers Concert</u> <u>US Bank Stadium</u> <u>Minneapolis, MN</u>	<u>Planned Concert</u>	<u>40 Officers</u> <u>2-7100 laptops</u> <u>2- Portable Radios</u> <u>ICS</u> <u>1- EAP / 205</u>	<u>4/8/23</u> <u>1630 -</u> <u>2330</u>	<u>Type</u> <u>3</u>
<p>The tasks initialed & dated by me have been performed under my supervision in a satisfactory manner by the above named Trainee. I recommend the following for further development of this Trainee:</p> <p><input checked="" type="checkbox"/> The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p><input type="checkbox"/> The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p><input type="checkbox"/> Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p><input type="checkbox"/> The individual is severely deficient in the performance of tasks for the position and needs further training (both required & knowledge and skills needed) prior to additional assignment(s) as a Trainee.</p> <p>Comments: _____</p> <p>Date: <u>2/19/25</u> Evaluator's initials: <u>DD</u></p> <p>Evaluator's relevant agency certification or rating: <u>COML</u></p>				

RECORD OF EVALUATION

Leticia CardenasINTD

TRAINEE NAME

TRAINEE POSITION

Evaluation Record #3	Evaluator's name: <u>Deanna Douglas</u>	Evaluator's Title: <u>Ops Manager</u>	Evaluator's Agency: <u>MECC</u>	
Evaluator's agency address: <u>350 4 St S Mpls MN</u>				
Evaluator's e-mail: <u>deanna.douglas@minneapolis.mn.gov</u>				
Name and Location of Incident or Situation (agency & area)	Incident Kind (hazmat, tornado, flood, structural fire, wildfire, search & rescue, exercise, etc.)	Number & Kind of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Management Level or Complexity Level
<u>MN Vikings vs Raiders NFL Game US Bank Stadium Minneapolis, MN</u>	<u>Planned NFL Game</u>	<u>60-Officers 1-7100 Radio Laptop 1-Portable Radio 1-Set ICS/EAP Docs</u>	<u>8/10/24 1100-2000</u>	<u>Type 4</u>
<p>The tasks initiated & dated by me have been performed under my supervision in a satisfactory manner by the above named Trainee. I recommend the following for further development of this Trainee:</p> <p><input checked="" type="checkbox"/> The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p><input type="checkbox"/> The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p><input type="checkbox"/> Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p><input type="checkbox"/> The individual is severely deficient in the performance of tasks for the position and needs further training (both required & knowledge and skills needed) prior to additional assignment(s) as a Trainee.</p> <p>Comments: _____</p> <p>_____</p> <p>Date: <u>2/18/25</u> Evaluator's initials: <u>DD</u></p> <p>Evaluator's relevant agency certification or rating: <u>COML</u></p>				

RECORD OF EVALUATION

Leticia CardenasINTO

TRAINEE NAME

TRAINEE POSITION

Evaluation Record #4	Evaluator's name: <u>Deanna Douglas</u>	Evaluator's Title: <u>Ops Manager</u>	Evaluator's Agency: <u>MECC</u>	
Evaluator's agency address: <u>350 4th S Mpls MN</u>				
Evaluator's e-mail: <u>deanna.douglas@minneapolismn.gov</u>				
Name and Location of Incident or Situation (agency & area)	Incident Kind (hazmat, tornado, flood, structural fire, wildfire, search & rescue, exercise, etc.)	Number & Kind of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Management Level or Complexity Level
<u>MN Vikings vs ATL Falcons NFL Game</u> <u>US Bank Stadium Minneapolis, MN</u>	<u>Planned NFL Game</u>	<u>122 Officers</u> <u>2-7100 Radio laptop</u> <u>2- Portable Radios</u> <u>1- Set of ICS & EAP</u>	<u>12/8/24</u> <u>0800-1630</u>	<u>Type 4</u>
<p>The tasks initialed & dated by me have been performed under my supervision in a satisfactory manner by the above named Trainee. I recommend the following for further development of this Trainee:</p> <p><input checked="" type="checkbox"/> The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p><input type="checkbox"/> The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p><input type="checkbox"/> Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p><input type="checkbox"/> The individual is severely deficient in the performance of tasks for the position and needs further training (both required & knowledge and skills needed) prior to additional assignment(s) as a Trainee.</p> <p>Comments: _____</p> <p>Date: <u>2/18/25</u> Evaluator's initials: <u>DD</u></p> <p>Evaluator's relevant agency certification or rating: <u>COM L</u></p>				

All-Hazards INCIDENT TACTICAL DISPATCHER**INSTRUCTIONS FOR COMPLETING THE EVALUATION RECORD**

There are four separate pages provided to allow evaluations to be made during four separate occasions. These evaluations may be made on Incidents, Planned Events, Functional Exercises, Full Scale Exercises, Simulations, Drills, Classroom, or Daily Job functions (as specified in the Task tables). This should be sufficient for qualification in the position if the individual is adequately prepared. If additional evaluation pages are needed, they can be copied from a blank task book and attached. (Remember to change the Evaluation Record # to the next sequential number.)

COMPLETE THESE ITEMS AT THE END OF THE EVALUATION PERIOD:

Trainee's name and Trainee's position: Self Explanatory

Evaluator's name, title and agency: List the name of the evaluator, and his/her incident position (on incidents) or office title, and agency.

Evaluator's agency address, e-mail address and phone: Self explanatory

Evaluation Record #: The number prepopulated in the upper left corner of the evaluation page identifies a particular experience or group of experiences. This number should be placed in the column labeled "Evaluation Record #" on the Qualification Record for each task performed satisfactorily during the evaluation opportunity.

Name and Location of Incident or Situation: Identify the name of the incident (if there is one) and the location where the tasks were performed. If evaluation occurs during a short term situation rather than a named incident, list the responding agency and area.

Incident Kind: Enter kind of incident, e.g., hurricane, wild land fire, search and rescue, flood, preplanned event, full scale exercise, etc.

COMPLETE THESE ITEMS AT THE END OF THE EVALUATION PERIOD:

Number and Kind of Resources: Enter how many resources of each kind assigned to the incident pertinent to the trainee's task book position. (e.g. 2 mobile communications vehicles)

Duration: Enter inclusive dates during which the trainee was evaluated. If evaluation occurs during a short term situation, enter date and start and end time of evaluation. (e.g. 11/1/14 to 11/4/14)

Management Level or Complexity Level: Indicates ICS organization level, i.e., Type 5, Type 4, Type 3, Type 2, Type 1, Area Command.

Recommendation: Check as appropriate and/or make comments regarding the future needs for development of this trainee.

Date: List the date the record is being completed.

Evaluator's initials: Evaluator initials here to authenticate their recommendations and to allow for comparison with initials in the Qualifications Record.

Evaluator's relevant rating: Evaluator lists their certification relevant to the trainee position they supervised.

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

LETICIA A CARDENAS

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00100.b

Introduction to Incident Command System

ICS-100

Issued this 29th Day of November, 2010



Tony Russell
Superintendent
Emergency Management Institute

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

LETICIA A CARDENAS

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00144

**Telecommunicators Emergency Response Taskforce
(TERT) Basic Course**

Issued this 7th Day of October, 2017



Tony Russell
Superintendent
Emergency Management Institute

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

LETICIA A CARDENAS

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

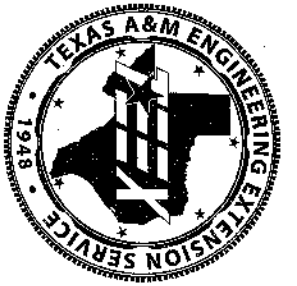
IS-00200.b

**ICS for Single Resources and
Initial Action Incident, ICS-200**

Issued this 29th Day of November, 2010



Tony Russell
Superintendent
Emergency Management Institute



HEMIA

TEXAS A&M ENGINEERING EXTENSION SERVICE

National Emergency Response and Rescue Training Center

in cooperation with the

Department of Homeland Security

Federal Emergency Management Agency

Leticia Cardenas

has successfully completed

Intermediate ICS-300 for Expanding Incidents

Minneapolis, Minnesota, United States

20 Hours

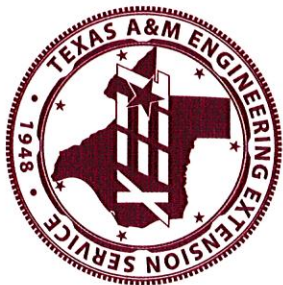
September 21 - 23, 2015

1771

Gary F. Sera, Director
Texas A&M Engineering Extension Service

H. Dawson, Jr.

H. Dawson, Jr., Director
National Emergency Response and Rescue Training Center
Texas A&M Engineering Extension Service



FEMA

TEXAS A&M ENGINEERING EXTENSION SERVICE

National Emergency Response and Rescue Training Center

in cooperation with the

Department of Homeland Security

Federal Emergency Management Agency

Leticia Cardenas

has successfully completed

Advanced ICS-400 Command and General Staff-Complex Incidents

Minneapolis, Minnesota, United States

14 Hours

February 23 - 24, 2016

Gary F. Sera, Director

Texas A&M Engineering Extension Service

H. Lawson, Jr., Director

National Emergency Response and Rescue Training Center

Texas A&M Engineering Extension Service

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

LETICIA A CARDENAS

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00700.a

National Incident Management System (NIMS)

An Introduction

Issued this 18th Day of November, 2010




Tony Russell
Superintendent
Emergency Management Institute

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

LETICIA CARDENAS

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00800.b

National Response Framework, An Introduction

Issued this 20th Day of September, 2015



Tony Russell
Superintendent
Emergency Management Institute

CERTIFICATE OF COMPLETION

THIS CERTIFICATE RECOGNIZES THAT

Leticia Cardenas

Successfully completed the All-Hazards
Virtual Incident Tactical Dispatcher (INTD) Course
during 19-23 September 2022



A handwritten signature in blue ink, which appears to read "BBB-J", is positioned above the printed name of the official.

Billy Bob Brown, Jr.

Executive Assistant Director for Emergency Communications
Cybersecurity and Infrastructure Security Agency

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)

Cardenas, Leticia Ann

Certifying

Agency

Minneapolis Emergency Communications Center

County

Hennepin

ECB/ESB

Region

Metro

Agency Address

350 S. 5th St, Minneapolis, MN 55415

24/7

Telephone

612-348-2345

Business

Telephone

612-673-5910

Email Address

leticia.Cardenas@minneapolismn.gov

Signature

Date

2/19/25

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

Joni K. Hodne - DIRECTOR

Agency

MECC

Signature

Date

Joni K. Hodne

2/24/2025

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 Cardenas, Leticia Ann
(Last, First Middle)

Agency MECC/Mpls Emergency Comm Center

ECB/ESB Metro
Region

Position:

☒ COML
☐ INTD

☐ COMT
☐ RADO

☐ INCM
☐ 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	2/18/2022	Co-wrote the ICS205 for Twin Cities Trial-Potter Sentencing. Agencies: Minneapolis Police, Hennepin Co. Sheriffs, and State Patrol. Verification, Joni Hodne.
1	2/23/2022 & 2/24/2022	Co-wrote the ICS205 for Taylor Swift Concerts at US Bank Stadium-401 Chicago Ave, Minneapolis. Agencies: Minneapolis Police, Hennepin Co. Sheriff, Wright Co. Sheriff, and Hennepin EMS. Verification, Joni Hodne.
1	8/12/23	Wrote the ICS 205 for Ed Sheeran Concert at US Bank Stadium-401 Chicago Ave, Minneapolis. Agencies: Minneapolis Police, Hennepin Co. Sheriff and Wright Co. Sheriff. Verification, Joni Hodne.
1	11/9/2023	Wrote the ICS 205 for Billy Joel & Stevie Nicks Concert at US Bank Stadium-401 Chicago Ave, Minneapolis. Agencies: Minneapolis Police, Hennepin Co. Sheriff and Wright Co. Sheriff. Verification, Joni Hodne.
1	6/10/2024 through 6/11/2024	Wrote the ICS205 for Minneapolis City Police coverage for Officer Jamal Mitchell Funeral. Citywide Coverage. Agencies: Minneapolis PD, Minneapolis Park PD, Ramsey Co. Sheriff, St. Paul PD, Rogers PD, Plymouth PD, Airport PD, Bloomington PD, St. Anthony Village PD, Metro Transit PD, Hennepin EMS, Brooklyn Center PD, Brooklyn Park PD, Crystal PD, Robbinsdale PD, Osseo PD, New Hope PD, Eden Prairie PD, Edina PD, Hopkins PD, Minnetonka PD, St. Louis Park PD, and Richfield PD. Verification, Joni Hodne
4	6/11/2024	Wrote the ICS205 & served as the COML for the entire planning period & operations period for Officer Jamal Mitchell's Funeral at Maple Grove High School-9800 Fernbrook Ln N, Maple Grove. Planning period was 6/4/24-6/10/24. Agencies: Minneapolis PD, Minnetonka PD, Maple Grove PD, Hopkins PD, State Patrol, Bloomington PD, Minneapolis FD, Minneapolis Public Works & Traffic Control, North Memorial & Hennepin EMS, Honor Guard, and LEMA. Verification, Joni Hodne.
3	7/4/2024 through 7/5/2024	Wrote the ICS205 & served as the COML for Red, White and Boom Fireworks Detail. Minneapolis Citywide. Agencies: Minneapolis Police, Minneapolis Park Police, and Minneapolis Traffic Control. Verification, Joni Hodne
1	10/6/2024	Co-wrote the ICS205 for Medtronic Twin Cities Marathon from the City of Minneapolis to the City of St. Paul. Agencies: Minneapolis Police, Ramsey Co. Sheriff, St. Paul Police, Hennepin EMS, St. Paul Fire Department, and Ramsey Co. Amateur Radio Group. Verification, Joni Hodne.
1	10/20/2024	Wrote the ICS 205 for Vikings vs. Lions NFL Game at US Bank Stadium-401 Chicago Ave, Minneapolis. Agencies: Minneapolis Police, Hennepin Co. Sheriff, Anoka Co. Sheriff and Wright Co. Sheriff. Verification, Joni Hodne.
3	12/9/24, 12/10/24, & 12/11/24	Wrote the ICS205 and served as the daily COML for Violent Crime Reduction Summit Detail at Hyatt Regency Hotel, 1300 Nicollet Mall, Minneapolis. Agencies: Minneapolis Police, Hennepin Co. Sheriff, State Patrol, Metro Transit Police and and Minneapolis Traffic Control. Verification, Joni Hodne.

I certify that the above information is an accurate portrayal of my participation in the activities.

Signature

Date: 2/19/2025

MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN	INCIDENT/EVENT NAME	DATE/TIME PREPARED	OPERATIONAL PERIOD DATE/TIME
SECURITY DATA - L.E. SENSITIVE	Twin Cities Trial - Potter Sentencing	2/17/2022 20:45	2/18/2022 0800-0000

Line	Function (NET) (COMMAND, TACTICAL, SUPPORT, AIR)	Talkgroup/Channel/Phone	Assignment (Job title, position)	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode (A or D)	Remarks
1	TACTICAL	LTAC 9E	LAW	ARMER		(Encrypted Talkgroup)		D	Primary West Metro MFF
2	TACTICAL	LTAC 10E	LAW	ARMER		(Encrypted Talkgroup)		D	Secondary West Metro MFF
3	TACTICAL	HCSO-3E	LAW	ARMER		(Encrypted Talkgroup)		D	Hennepin Co. Court/Campus
4	TACTICAL	MPPD-3	LAW	ARMER		(Clear Talkgroup)		D	MPPD Precinct 1/Downtown Main
5	SUPPORT	ME TAC 9	LAW	ARMER		(Clear Talkgroup)		D	State Patrol talkaround
6	SUPPORT	763-249-0883	LE/FIRE/EMS						Hennepin Dispatch
7	SUPPORT	612-348-7240	LE/FIRE/EMS						Minneapolis Dispatch Supervisor
8									
9									
10									
11									
12									
13									
14									
15									

SPECIAL INSTRUCTIONS

At this time there is no designated dispatcher for LTAC9E or LTAC10E. If one is needed, contact Minneapolis Dispatch or Hennepin Co. Dispatch depending on where the incident is occurring to request a dedicated dispatcher.

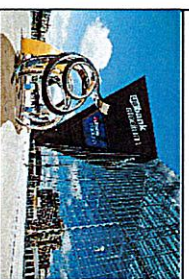
COM1: Leticia Cardenas / Curt Meyer
 AGENCY: Minneapolis 911 / Hennepin County Sheriff
 PHONE: 612-388-9534 / 612-596-1922
 EMAIL: leticia.cardenas@minneapolismn.gov / curtis.meyer@hennepin.us

INCIDENT/EVENT LOCATION

Minneapolis Hennepin County Courthouse

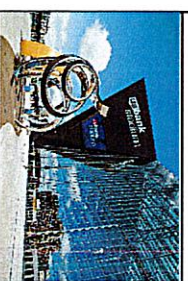
The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital or "M" indicating mixed mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the Rx and Tx reversed. (MESB Version 1.0, 11/2015)

MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN				INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME	
				US Bank Stadium Event: Taylor Swift Concert		6/21/2023 19:00:00 PM		6/23/2023 1345-0000	
Line	Function (NET) <small>(ECONOMY, PRACTICE, SUPPORT, AND</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, POLICE, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D, or M)</small>	Remarks
1	Command	612-919-4926	LAW	Cellular	N/A	N/A	N/A	N/A	HCSO Capt. Mike Jerde
2	Command	612-434-0697	EMS	Cellular	N/A	N/A	N/A	N/A	Deputy Chief Andy Jakacki MetroReg-METAC 8 on MPD Q-Emerg Mngmnt-METAC 8 on HCSO Metro-METAC 8 on WCSO
3	Tactical	METAC 8	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Stadium EMS Operations
4	Tactical	HCEMS-EVT	EMS	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Field To Hospital EMS Reports
5	Support	WEST MRCC2	EMS	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Hennepin EMS Dispatch
6	Support	HC-DTWN	EMS	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Hennepin EMS Dispatch
7	Support	612-777-8937	LAW	Landline	N/A	N/A	N/A	N/A	SOC Law Dispatcher @ US Bank Stadium
8	Support	612-348-7240	LAW	Landline	N/A	N/A	N/A	N/A	MECC Duty Supervisor
9	Support	612-347-2141	EMS	Landline	N/A	N/A	N/A	N/A	Hennepin EMS Dispatch
10									
11									

		COML: Leticia Cardenas (Law) / Scott Huppert (EMS) PHONE: 612-388-9534 / 651-755-4597 AGENCIES: Minneapolis Emergency Communications / Hennepin EMS EMAILS: leticia.cardenas@minneapolismn.gov / Scott.Huppert@HCMED.ORG	INCIDENT/EVENT LOCATION US Bank Stadium Event: Taylor Swift Concert 401 Chicago Ave, Minneapolis
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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 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. (MESB Version 1.0, 1/12/015)

MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME US Bank Stadium Event: Taylor Swift Concert		DATE/TIME PREPARED 6/21/2023 19:30:00 PM		OPERATIONAL PERIOD DATE/TIME 6/24/2023 1430-0015		
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AND)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, EMS, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D, or M)</small>	Remarks
1	Command	612-919-4926	LAW	Cellular	N/A	N/A	N/A	N/A	HCSO Capt. Mike Jerde
2	Command	612-434-0697	EMS	Cellular	N/A	N/A	N/A	N/A	Deputy Chief Andy Jakacki MetroReg-METAC 8 on MPD Q-Emerg Mngmnt-METAC 8 on HCSO Metro-METAC 8 on WCSO
3	Tactical	METAC 8	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Stadium EMS Operations
4	Tactical	HCEMS-EVT	EMS	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Field To Hospital EMS Reports
5	Support	WEST MRCC2	EMS	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Hennepin EMS Dispatch
6	Support	HC-DTWN	EMS	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	SOC Law Dispatcher @ US Bank Stadium
7	Support	612-777-8937	LAW	Landline	N/A	N/A	N/A	N/A	MECC Duty Supervisor
8	Support	612-348-7240	LAW	Landline	N/A	N/A	N/A	N/A	Hennepin EMS Dispatch
9	Support	612-347-2141	EMS	Landline	N/A	N/A	N/A	N/A	
10									
11									




COM1: Leticia Cardenas (Law) / Scott Huppert (EMS)
PHONE: 612-388-9534 / 651-755-4597
AGENCIES: Minneapolis Emergency Communications / Hennepin EMS
EMAILS: leticia.cardenas@minneapolismn.gov / Scott.Huppert@HCMED.ORG

INCIDENT/EVENT LOCATION
 US Bank Stadium Event:
 Taylor Swift Concert
 401 Chicago Ave, Minneapolis

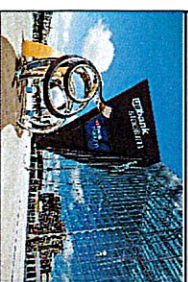
The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital or "M" indicating mixed mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the Rx and Tx reversed. (MESB Version 1.0, 11/2015)

MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN				INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME	
				US Bank Stadium Event: Ed Sheeran Concert		8/10/2023 12:30		8/12/2023 1400-0000	
Line	Function (NET) <small>(COMMAND, INCIDENT, SUPPORT, AID)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FBI, EMS, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D, M, P)</small>	Remarks
1	Command	612-328-5869	Incident Command	Cellular					HCSO Capt. Matt Steffens
2	Operations	METAC 8	Law	ARMER 800 MHz		ARMER 800 MHz		D	MetroReg-METAC 8 on MPD Q-Emerg Mngmnt-METAC 8 on HCSO Metro-METAC 8 on WCSO
3	Support	612-777-8937	Communications	Landline					SOC LE Dispatcher @ US Bank Stadium
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11									


		COM1: Leticia Cardenas PHONE: 612-388-9534 AGENCY: Minneapolis Emergency Communications EMAIL: leticia.cardenas@minneapolismn.gov		INCIDENT/EVENT LOCATION US Bank Stadium Event: Ed Sheeran Concert 401 Chicago Ave, Minneapolis	
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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 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. (MESA Version 1.0, 11/2015)

MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME		
			US Bank Stadium Event: Billy Joel & Stevie Nicks Concert		11/9/23 1030		11/10/23 1500-0015		
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, BORG)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, EMS, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D, W, M)</small>	Remarks
1	Incident Command	612-919-4926	Law	Cellular	N/A	N/A	N/A	N/A	HCSO Capt. Mike Jerde
2	Tactical	ME TAC 8	Law	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Zone MetroReg = ME TAC 8 on MPD Zone Q-Emerg Mngmnt = ME TAC 8 on HCSO Zone Metro = ME TAC 8 on WCSO
3	Support	612-777-8937	Communications	Landline	N/A	N/A	N/A	N/A	SOC LE Dispatcher @ US Bank Stadium
4									
5									
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		COM1: Leticia Cardenas PHONE: 612-388-9534 AGENCY: Minneapolis Emergency Communications EMAIL: leticia.cardenas@minneapolismn.gov	INCIDENT/EVENT LOCATION US Bank Stadium Event: Billy Joel & Stevie Nicks Concert 401 Chicago Ave, Minneapolis
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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," "D" indicating analog or digital or "W" 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. (MIESB Version 1.0, 11/2015)


MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME	DATE/TIME PREPARED	OPERATIONAL PERIOD DATE/TIME
			 Minneapolis Citywide Response	6/8/2024 @ 1400	Monday, 6/10/2024 2000 thru Tuesday, 6/11/24 2100

Line	Function (NET) <small>FUNCTION: TACTICAL, SUPPORT, EMS</small>	Talkgroup/Channel/Phone	Assignment <small>HOW: LAW, PSAP, CHIEF</small>	RX Freq (N or W)	RX Tone/NA	TX Freq (N or W)	TX Tone/NA	Mode <small>(A, D, F, M)</small>	Remarks
1	TACTICAL	LTAC 3	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	Minneapolis Channel 1 LTAC 3 patched to MPPD 1 if needed
2	TACTICAL	MP PD 1	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	
3	TACTICAL	LTAC 4	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	Minneapolis Channel 2 LTAC 4 patched to MPPD 2 if needed
4	TACTICAL	MP PD 2	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	
5	TACTICAL	ME TAC3	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	Minneapolis Channel 3 ME TAC4 patched to MPPD 3 if needed **will only open if needed**
6	TACTICAL	MP PD 3	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	
7	TACTICAL	METAC4	EMS	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	EMS mutual aide for Hennepin EMS
8	SUPPORT	ME TAC9	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	MPD and Multi-Agency Talkaround METAC9 patched to MPPD 5
9	SUPPORT	MP PD5	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	
10	SUPPORT	LTAC1E	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	Ramsey Co/SPPD RECC Talk-around
11	SUPPORT	LTAC12E	LAW	ARMER 800mhz	N/A	ARMER 800mhz	N/A	D	Ramsey Co/SPPD RECC Data Channel
12	SUPPORT	METAC12E	PSAP to PSAP	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	N/A	PSAP to PSAP communication Minneapolis / Assisting Agencies & TOC INTD
13	SUPPORT	612-348-7241	Minneapolis Ch. 1 Dispatcher	Landline	N/A	N/A	N/A	N/A	Minneapolis 911/ECC Channel 1 Dispatcher
14	SUPPORT	612-348-7242	Minneapolis Ch. 2 Dispatcher	Landline	N/A	N/A	N/A	N/A	Minneapolis 911/ECC Channel 2 Dispatcher
15	SUPPORT	612-348-7247	Minneapolis Data Channel	Landline	N/A	N/A	N/A	N/A	Minneapolis 911/ECC Data Channel MPPD Channel 7
16	SUPPORT	612-348-7240	Minneapolis On-Duty Supervisor	Landline	N/A	N/A	N/A	N/A	Minneapolis 911/ECC On-Duty Supervisor




SPECIAL INSTRUCTIONS

COML: leticia Cardenas		INCIDENT/EVENT LOCATION
AGENCY: Minneapolis Emergency Communications		
PHONE: 612-388-9534		
EMAIL: leticia.Cardenas@minneapolismn.gov		Minneapolis Citywide Response

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 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. (MESB Version 1.0, 1/1/2015)



MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME		
			 Funeral for Officer Jamal Mitchell		6/8/2024 @ 1200		6/11/2024 0600-0000		
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AIR)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, PARAM, OTHER)</small>	RX Freq (N or W)	RX Tone/NA	TX Freq (N or W)	TX Tone/NA	Mode <small>(SINGLE, DUPLX)</small>	Remarks
1	COMMAND	STAC9	COMMAND	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	IC-MPD DC Kingsbury 612-919-8815
2	INFORMATION	STAC10	STATEWIDE INFO	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	Incoming Announcements Statewide Interop
3	TACTICAL	STAC11	STAGING	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	Exterior Including Parking/Exit Staging Command Staff Talk Around Minnetonka, Maple Grove, Hopkins (Hennepin Zone in Portables)
4	TACTICAL	HTAC8E	STAGING CS	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	Procession/Escort to and from State Patrol, Mpls Public Works(C Bank), Mpls Traffic Control(C Bank)
5	TACTICAL	STAC4	PROCESSION	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	Interior Service Coordiantion
6	TACTICAL	STAC12	SERVICE	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	Interior / Exterior Tactical Security
7	TACTICAL	METAC5	TACTICAL SECURITY	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	Formation / Movement (Bloomington PD, zone ME)
8	TACTICAL	ME TAC6	FORMATION	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	EMS Rehab Interop
9	TACTICAL	ME TAC7	EMS REHAB INTEROP	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	FLIGHT/FLY OVER
10	TACTICAL	ME TAC8	EMS INTEROP	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	PSAP to PSAP communication Minneapolis Patrol Dispatch & Funeral of Officer Mitchell
11	AIR	STAC7	FLIGHT/AIR	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	Tactical Operations Center Dispatcher
12	SUPPORT	METAC12E	PSAP to PSAP	ARMER 800 mhz	N/A	ARMER 800 mhz	N/A	D	Minneapolis 911/MECC
13	SUPPORT	612-388-9534	TOC DISPATCH	Cell	N/A	N/A	N/A	N/A	
14	SUPPORT	612-348-2345	Minneapolis 911/MECC	Landline	N/A	N/A	N/A	N/A	
SPECIAL INSTRUCTIONS									
INTD will be on STAC9 and STAC10. Statewide Broadcasts will occur on STAC10.									
COM1: Leticia Cardenas			INCIDENT/EVENT LOCATION						
AGENCY: Minneapolis Emergency Communications			Funeral for Officer Jamal Mitchell						
PHONE: 612-388-9534			Maple Grove High School 9800 Fernbrook Ln N Maple Grove MN, 55369						
EMAIL: leticia.Cardenas@minneapolismn.gov									



MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME		
			 2024 Red, White and Boom Fireworks		 6/25/2024 @ 1830		7/4/2024 1400 to 7/5/24 0400		
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AND)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, TACTICAL, COMMAND)</small>	RX Freq (N or W)	RX Tone/NA	TX Freq (N or W)	TX Tone/NA	Mode <small>(S, D, or M)</small>	Remarks
	COMMAND	612-919-8815	COMMAND	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	IC-MPD DC Kingsbury Traffic Posts
2	TACTICAL	MPPD8	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Mpls Park PD, MPD, Mpls Traffic Control <small>(Spec Events on portables)</small>
3	TACTICAL	LTAC6E	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Encrypted for Command and Response Groups <small>(Enc Int on portables)</small>
4	TACTICAL	METAC5	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Reserved for Interop Expansion
5	TACTICAL	METAC8	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Reserved for Interop Expansion
6	SUPPORT	612-388-9534	COML/INTD MECC	Cell	N/A	Cell	N/A	N/A	INTD/COML at EOC
7	SUPPORT	612-348-7240	SUPERVISOR MECC NON-	Landline	N/A	Landline	N/A	N/A	MECC On-Duty Supervisor
8	SUPPORT	612-348-2345	MECC NON- EMERGENCY	Landline	N/A	Landline	N/A	N/A	MECC Non-Emergency
9									
10									
11									
12									
13									
14									
SPECIAL INSTRUCTIONS									
Dispatcher will be on LTAC 6E.									
COML: Leticia Cardenas AGENCY: Minneapolis Emergency Communications PHONE: 612-388-9534 EMAIL: Leticia.Cardenas@minneapolismn.gov					 2024 Red, White and Boom Fireworks Activities on East and West Side of River				



MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME		
			Medtronic Twin Cities Marathon		9/18/24 1400		Sunday, 10/6/2024 0400-1500		
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AID)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, EMS, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, V, P, M)</small>	Remarks
1	Command	952-913-6146	East EMS Branch	Cell Phone					SPFD Asst. Chief Sampson
2	Command	612-271-6462	West EMS Branch	Cell Phone					HEMS Batt. Chief Lupkes
3	Command	612-219-2807	East Incident Command	Cell Phone					SPPD IC CMDR. Murphy
4	Command	612-990-6846	West Incident Command	Cell Phone					MPD IC Lt. Kukow
5	Command	HCTAC-8	EMS	ARMER 800 MHz		ARMER 800 MHz		D	West EMS Command
6	Tactical	METAC-7	EMS	ARMER 800 MHz		ARMER 800 MHz		D	West EMS Operations
7	Tactical	METAC-8	EMS	ARMER 800 MHz		ARMER 800 MHz		D	East EMS Operations
8	Tactical	WMRCC/EMRCC	EMS	ARMER 800 MHz		ARMER 800 MHz		D	Patient Information Relays / Transport Information
9	Tactical	METAC-5	Law	ARMER 800 MHz		ARMER 800 MHz		D	Expansion Channel for Potential Protests in St. Paul
10	Tactical	METAC-6	Law	ARMER 800 MHz		ARMER 800 MHz		D	SPPD and Finish Line/Capitol Complex Operations
11	Tactical	MPPD 10	Law	ARMER 800 MHz		ARMER 800 MHz		D	MPD Operations
12	Support	612-501-9914	EMS EOC	Cell Phone					SPC Events (Special Events) 10
13	Support	651-266-7703	Communications	Landline					EMS Coord. Greg Hayes
14	Support	612-348-7240	Communications	Landline					RECC Duty Supervisor
15	Support	612-475-6479	MACC	Cell Phone					MPD Sgt. Thorsten @ MACC Veterans Service Building 20 W 12th St. St. Paul
16	Support	RPOOL10	Other	ARMER 800 MHz		ARMER 800 MHz		D	Ramsey Amateur Radio Group
SPECIAL INSTRUCTIONS									
METAC-5 will only be used if protests occur in St. Paul.									
Minneapolis 			PREPARED BY COM1s: Leticia Cardenas, Tyler Lupkes, Don Smiley			INCIDENT/EVENT LOCATION Medtronic Twin Cities Marathon Minneapolis and St. Paul, Minn			
AGENCY: MECC, HEMS, RECC PHONE: 612-388-9534 EMAIL: leticia.cardenas@minneapolismn.gov									

MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME		
			US Bank Stadium Event: Vikings vs Lions		10/20/2024 1:50		10/20/2024 0600-2000		
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AID)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, AID, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D, M)</small>	Remarks
1	Incident Command	612-290-5212	Law	Cellular	N/A	N/A	N/A	N/A	MPD Insp. Adams 1601
	Incident Command	612-246-2476	Law	Cellular	N/A	N/A	N/A	N/A	HCSO Capt. Gottwaldt 1602
2	Tactical	ME TAC 8	Law	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Zone MetroReg = ME TAC 8 on MPD Zone Q-Emerg Mngmnt = ME TAC 8 on HCSO Zone Metro = ME TAC 8 on WCSO Zone C or ME = ME TAC 8 on ACSO
3	Support	612-777-8937	Communications	Landline	N/A	N/A	N/A	N/A	SOC LE Dispatcher @ US Bank Stadium
4									
5									
6									
7									
8									
9									
10									
11									
SOC LE Dispatcher start time is 0800									
COM1: Leticia Cardenas PHONE: 612-388-9534 AGENCY: Minneapolis Emergency Communications EMAIL: Leticia.Cardenas@minneapolismn.gov					US Bank Stadium Event: Vikings vs Lions 401 Chicago Ave, Minneapolis				

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MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME		
			Violent Crime Reduction Summit		11/12/2024 @ 1900		12/9/2024 0600-1830		
Line	Function (NET) <small>(COMM, INT, TACT, Support, Asst)</small>	Talkgroup/Channel/Phone	Assignment <small>(COMM, INT, TACT, Other)</small>	RX Freq (N or W)	RX Tone/NA C	TX Freq (N or W)	TX Tone/NA C	Mode <small>(A, D, S, M)</small>	Remarks
	COMMAND	612-247-2789	COMMAND	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	IC-MPD Cmdr. Campbell Traffic Posts
2	TACTICAL	MPPD8	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	MPD, Mpls Traffic Control (Spec Events on MPD portables)
3									Encrypted for Command and Response Groups Enc Int=MPD portables E-Detail or X-STWD LAW=HCSO Portables STATE INTEROP=MSP portables Encrypted Zone H=MTD portables
4	TACTICAL	LTAC12E	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	
5	SUPPORT	612-388-9534	COML/INTD	Cell	N/A	Cell	N/A	N/A	INTD/COML at Command Post
6	SUPPORT	612-348-7240	MECC SUPERVISOR	Landline	N/A	Landline	N/A	N/A	MECC On-Duty Supervisor
7									
8									
SPECIAL INSTRUCTIONS									
Dispatcher will be on LTAC12E 0730-1830									
COML: Leticia Cardenas AGENCY: Minneapolis Emergency Communications PHONE: 612-388-9534 EMAIL: Leticia.Cardenas@minneapolismn.gov					<div>  Violent Crime Reduction Summit Hyatt Regency Hotel 1300 Nicollet Mall, Minneapolis </div> <div>  </div>				

MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN		INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME			
		Violent Crime Reduction Summit		11/12/2024 @ 1900		12/10/2024 0600-1830			
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, INTD)</small>	Talkgroup/Channel/Phone	Assignment <small>(COML, INTD, LAW, MECC)</small>	RX Freq (N or W)	RX Tone/NA C	TX Freq (N or W)	TX Tone/NA C	Mode <small>(A, D, M)</small>	Remarks
	COMMAND	612-247-2789	COMMAND	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	IC -MPD Cmdr. Campbell Traffic Posts MPD, Mpls Traffic Control (Spec Events on MPD portables)
2	TACTICAL	MPPD8	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Encrypted for Command and Response Groups Enc Int=MPD portables E-Detail or X-STWD LAW=HCSO Portables STATE INTEROP=MSP portables Encrypted Zone H=MTPD portables
3	TACTICAL	LTAC12E	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	
4	SUPPORT	612-388-9534	COML/INTD	Cell	N/A	Cell	N/A	N/A	INTD/COML at Command Post
5	SUPPORT	612-348-7240	MECC SUPERVISOR	Landline	N/A	Landline	N/A	N/A	MECC On-Duty Supervisor
6									
7									
8									
SPECIAL INSTRUCTIONS									
Dispatcher will be on LTAC12E 0730-1830									
COML: Leticia Cardenas AGENCY: Minneapolis Emergency Communications PHONE: 612-388-9534 EMAIL: Leticia.Cardenas@minneapolismn.gov				<div>  Violent Crime Reduction Summit Hyatt Regency Hotel 1300 Nicollet Mall, Minneapolis </div> <div>  </div>					

MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME		
			Violent Crime Reduction Summit		11/12/2024 @ 1900		12/11/2024 0600-1830		
Line	Function (NET) <small>(ICOMMAND, INTACTAC, SUPPTACT, ARB)</small>	Talkgroup/Channel/Phone	Assignment <small>(COML, INT, LAW, OTHER)</small>	RX Freq (N or W)	RX Tone/NA C	TX Freq (N or W)	TX Tone/NA C	Mode <small>(A, P, M)</small>	Remarks
	COMMAND	612-247-2789	COMMAND	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	IC -MPD Cmdr. Campbell Traffic Posts MPD, Mpls Traffic Control (Spec Events on MPD portables)
2	TACTICAL	MPPD8	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	Encrypted for Command and Response Groups Enc Int=MPD portables E-Detail or X-STWD LAW=HCSO Portables STATE INTEROP=MSP portables Encrypted Zone H=MTPD portables
3	TACTICAL	LTAC12E	LAW	ARMER 800 MHz	N/A	ARMER 800 MHz	N/A	D	
4	SUPPORT	612-388-9534	COML/INTD	Cell	N/A	Cell	N/A	N/A	INTD/COML at Command Post
5	SUPPORT	612-348-7240	MECC SUPERVISOR	Landline	N/A	Landline	N/A	N/A	MECC On-Duty Supervisor
6									
7									
8									
SPECIAL INSTRUCTIONS									
Dispatcher will be on LTAC12E 0730-1830									
COML: Leticia Cardenas AGENCY: Minneapolis Emergency Communications PHONE: 612-388-9534 EMAIL: Leticia.Cardenas@minneapolismn.gov					<div>  National Public Safety PARTNERSHIP </div> <div> INCIDENT/EVENT LOCATION Violent Crime Reduction Summit Hyatt Regency Hotel 1300 Nicollet Mall, Minneapolis </div> <div>  National Public Safety PARTNERSHIP </div>				

COMU Position Recognition Application

Application Type:

☐ Initial Application☒ Renewal☐ Change of Status

Position:

☒ COML☐ COMT☐ INCM☒ INTD☐ RADO☐ AECS

Name

Boucher-Jackson, Sara Anne

(Last, First Middle)

Certifying
Agency

MSP Airport Police Department

County

Hennepin

ECB/ESB Metro
Region

Agency Address

6920 34th Ave S, Minneapolis, MN 55450

24/7
Telephone

612-726-5577

Business Telephone 612-467-0967

Email Address

sara.boucher-jackson@mspmac.org

Signature

DocuSigned by:

Sara Boucher-Jackson

Date 03/26/25

A17A375D4CD4469...

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 providing the Agency Certification.

Name & Title

Craig Olson, Deputy Chief of Police

Agency

Airport Police Department

Signature

Signed by:



Date 03/26/25

4631FAB982BF4BE...

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

SECB Interoperability Committee & Statewide Interoperability Coordinator (SWIC) Recognition

The SECB Interoperability Committee and the SWIC have reviewed and approved this request for state recognition.

SWIC

Signature

Date

COMU Experience Record

Name

Boucher-Jackson, Sara Anne

(Last, First Middle)

Agency

MSP Airport Police Department - 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	November 1-5, 2021	NIMS ICS All-Hazards Communications Unit Leader Train-The- Trainer Course
3	October 8, 2024	Develop and evaluate Western Colorado Interoperable Communications Tabletop Exercise (CISA/ICTAP)
3	November 8-10, 2023	SIMCELL/Controller for New Jersey Interoperable Communications Functional Exercise (CISA/ICTAP)
1	November 1, 2023	ICS 205 for POTUS Visit & Pro Palestine Protest (MSP Airport)
3	August 8, 2023	INDT/INCM Overview Presentation (CISA/ICTAP)
3	May 8, 2024	MSP Airport Full Scale Exercise - CrashEx. Emergency Communications Center Department Representative COML under the Multi-Agency Coordination Branch. Barret Lane Emergency Manager/Exercise Coordinator.

I certify that the above information is an accurate portrayal of my participation in the activities.

DocuSigned by:

Signature

Sara Boucher-Jackson

A17A375D4CD4469...

Date:

03/26/25

- Renewing recognition
- Change recognition status (e.g. new employer, retirement, etc.)

Position

- Initial Recognition: Check only one position box
- Recognition Renewal: Check only one position box, unless expiration dates are the same
- Change of Recognition Status: Check all applicable position boxes

Demographics

- Name: Your full, legal name
- Certifying Agency: The agency providing Workers Compensation and other liability-related protections
- County: If you serve in multiple counties, list them or write "multiple"
- ECB/ESB Region: List the ECB/ESB region in which you serve. If the state, write "state"
- Telephones: The numbers provided will be used to populate or update a federal COMU resource database (CASM)

Agency Certification

- This section *certifies* you to serve in a COMU position as an agent of your agency.
- This section assures an incident commander that the deployed person is covered by employment-related protections such as workers compensation and liability insurance.
- This section should be completed and signed by an authorized representative from your agency.

Submission

- The completed form should be submitted to the Emergency Communications/Services Board (ECB/ESB) region where recognition is requested. When regionally approved, the region may forward to the Statewide Interoperability Coordinator for state recognition consideration.
- State employees may submit the form to the SWIC or to an ECB/ESB region. Regional recognition is necessary for inclusion on a regional team.

COMU Experience Record

Points

- Using the chart from the Standard Operating Guidelines (SOG), enter the number of points that you believe should be recorded for the event.

Date

- Enter the date or dates you provided the service or activity.

Summary

- Summarize the activity by providing information such as:
 - General Summary
 - Location
 - Activity – what specific role did you play at the event?
 - Participants – identify the main agencies participating in the event
 - Who Can Verify – who can verify your activities at the event (name & contact info)?

Submission

- The completed form should be submitted along with the *COMU Position Recognition Application* and supporting documents to the ECB/ESB region where recognition is requested. When regionally approved, the region may forward to the Statewide Interoperability Coordinator for state recognition consideration.
- State employees may submit the form to the Statewide Interoperability Coordinator (SWIC) or to an ECB/ESB region.

COMU Position Recognition Application

Application Type:

☐ Initial Application ☒ Renewal ☐ Change of Status

Position:

☐ COML ☒ COMT ☐ INCM

Name
(Last, First Middle) Wagner, Kya K

Certifying
Agency Metropolitan Airports Commission

County Hennepin ECB/ESB
Region Metro

Agency Address 6920 34th Ave S.

24/7
Telephone (760) 908-7193 Business
Telephone (612) 726-5577

Email Address Kya.Wagner@MSPMAC.org

Signature [Signature] Date 3/31/2025

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 providing the Agency Certification.

Name & Title Thomas Groninga, Asst. Mngt. COM L

Agency Metropolitan Airports Commission

Signature [Signature] Date 3/31/25

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 _____

SECB Interoperability Committee & Statewide Interoperability Coordinator (SWIC) Recognition

The SECB Interoperability Committee and the SWIC have reviewed and approved this request for state recognition.

SWIC
Signature _____ Date _____

COMB Experience Record

Name (Last, First Middle) Wagner, Kya K.

Agency Metropolitan 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	7/15-7/17/2022	CISA Virtual AuxComm Course / Certificate
1	05/10/2024	NENA Advanced Police Dispatching / Certificate
1	11/7/2024	NENA Preparing Telecommunicator Tunnel Vision / Certificate
1	12/12/2024	NENA Enhanced Fire Dispatching / Certificate
1	02/09/2023	Dispatcher CIT / Mental Health Awareness Training / Certificate

I certify that the above information is an accurate portrayal of my participation in the activities.

Signature  Date: 3/31/2025



To: Metro TOC, Chair Jake Thompson

CC: Tracey Fredrick

From: Ron Jansen

Date: 15 April 2025

Greetings,

Dakota County and the Law Enforcement Agencies contained within are seeking a waiver to a portion of Regional Standard 3.15.0, Metro ARMER ME LSEC Talkgroups. Dakota County will add the additional ME LSEC 02E through ME LSEC 09E talkgroups, DES encrypted (Data Encryption Standard), to the Law Enforcement radio programming templates and the Dakota-911 PSAP console positions. However, until all Law Enforcement radios in the County have the capability of AES encryption (Advanced Encryption Standard) Dakota plans **not** to add ME LSEC 10E through ME LSEC 15E to radio programming templates and PSAP console positions.

Dakota County will have a few cache radios that will be programmed with these resources in the event of a catastrophic event where the use of AES encryption may be a necessity.

Once all of the Law Enforcement Radios in the County have either been updated or replaced Dakota County will add the additional talkgroups to the programming templates.

Thank you for your consideration on this request.

Sincerely,

Ron Jansen

Dakota County Radio System Coordinator

P: 952 891-7886

E: ron.jansen@co.dakota.mn.us

Risk Management

P 651-438-4558 **F** 651-438-4405 **W** www.dakotacounty.us

A Dakota County Administration Center • 1590 Highway 55 • Hastings • MN 55033



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date:

April 23, 2025

Agenda Item:

**4C. Approval of Regional
Needs Document**

Presenter:

Fredrick

RECOMMENDATION

Staff recommend the Radio TOC recommend approval of the 2025 regional needs document.

BACKGROUND

In late 2022, the Southwest Emergency Communications Board (SWECEB) created a document to include regional and individual county ARMER funding needs. This document was discussed at the SECB Finance Committee on February 9, 2023; the Finance Committee formally asked each region to complete a regional needs document and return it to the SECB Grants Workgroup by May 2023. Subsequently, the SECB Finance Committee requested regions annually update this document and submit it to the Committee by May 31 of each year.

ISSUES & CONCERNS

Though the original communication out to regions expressly stated that only ARMER needs should be included, MESB staff felt it is important to also include some 9-1-1 needs, as the state is not funding all 9-1-1 needs and the direct appropriation to each PSAP cannot cover all 9-1-1 related needs. For the 2025 document, the SECB Finance Committee asked for 9-1-1 projects to be included, as well as all regional and individual agency projects which are known at this time.

Several items were added for regional Radio projects for 2025, as well as individual agency projects; some items were removed from the 2024 version, and cost estimates were updated for all items; however, some updated cost estimates are still needed.

At the time of this writing, MESB staff has not heard from all agencies to know if there are individual agency projects which should be included. The document included in the Radio TOC packet is as complete as our current information allows. It is possible the document may be updated between when the Radio TOC packet is distributed and the Radio TOC meeting. The most current version will be displayed during the Radio TOC meeting.

The 9-1-1 items included as regional projects in this document are: PSAP mutual aid/CAD-to-CAD interoperability solution; PSAP Radio Console Replacement; Feasibility and Cost Effectiveness Study on Regional Purchase of PSAP Technology; Comprehensive PSAP Staffing and Operations Study; Geo-Diverse 9-1-1 Call Handling Equipment ESInet Connections; GIS Software Services – Web-Based Map Viewer; and Telecommunicator Resiliency Training.

MOTION BY:

SECONDED BY:

MOTION:

PASS/FAIL



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date:

April 23, 2025

Agenda Item:

**4C. Approval of Regional
Needs Document**

Presenter:

Fredrick

The regional Radio items included in this document are: bi-directional amplifiers (BDAs)/distributed antenna systems (DAS); AES encryption for subscriber radios and consoles; vendor-provided radio technical training; ongoing maintenance for existing ARMER infrastructure; subscriber equipment replacement; strategic coverage enhancement equipment; and in-building coverage assessment equipment.

Individual agency projects included are:

Chisago County – PSAP cybersecurity equipment

Dakota County – Additional ARMER local enhancement site; CAD replacement; CHE replacement, and 9-1-1 logger replacement

Hennepin County – Additional ARMER local enhancement site

Scott County – Additional ARMER local enhancement site

Washington County – Additional ARMER local enhancement site; CHE upgrade

Bloomington – Microwave link upgrade; CAD replacement

Eden Prairie – Console replacement (2026)

St. Louis Park – Console replacement (202x); CAD replacement

Hennepin EMS – Console replacement (202x)

FINANCIAL IMPACT

None to the MESB at this time.

MOTION BY:

SECONDED BY:

MOTION:

PASS/FAIL



Metropolitan Emergency Services Board

2025 Regional Needs Document

Draft: April 7, 2025

The Metropolitan Emergency Services Board (MESB) is one of seven regional Emergency Communications Boards and Emergency Services Boards in the state of Minnesota. Formed in 1979 under MSS 471.59, and later amended in conformance with MS 403.39, and 403.392, the MESB provides local governance on matters related to emergency communications (9-1-1 and ARMER), as well as serving as the regional EMS system for the metro region. The MESB is a joint powers board composed of the following entities: Anoka County; Carver County; Chisago County; Dakota County; Hennepin County; Isanti County; Ramsey County; Scott County; Sherburne County; Washington County; and the City of Minneapolis.

The Public Safety Emergency Communications Ecosystem

The statewide Allied Radio Matrix for Emergency Response (ARMER) system, procured by the Metropolitan Radio Board, built by Motorola Solutions, and owned and operated by the Minnesota Department of Transportation (MnDOT), provides interoperable Land Mobile Radio (LMR) communication capabilities to 9-1-1 emergency communication centers (ECCs) (also known as Public Safety Answering Points or PSAPs), law enforcement, fire, Emergency Medical Services (EMS), emergency management, public works and other public safety users across Minnesota. Currently, the ARMER system has approximately 94,000 active radios.

Construction of the ARMER system in the Twin Cities metropolitan region began in the late 1990s and expanded to include Greater Minnesota in the mid-2000s. In late 2020, MnDOT completed its backbone of the ARMER system. There are 335 state-maintained and 100 locally maintained ARMER tower sites on the air across Minnesota. The system provides 95% coverage for mobile radios across the state. Of the 100 local ARMER towers, 54 are in the metro region.

As the ARMER system matures, there is a need to maintain and replace or upgrade aging infrastructure, equipment, and technology. Currently, the Statewide Emergency Communications Board (SECB), MnDOT, the Minnesota Department of Public Safety (DPS), and ARMER stakeholders endeavor to develop a capital improvement and funding plan to address this need.

In 1979, the Metropolitan 9-1-1 Telephone Board formed as a joint powers board of the seven metropolitan counties to plan, design, and implement the first multi-jurisdictional Enhanced 9-1-1 (E9-1-1) system in the United States. This system went live at midnight on December 1, 1982 and provided the basis for the statewide buildout of E9-1-1. Today, all 103 PSAPs in the state are part of the network. Of the 103 PSAPs in the state, 24 reside in the metro region. In 2024, the metro region answered 70% of all 9-1-1 calls in the state.

Planning for the 9-1-1 network to transition from E9-1-1 to Next Generation 9-1-1 (NG9-1-1) is underway. NG9-1-1 will provide PSAPs with additional capabilities to answer texts, receive photos and videos, provide improved 9-1-1 caller location, and provide pre-determined rules for routing 9-1-1 calls.

Today, DPS' Emergency Communication Networks (ECN) division contracts and pays for the statewide 9-1-1 network. Local governments pay for costs for a 9-1-1 system associated with receiving 9-1-1 calls and dispatching public safety responders. Local government costs (this is not an exhaustive list) include maintenance of the physical PSAP; salaries/benefits for PSAP employees, including public safety telecommunicators (PSTs), administrative and technical staff, and in some cases, dedicated GIS staff; employee training; purchase and maintenance of call handling equipment (CHE), including software, used to answer 9-1-1 calls; procure and maintain communications/radio equipment used to dispatch response to 9-1-1 calls; software or subscription services for training, quality assurance/quality control, CTO, and location mapping; software or subscription services to maintain the PSAP's 9-1-1 data and services, including GIS data; and software or subscription services to provide integrated public alert and warning systems (IPAWS) alerts to the public. Much like the ARMER system, as the 9-1-1 network and associated equipment continue to evolve, there is a need to maintain, upgrade, or replace aging equipment to allow for new technology to meet the expectations of the public, which would like to communicate with 9-1-1 in the way the public communicates with one another.

Much like hardships of recruitment and retention of staff across public safety disciplines, PSAPs today face difficulty in maintaining a full complement of PSTs which are needed to answer a PSAP's specific volume of 9-1-1 and administrative calls. PSAPs also face difficulty in recruiting new people to serve as PSTs, as many people do not wish to work in a high-stress environment or work nights, weekends, and/or holidays, which is required in a public safety field, without additional benefits similar to those received by other first responders.

Funding Considerations

The State of Minnesota's portion of the costs associated with operating the ARMER system is funded through a combination of trunk highway funds, 9-1-1 special revenue funds, and radio tower lease receipts.

Except for PSAP equipment and a limited portion of local infrastructure expenses which can be funded via the 9-1-1 special revenue fund, local costs (including tower site leases, utilities, and system and equipment maintenance) associated with the ARMER system are typically funded via local property tax revenues or per radio charges to ARMER system users in a county. Due to these constraints, public safety agencies across Minnesota face significant funding challenges related to the escalating costs of maintenance of ARMER system infrastructure, equipment, and technology. Without access to stable, adequate supplemental funding sources, it will be increasingly difficult for local entities to support their ongoing ARMER system maintenance and sustainment needs.

Commented [JR1]: Thoughts on whether to include language which states the total amount of 9-1-1 fund distribution from FY 24 (which could or could not include the special appropriation) for Metro PSAPs?

In FY24, \$11,322,885.60 was distributed to metro PSAPs. This does not include the one-time appropriation (which was an additional \$2,479,609.69). The same amount will be distributed in FY25.

Regional Priorities

The following are priorities for regional projects. 9-1-1 projects are listed in priority order, followed by ARMER projects in priority order.

9-1-1 Projects

Computer-Aided Dispatch (CAD)-to-CAD Interoperability Solution

The 24 primary and secondary PSAPs in the metro region desire procurement of a CAD-to-CAD integration solution designed to connect disparate CAD systems for the purpose of expediting emergency response which may cross jurisdictional and PSAP boundaries.

It is anticipated that the solution provides improved situational awareness for metro region PSAPs. Such a solution was found to be a need in the MESB's May/Juen 2020 Civil Unrest After Action Report/Improvement Plan. The solution allows other PSAPs to answer 9-1-1 calls intended for a PSAP which has been inundated with 9-1-1 calls; this provides 9-1-1 callers with better service in extraordinary situations/events.

MESB expects that implementing CAD-to-CAD integration will significantly enhance daily response times for cross-jurisdictional incidents. Currently incident relaying between PSAPs occurs manually, creating delays and increasing the potential for address errors. Automating this process through CAD-to-CAD communication will reduce response times, enhance accuracy, and improve overall operational efficiency.

Estimated cost: \$2.7 million - \$3.5 million

PSAP Radio Console Replacement

A large majority of ARMER users utilize Motorola MCC 7500 consoles to dispatch public safety resources in response to 9-1-1 calls. Motorola has announced end-of-life of this product and stated that the consoles must be replaced by early 2029 to maintain cybersecurity resilience. In 2024, Motorola stated that if there is one statewide contract to replace all consoles (736 stated in 2024), the cost would approximately be \$55,880,000 - \$56,500,000. If contract replacement is done via individual agency contracts, the cost was estimated to be \$80,000,000 - \$92,000,000. The metro region wishes to pursue a joint contract to replace all dispatch consoles in the region. This item includes all consoles except for those explicitly stated in individual agency projects below.

Estimated cost: Approximately \$90,000 per console or \$XX,000,000 total

Feasibility and Cost Effectiveness Study on Regional Purchase of PSAP Technology

A cost study initiated by the MESB analyzed 2023 costs of providing public safety communications in the metro region. The study demonstrated the possibility that local units of governments operating PSAP could save significant money if regional technology, such as CAD, logging, and CHE, were deployed. The aim of the feasibility

Commented [JR2]: 9-1-1 TOC: Preferred order of regional projects listed must be determined.

Commented [JR3]: In previous documents

Commented [JR4]: New

Commented [JR5]: Very rough order of magnitude pricing; not official!

Commented [JR6]: New

and cost effectiveness study is to determine if cost savings would be realized if regional technology were deployed.

Estimated cost: \$200,000

Comprehensive PSAP Staffing and Operations Study

Metro region PSAPs have varying capabilities for continuity of operations. Some PSAPs maintain dedicated backup call centers that can serve both their own operational needs and potentially assist neighboring PSAPs. One PSAP implemented an external agency 9-1-1 call queue, featuring a distinctive ring pattern, allowing for independent call answering separate from their primary lines. Other PSAPs plan to leverage local library facilities during disruptions due to essential services, such as CHE, being cloud-based applications. Other PSAPs have no alternative facility.

The MESB seeks funding for a comprehensive study to evaluate current PSAP continuity capabilities and propose improvements tailored to regional demographics, call volumes, and operational needs. The study will assess the practicality and benefits of establishing a dedicated regional backup PSAP facility, including recommendations on how regular utilization could ensure operational familiarity and seamless transitions during PSAP relocations.

Estimated cost: \$250,000

Geo-Diverse 9-1-1 Call Handling Equipment (CHE) ESInet Connections

Taking advantage of geo-diverse technology offered by new CHE platforms allows 9-1-1 calls to be delivered to two locations simultaneously, which is an attractive option for Minnesota PSAPs to provide 9-1-1 network and call delivery redundancy. Geo-diverse configurations split the A and B services typically found at one location, into two separate geo-diverse locations, which allows for additional staff at another location, or PSAP, during extraordinarily busy times or special events to answer 9-1-1 and administrative calls while the main PSAP is still active. It also allows the PSAP to abandon its primary location while the backup location is fully operational and gives the opportunity for a staged evacuation while staff is enroute to the backup location. Additionally, the main PSAP can operate on the connections that exist at its backup location if the main PSAP experiences any technical issues with its connections. To allow for full redundancy and resiliency, each PSAP utilizing geo-diverse CHE should have two Emergency Services Internet (ESInet) connections at each location to ensure the maximum number of 9-1-1 calls can be received at either location at any time, regardless of any problems occurring at the other location. Currently, ECN pays for two ESInet connections at each PSAP, which is the typical setup for legacy CHE. ECN should reconsider its position and pay for four ESInet connections for PSAPs which implement geo-diverse CHE systems. Having four ESInet connections provides improved resiliency and redundancy for a PSAP's 9-1-1 system and best serves the residents of its jurisdiction.

Estimated cost: \$216,000 annually, in addition to ECN's current costs

Commented [JR7]: New

Commented [JR8]: 9-1-1 TOC: Is this still desired?
Has been in previous 2 versions

GIS Software Services – Web-Based Map Viewer

GIS software services are needed to support the creation, conversion, and maintenance of GIS-derived Master Street Address Guides (MSAGs) for PSAPs in the ten-county metro region. The web-based map viewer allows all metro region PSAPs and GIS partners to have visibility to the region's current NG9-1-1 and related geospatial datasets in a secure, shared environment, allowing for seamless data sharing, greater collaboration, and improved data integrity.

Estimated cost: \$353,000 for five years, including implementation costs

Commented [JR9]: In previous version

Telecommunicator Resiliency Training

Over the last six years, the MESB received grant funds for resiliency training for metro public safety telecommunicators in an effort to maintain their emotional well-being, but also to assist in their retention as employees. In 2025, MESB contracted with Blue Ethos for this training and it has been very well-received. The training given was a shortened version, and there is desire to provide additional training in the future.

Estimate cost: \$75,000

Commented [JR10]: New for this document

Commented [TF11]: Note that we applied for \$100K in grant, but were only allotted \$75K. Not sure if we could really use the additional \$25K.

ARMER Projects

Bi-Directional Amplifiers (BDAs) in Schools and Government Buildings

Many government facilities and schools in the region have ARMER coverage gaps and would benefit from having BDAs installed, allowing first responders with ARMER radios to communicate via the ARMER system no matter where in a building the responder is located.

Estimated cost: \$40 Million in capital costs; \$xx in maintenance costs

Commented [JR12]: In previous versions

AES Encryption for Subscriber Radios

The SECB recommends ARMER users transition to Advanced Encryption Standard (AES) encryption for transmitting criminal justice information or sensitive radio transmissions on the ARMER system. To achieve this, supplemental funding is necessary to replace or upgrade existing ARMER subscriber equipment for public safety agencies. It is recommended to most agencies that, as devices are upgraded, to purchase AES encryption-capable devices. The Metro Region also desires to procure a key management facility (KMF) device for use across the region.

Estimated cost: \$100 Million; \$5,000 for initial KMF cost

Commented [JR13]: In previous versions

Commented [JR14]: Focus on law users or all public safety users?

Need to keep this separate from subscriber replacement, if they are indeed different.

Commented [TF15]: For devices that have not yet been replaced/upgraded. Note separate cost for subscriber equipment below.

AES Encryption for Consoles

As noted above, many agencies have transitioned or are considering transitioning devices to AES encryption. Many Metro Region agencies do not yet have a full fleet of consoles that also have AES encryption capabilities.

Commented [JR16]: New

Estimated cost: \$xx

Vendor-provided Radio Technical Training

According to SECB standards, system administrators are required to complete technical training once every two years. To keep current with evolving technology, vendor technical training must be provided.

Estimated cost: \$45,000 annually

CRTF Training and Exercises

The Metro Communications Response Task Force (CRTF) holds quarterly training/exercises for deployable personnel to remain current with local, state, and national training standards. These deployable personnel typically assist in the field, the command post, emergency operations centers (EOCs), and PSAPs during planned and emergency events.

Estimated cost: \$10,000 annually

Ongoing Maintenance for Existing ARMER Infrastructure

Every five years, MnDOT executes a service contract with Motorola for maintenance of and upgrades to the ARMER system. A combination of 9-1-1 fees, state funds, and state trunked highway funds pay for maintenance of state-owned infrastructure. Counties and the City of Minneapolis own local enhancements, which are additional tower sites and/or channels which interconnect to state-owned sites to provide additional coverage and capacity for local users. Though local enhancements are shared with general users of the ARMER system, funding for the enhancements and related backhaul network is provided by the local agency which owns the enhancement. Since the state-owned and locally owned infrastructure form the completed radio network, a funding source to assist in paying for maintenance of all sites must be determined. With a higher-than-expected price increase for the 2026-2030 maintenance agreement, paired with increases in operating costs and the need to replace aging infrastructure, the financial burden on local agencies can no longer be born without a significant increase to the tax levy.

Estimated cost: \$2 Million annually

Subscriber Equipment Replacement

Subscriber radios (mobiles and portables) used to communicate via the ARMER system have a finite lifespan. Radios reach end of life status when firmware, batteries, or replacement parts become unavailable. Public safety agencies continuing to use outdated subscriber equipment often results in distorted or incomplete communications. Regular replacement of equipment in the metro region is typically funded locally, using no state or federal funds. Having an additional shared funding source to purchase this equipment would be ideal to ensure the quality and consistency of emergency communications.

Commented [JR17]: In previous versions

Commented [TF18R17]: Updated amount, since many Moto classes are over \$40K now.

Commented [JR19]: In previous versions

Commented [JR20]: In previous version

Commented [JR21]: In previous versions

Estimated cost: \$50 Million

Commented [TF22]: Noted above in AES as well; this is for the section of devices which have do not necessarily need AES.

Strategic Coverage Enhancement Equipment

Throughout the metro region, a significant number of buildings lack adequate indoor ARMER coverage. Newly constructed structures often do not consider the need for public safety communications when built. The metro region wishes to purchase equipment that enhances coverage in these structures which can be deployed across the region on a rapid deployment basis. The desired equipment includes two mobile transceivers, a portable rack, and a JPS module. The region wishes to purchase two of the packaged units.

Commented [JR23]: New

Estimated cost: \$50,000 total cost

In-Building Coverage Assessment Equipment

With discussion about school mapping, the metro region partners have discussed the difficulties in completing coverage assessments to determine where gaps in buildings occur. Furthermore, many regional partners do not have equipment sufficient to perform these assessments. The metro region wished to purchase equipment that can be shared between all regional partners to perform these assessments at any time in the future. The suggested equipment is an Anritsu LMR Site Master S412D.

Commented [TF24]: New section, separate from coverage enhancement

Estimated cost: \$40,000 initial cost, plus \$10,000 recurring license cost on annual basis.

Agency Priorities

Commented [JR25]: Entire section is new

The following are local agency priorities, including both 9-1-1 and ARMER projects.

Anoka County

Carver County

Chisago County

9-1-1 Cybersecurity Equipment

In 2025, Chisago County is undergoing a security audit of its CHE. The county expects to require additional equipment to meet cybersecurity requirements of both the county and an NG9-1-1 network.

Estimated cost:

Dakota County/Dakota 911

Additional ARMER Local Enhancement Site

Since Dakota County built its local enhancement subsystem, the need for an additional 11th site was identified. The County wishes to add this site to provide better ARMER coverage for public safety response to emergencies in the Castle Rock area of the county.

Estimated cost:

CAD Replacement

Dakota 911 expects to replace its CAD in 2028. It is possible that this procurement could be leveraged to result in a regional CAD procurement, dependent on the results of the aforementioned Feasibility and Cost Effectiveness Study.

Estimated cost: \$3,000,000 (county only)

CHE Replacement

Dakota 911 is currently part of the statewide Motorola Software as a Service (SaaS) CHE system, with the contract terminating in 2028. The county has experienced several technical issues resulting in the CHE going down and requiring 9-1-1 calls to be alternately routed; these experiences resulted in concern regarding the viability of the state's 5th largest PSAP (by 2024 call volume) operating on this shared system.

Estimated cost:

9-1-1 Logger Replacement

Dakota 911's 9-1-1 logger is scheduled for replacement in 2030.

Estimated cost:

Hennepin County

Additional ARMER Local Enhancement Site

Hennepin County identified a need to add (an) additional ARMER tower site to its Hennepin East/West local enhancement subsystem to provide better ARMER coverage for public safety response in the Edina area(s) of the county.

Estimated cost:

Isanti County

Ramsey County

Scott County

Additional ARMER Local Enhancement Site

Scott County identified a need to add an additional ARMER tower site to the local enhancement subsystem it owns with Carver County. The additional site would provide improved ARMER coverage for public safety response in XXXXXXXXXXXXXXXX area of the county.

Estimated cost:

Sherburne County

Washington County

Additional ARMER Local Enhancement Site

Since Washington County built its local enhancement subsystem, the need for an additional #th site was identified. The County wishes to add this site to provide better ARMER coverage for public safety response to emergencies in the southern area of the county, primarily the City of Cottage Grove.

Estimated cost: \$

CHE Upgrade

Washington County Sheriff's Office must upgrade its PSAP's CHE. Its current system was installed in 20xx and will require upgrade for cybersecurity, additional functionality, and to continue to be ready for NG9-1-1.

Estimated cost: \$

City of Bloomington

Microwave Link Upgrade

City of Bloomington has a microwave link connecting its PSAP to the ARMER system. This microwave link requires an upgrade.

Estimated cost: \$130,000

CAD Replacement

City of Bloomington anticipates a CAD replacement in 202x. It is possible that this procurement could be leveraged to result in a regional CAD procurement, dependent on the results of the aforementioned Feasibility and Cost Effectiveness Study.

Estimated cost:

Subscriber

City of Eden Prairie

2026 Console Replacement

City of Eden Prairie is building a new 9-1-1 center and requires new consoles for the center. The city will purchase the new AXS dispatch consoles and will do so before the required 2029 upgrade.

Estimated cost: \$901,747

City of Edina

City of Minneapolis

City of St. Louis Park

202x Console Replacement

City of St. Louis Park is in the planning process for a new police building, which would include its PSAP. Should these plans move forward, the City will require replacement of

its four current consoles as well as two additional consoles prior to the required 2029 upgrade.

Estimated cost: \$540,000

2026 CAD Replacement

City of St. Louis Park plans to procure new CAD in 2026. The procurement may be a stand-alone system, or it may leverage the City of Edina's CAD and share the technology. It is possible that this procurement could be leveraged to result in a regional CAD procurement, dependent on the results of the aforementioned Feasibility and Cost Effectiveness Study.

Estimated cost: \$450,000 (if share with Edina) - \$950,000

MSP Airport 9-1-1

University of Minnesota

Allina Health EMS

Hennepin EMS

202x Console Replacement

Hennepin EMS is in the planning process for a new emergency communications center, which will double its current console count to 12. This change will occur prior to the required 2029 upgrade.

Estimated cost: \$1,080,000

M Health Fairview EMS

Metro Transit

North Memorial Ambulance

Ridgeview EMS

DRAFT

Metro Mobility Usage

(Hours:Mins:Secs)

2025

Please Note: The report from Metro Mobility will be given at the beginning of the quarter beginning

Month	City Center	Anoka (Lino Lakes)	Dakota	Norwood	Hastings	North Branch	Hennepin West
January	17:24:38	11:09:01	4:58:51	5:09:57	6:40:23		10:00:51
February	18:37:29	11:18:59	6:35:39	5:07:11	5:17:19		10:23:22
March	17:13:30	11:25:39	5:25:55	5:15:57	5:24:17		9:22:48
April							
May							
June							
July							
August							
September							
October							
November							
December							

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

Target	150:00:00	75:00:00	75:00:00	75:00:00	75:00:00	0:00:00	75:00:00
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3 in 2023

Overall
55:23:41
57:19:59
54:08:06

1982:54:04

525:00:00