



METROPOLITAN EMERGENCY SERVICES BOARD EXECUTIVE COMMITTEE MEETING AGENDA

June 10, 2026, 10:00 a.m.

Hybrid Meeting Option:

[Webex Meeting](#)

Phone Number: (408) 418-9388

Meeting Number: 2552 318 4136

Password: rKbNYSmP523 (75269767 when dialing from a phone or video system)

1. **Call to Order** – Council President Payne, 2026 Board Chair
2. **Approval of Agenda** – Council President Payne
3. **Approval of April 8, 2026 Executive Committee Minutes (page 3)**
4. **Radio Items** – Tracey Fredrick, Radio Services Coordinator
 - A. Approval of Amendment to Scott County’s ARMER Participation Plan (**page 9**)
 - B. Approval of Amendments to Metro ARMER Standard 3.17.4 – Non-Emergent Event & Exercise Planning (**page 11**)
5. **9-1-1 Items** – Frank Jarman, 9-1-1 Services Manager – None
6. **EMS Items** – Greg Hayes, EMS Coordinator
 - A. Approval of Agreement with Ron Bombeck for MIR Bus Maintenance (**page 15**)
7. **Administrative Items** – Jill Rohret, Executive Director
 - A. Approval of 2027 Operational Budget (**page 21**)
 - B. Approval of 2027-2031 Capital Needs Forecast (**page 31**)
 - C. Approval of 2027-2031 Joint Powers Agreement (**page 35**)
 - D. Discussion: MESB Staff Compensation Analysis (**page 63**)
8. **Old Business** – None
9. **New Business** – None
10. **Adjourn**



METROPOLITAN EMERGENCY SERVICES BOARD EXECUTIVE COMMITTEE MEETING AGENDA

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Metropolitan Emergency Services Board Members

Anoka County

Commissioner Mike Gamache* (2026 Treasurer)
Commissioner Mandy Meisner

Carver County

Commissioner Tom Workman*

Chisago County

Commissioner Rick Greene*

City of Minneapolis

Council Member Elliott Payne* (2026 Chair)

Dakota County

Commissioner Joe Atkins
Commissioner Bill Droste*

Hennepin County

Commissioner Kevin Anderson
Commissioner Irene Fernando*

Isanti County

Commissioner Alan Duff*

Ramsey County

Commissioner Garrison McMurtrey
Commissioner Kelly Miller* (2026 Secretary)

Scott County

Commissioner Dave Beer
Commissioner Tom Wolf* (2026 Vice Chair)

Sherburne County

Commissioner Gregg Felber*

Washington County

Commissioner Michelle Clasen
Commissioner Fran Miron*

*Denotes Executive Committee member

METROPOLITAN EMERGENCY SERVICES BOARD

BOARD MEETING MINUTES

April 8, 2026

Commissioners Present:

Bill Droste, Dakota County (virtual)
 Alan Duff, Isanti County
 Gregg Felber, Sherburne County
 Irene Fernando, Hennepin County
 Mike Gamache, Anoka County

Rick Greene, Chisago County
 Kelly Miller, Ramsey County
 Fran Miron, Washington County
 Elliott Payne, City of Minneapolis
 Tom Wolf, Scott County
 Tom Workman, Carver County (virtual)

Reason(s) for Remote Attendance: Not in a position to travel at this time.

Staff Present: Tracey Fredrick; Greg Hayes; Frank Jarman; Jacob Kallenbach (virtual); and Jill Rohret.

Others Present: Joe Atkins, *Dakota County*; Jim Farrell, *Board Counsel*; Callie Lehman, *Poul Haas*; Kristin Mellstrom, *Hennepin County* (virtual); and Kathleen Murphy, *Ramsey County* (virtual).

1. Call to Order

The meeting was called to order at 10:02 a.m.

2. Approval of Agenda

Motion made by Commissioner Miron, seconded by Commissioner Wolf to approve the April 2026 MESB Executive Committee meeting agenda. Motion carried.

Roll Call for Approval of Agenda

Name	County/City	Yes	No
Bill Droste	Dakota County	X	
Alan Duff	Isanti County	X	
Gregg Felber	Sherburne County	X	
Irene Fernando	Hennepin County		
Mike Gamache	Anoka County		
Rick Greene	Chisago County	X	
Kelly Miller	Ramsey County	X	
Fran Miron	Washington County	X	
Elliott Payne	City of Minneapolis	X	
Tom Wolf	Scott County	X	
Tom Workman	Carver County	X	

Yea: 9 Nay: 0 Motion Passes.

3. Approval of August 13, 2025, Executive Committee Minutes

Motion made by Commissioner Greene, seconded by Commissioner Miller to approve the August 13, 2025, MESB Executive Committee meeting minutes. Motion carried.

Roll Call for Approval of August 13, 2025, Meeting Minutes

Name	County/City	Yes	No
Bill Droste	Dakota County	X	
Alan Duff	Isanti County	X	
Gregg Felber	Sherburne County	X	

METROPOLITAN EMERGENCY SERVICES BOARD

Irene Fernando	Hennepin County	X	
Mike Gamache	Anoka County		
Rick Greene	Chisago County	X	
Kelly Miller	Ramsey County	X	
Fran Miron	Washington County	X	
Elliott Payne	City of Minneapolis	X	
Tom Wolf	Scott County	X	
Tom Workman	Carver County	X	

Yea: 10 Nay: 0 Motion Passes.

4. Radio Items

A. Approval of Amendment to LifeLink iii's ARMER Participation Plan

Tracey Fredrick said the Radio Technical Operations Committee (TOC) recommends the Executive Committee recommend approval of amendments to LifeLink iii's ARMER participation plan. LifeLink iii has been a regional ARMER user since 2004 and became a full ARMER participant in 2023. LifeLink iii requests an additional 35 IDs due to its ongoing expansion. Additionally, LifeLink iii seeks a waiver to SECB Standards IOP-26 and IOP-33 to not hold all regional and statewide interoperability talkgroups, as some subscribers are used for very specific purposes.

Motion made by Commissioner Miller, seconded by Commissioner Duff to recommend approval of the amendments to LifeLink iii's ARMER participation plan. Motion carried.

Roll Call for Agenda Item 4A

<u>Name</u>	<u>County/City</u>	<u>Yes</u>	<u>No</u>
Bill Droste	Dakota County	X	
Alan Duff	Isanti County	X	
Gregg Felber	Sherburne County	X	
Irene Fernando	Hennepin County	X	
Mike Gamache	Anoka County		
Rick Greene	Chisago County	X	
Kelly Miller	Ramsey County	X	
Fran Miron	Washington County	X	
Elliott Payne	City of Minneapolis	X	
Tom Wolf	Scott County	X	
Tom Workman	Carver County	X	

Yea: 10 Nay: 0 Motion Passes.

B. Approval of Amendment to Sherburne County's ARMER Participation Plan

Fredrick said the Radio TOC recommends the Executive Committee recommend approval of an amendment to the Sherburne County ARMER Participation plan. Sherburne County seeks to update its simulcast paging system; it purchased a new Motorola GTR 8000 to replace the current T1-based system. The new system requires greater microwave capacity, thus Sherburne County requests additional ethernet capacity between the Enfield tower and Zimmerman tower. MnDOT reviewed and approved the plan.

Motion made by Commissioner Duff, seconded by Commissioner Felber to recommend approval of the amendments to Sherburne County's ARMER participation plan. Motion carried.

METROPOLITAN EMERGENCY SERVICES BOARD

Roll Call for Agenda Item 4B

<u>Name</u>	<u>County/City</u>	<u>Yes</u>	<u>No</u>
Bill Droste	Dakota County	X	
Alan Duff	Isanti County	X	
Gregg Felber	Sherburne County	X	
Irene Fernando	Hennepin County	X	
Mike Gamache	Anoka County	X	
Rick Greene	Chisago County	X	
Kelly Miller	Ramsey County	X	
Fran Miron	Washington County	X	
Elliott Payne	City of Minneapolis	X	
Tom Wolf	Scott County	X	
Tom Workman	Carver County	X	

Yea: 11 Nay: 0 Motion Passes.

5. 9-1-1 Items – None

6. EMS Items

A. Approval of Funding Request for Regional Whole Blood Program

Greg Hayes said the EMS TOC recommends the Executive Committee recommend approval to allocate \$40,000 for two regional whole blood requests to reimburse Maplewood Fire/EMS and Lakeview EMS. Whole blood availability within EMS systems can significantly increase the chances of survival for victims of motor vehicle crashes, industrial accidents, rural trauma, and mass-casualty events. Currently, Burnsville Fire and Ambulance, Hennepin EMS, and Lakeview EMS provide whole blood services. With the addition of Maplewood Fire/EMS, there is another service providing whole blood in the east metro. The four services now sufficiently cover both the east and west metro service areas with whole blood. The EMS TOC recommends using grant dollars to reimburse Lakeview EMS and Maplewood Fire for their start-up costs for providing this service.

Commissioner Miron asked if there are additional plans to spend the EMS grant funds before they expire in June of 2026 and if this is a one-time request.

Hayes said there are several training courses scheduled. The Minnesota Metropolitan Regional Trauma Advisory Committee (MMRTAC) also has a booth at the Minnesota State Fair educating the public on tourniquets. Hayes said there will likely be money left over. This is a one-time request.

Commissioner Fernando said the request at May Board meeting should be sure to focus on the funding aspect, not the medical direction aspect. Hayes replied that the meeting materials will be edited to clarify that the board action centers on funding the request, not on the medical direction.

Motion made by Commissioner Miron, seconded by Commissioner Fernando to recommend approval of the funding request for start-up costs for the Maplewood Fire/EMS and Lakeview EMS Regional Whole Blood Program. Motion carried.

METROPOLITAN EMERGENCY SERVICES BOARD

Roll Call for Agenda Item 6A

Name	County/City	Yes	No
Bill Droste	Dakota County	X	
Alan Duff	Isanti County	X	
Gregg Felber	Sherburne County	X	
Irene Fernando	Hennepin County	X	
Mike Gamache	Anoka County	X	
Rick Greene	Chisago County	X	
Kelly Miller	Ramsey County	X	
Fran Miron	Washington County	X	
Elliott Payne	City of Minneapolis	X	
Tom Wolf	Scott County	X	
Tom Workman	Carver County	X	

Yea: 11 Nay: 0 Motion Passes.

7. Administrative Items

A. Discussion: 2027 Budget

Jill Rohret said MESB staff are preparing the 2027 operational budget. There are items related to the budget for which staff seek input from the Executive Committee.

i. New MESB Deputy/Assistant Director Position

Rohret said there has been an open position since a former employee retired in late 2024; that position does not need to be replaced as it was when that person retired. After discussion with the 9-1-1 Services Manager, the recommendation is to transition the position into Deputy or Assistant Director of the MESB. This position would provide multiple benefits to the organization. First, it would take some administrative task burden away from the Executive Director, allowing her to focus on broader initiatives. Having a Deputy/Assistant Director will also provide continuity of operations to the organization where none previously existed when there was turnover in the Executive Director role. She estimates the position will be classified as a 111-grade.

ii. Employee Position & Classification Review

Rohret said MESB staff are currently undergoing a position description and classification study with David Drown Associates. This is the first staff-wide study since late 2015/early 2016.

iii. Change to IT Services

Rohret said the MESB's internet is transitioning to fiber to provide better service, connectivity and will affect both the MESB's 2026 budget and 2027 budget.

Commissioner Miron asked if the internet transition will be a shared cost with the Metropolitan Mosquito Control District as the MESB leases office space from them.

Rohret responded by stating the MESB does not plan to share the expense as the two organizations maintain separate networks. Further discussions and exploration of options will continue.

Commissioner Fernando suggested the members of the MESB could have a difficult time with a raised budget due to the lack of County/City funding in the coming years.

METROPOLITAN EMERGENCY SERVICES BOARD

Commissioner Miron said a 3% assessment raise would be on track with increases to the cost of living.

8. Old Business

A. Update: School Mapping Project

Rohret said the school mapping project continues to progress positively. Various school districts have had their maps processed or are currently in the process of having their maps created. The first tabletop exercise was a success and had lots of positive feedback. It is possible that a grant extension request will be made to DPS. The MESB will continue to look for avenues to acquire funds for ongoing map maintenance.

9. New Business – None

10. Adjourn

The meeting adjourned at 10:53 a.m.



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: June 10, 2026
Agenda Item: 4A. Approval of Amendments to Scott County’s ARMER Participation Plan
Presenter: Fredrick

RECOMMENDATION

The Radio Technical Operations Committee recommends the Executive Committee recommend approval of amendments to Scott County’s ARMER participation plan.

BACKGROUND

Scott County has been an ARMER participant since 2005 and utilizes a full ARMER participation plan with DPS-ECN.

ISSUES & CONCERNS

Scott County requests two amendments to its participation plan. First, the county requests an increase to its talkgroup ID allocation by 25, for a total of 157, which will allow for additional encryption capabilities for the county.

The second amendment is to increase the County’s subscriber ID allocation by 250, bringing its total to 1785. This increase allows for planned future growth.

FINANCIAL IMPACT

None to MESB.

MOTION BY:
 SECONDED BY:
 MOTION:

PASS/FAIL



Scott County Sheriff's Office

LUKE W. HENNEN, SHERIFF

Date: 2/9/26

To: Jake Thompson, Metro TOC Chair

From: Scott McLean \ Scott County

RE: Participation Plan Amendment

Scott County would like to amend its ARMER participation plan to account for agency growth.

Talkgroup ID's

Scott County currently has 132 Talkgroups. To facilitate encryption key rolls, it is required to create new Talkgroup IDs and assign new encryption keys to the new Talkgroups. I am requesting approval for 25 new Talkgroup IDs for a total of 157 Talkgroups.

Subscriber ID's

Scott County currently is authorized 1535 subscriber IDs. To accommodate agency growth, we are requesting an increase of 250 subscriber IDs for a total of 1785 approved subscriber IDs.

Thank you for your time and consideration on this request.

Best regards,
Scott McLean
Scott County Radio Administrator.
Direct: 952-463-8926
smclean@co.scott.mn.us

Our mission is to serve and protect our communities, property, and the rights of all; with dignity, compassion, respect, and integrity.

LAW ENFORCEMENT CENTER, 301 FULLER STREET SOUTH, SHAKOPEE, MN 55379
General: (952) 496-8300 Fax: (952) 496-8715 www.scottcountymn.gov



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: June 10, 2026
Agenda Item: 4B. Approval of Amendments to Metro ARMER Standard 3.17.4
Presenter: Fredrick

RECOMMENDATION

The Radio Technical Operations Committee (TOC) recommends that the Executive Committee recommend approval of amendments to Metro ARMER Standard 3.17.4 Non-emergent Event and Exercise Planning.

BACKGROUND

The Metropolitan Emergency Services Board has established standards for operating the ARMER system in the Metro Region. These standards range from how utilities are billed to how to request changes to the system. These standards are continuously reviewed for accuracy and to update any changes in terminology.

ISSUES & CONCERNS

Amendments to Metro ARMER Standard 3.17.4 include stronger language regarding dissemination of information related to communications plans which utilize a regional and/or statewide resource. There are minor changes to remove redundant language in the standard.

The Radio TOC reviewed the standard and recommends approval of the amendments outlined.

FINANCIAL IMPACT

None to MESB.

MOTION BY:
 SECONDED BY:
 MOTION:

PASS/FAIL

Metro Region ARMER Standards

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

Date Established	<u>12-5-11</u> 7-14-21
Date Revised/Reviewed	7-14-21

1. Purpose or Objective

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

2. Operational Background

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

Non-emergent/pre-planned events are scheduled, non-emergency activities as defined by the National Incident Management System (NIMS). These events include, but are not limited to, a sporting event, concert, or parade.

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

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

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

3. Operational Context

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

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

4. Recommended Procedure

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

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

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

5. Management

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



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: June 10, 2026
Agenda Item: 6A. Approval of Agreement with Ron Bombeck for MIR Bus Maintenance
Presenter: Hayes

RECOMMENDATION

Staff recommend the Executive Committee recommend approval to renew the agreement with Ron Bombeck to maintain the Mobile Incident Response (MIR) bus.

BACKGROUND

The Metropolitan Emergency Services Board owns a mass casualty incident (MCI) bus which was originally purchased in the early 2000's to assist the Metro Region EMS agencies respond to incidents involving many patients. The bus is also used to support other regions within the State of Minnesota and stand-by at large events.

ISSUES & CONCERNS

Currently, the bus is stored in partnership with Fairview EMS (formerly M Health) with an additional agreement with Ron Bombeck to help with maintenance and training of drivers from Fairview EMS. Mr. Bombeck is a subject matter expert in the operations of the bus and still assists in maintenance and deployment.

FINANCIAL IMPACT

None to the MESB; the cost of this agreement is included in the EMS grant budget.

MOTION BY:
 SECONDED BY:
 MOTION:

PASS/FAIL

AGREEMENT FOR CONTRACT SERVICES

This Agreement is entered into between the METROPOLITAN EMERGENCY SERVICES BOARD, a Minnesota political subdivision, 2099 University Avenue W., St. Paul, MN 55104 ("the BOARD"), and Ron Bombeck, 4948 143rd Court N., Hugo, MN 55038 ("CONTRACTOR").

WHEREAS, the BOARD requires the services described in Article I of this Agreement; and

WHEREAS, CONTRACTOR is qualified to perform such services.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

I. SCOPE OF WORK

CONTRACTOR shall perform monthly vehicle and medical device maintenance checks, engine run-ups, and vehicle drivability checks of the Major Incident Response (MIR) bus, currently located at the Fairview EMS, 799 Reaney Ave., St Paul, MN. CONTRACTOR shall be available to deploy the MIR bus upon request to respond to a scheduled or emergent event, as well as provide MIR bus orientation and driver training and scheduling as requested by the MESB EMS Coordinator or Fairview EMS. Deployment hours will only be authorized for exercises and training outside the metropolitan area. The BOARD agrees to engage CONTRACTOR, and CONTRACTOR agrees to perform the services specified herein in a satisfactory, timely, and proper manner, as determined by the EMS Coordinator and the BOARD.

II. COMPENSATION

A. Compensation Basis. For the services to be performed under Article I, the BOARD will pay the CONTRACTOR:

1. By the hour for CONTRACTOR services at the rate of forty and 00/100 dollars (\$40.00) per hour. Time is charged in minimum units of one quarter (.25) hours. Time charged will apply to all services and meetings but does not include travel time. Tasks or work items will be approved by the EMS Coordinator prior to work being performed.
2. Reimbursable Expenses. CONTRACTOR will be reimbursed for deployment expenses in accordance with the "Commissioner's Plan" (promulgated by the Minnesota Commissioner of Management and Budget) governing mileage/per diem reimbursement. All out of town travel must be approved in advance by the EMS Coordinator.

B. Maximum Total Compensation. The maximum total compensation payable to the CONTRACTOR by the BOARD for all services performed under this Agreement (excluding deployment hours), during the term of this Agreement and any extension, shall not exceed ten hours (\$400.00) per month. The maximum total compensation for deployment services performed during the term of this Agreement and any extensions shall not exceed a maximum of 12 hours per day for up to three days (\$1,440.00) per deployment.

III. METHOD OF PAYMENT

The CONTRACTOR shall submit monthly to the BOARD a reasonably detailed statement of services rendered under this Agreement, showing the status of tasks/deliverables described in Article I in a format prescribed by the BOARD before the fifth day of each month, following the month in which the services were rendered. On verification and acceptance by the BOARD's EMS Coordinator of each invoice and status report, the BOARD will pay the CONTRACTOR the invoiced amount for monthly compensation and reimbursables, if any.

IV. CONTRACT ADMINISTRATION

The contract shall be administered by the individuals or offices identified below. All other written notices shall be delivered to the following addresses:

For the MESB:
 Greg Hayes, EMS Coordinator
 2099 University Ave. W.
 St. Paul, MN 55104

For the CONTRACTOR:
 Ron Bombeck
 4948 143rd Ct. N.
 Hugo, MN 55038

CONTRACTOR shall report to the EMS Coordinator as to the status of the services performed as often as requested by the EMS Coordinator.

V. TIME OF PERFORMANCE; TERMINATION OF CONTRACT

A. Time of Performance. The term of this Agreement shall commence on July 1, 2026, or such other date as agreed to by the parties, and shall terminate on June 30, 2029, unless otherwise terminated as provided in this Agreement.

B. Termination of Agreement. Either party to this Agreement shall have the right to terminate this Agreement at any time and for any reason, including but not limited to lack of funding, by submitting written notice of termination to the other party at least 30 calendar days prior to the specified effective date of termination. In such event all finished and unfinished deliverables prepared by CONTRACTOR under this Agreement shall become the property of the BOARD, and CONTRACTOR shall be entitled to compensation for all authorized services satisfactorily completed under this Agreement prior to the date of termination, in accordance with the compensation terms specified in Article II.

VI. ACCOUNTING; RECORD KEEPING; AUDIT REQUIREMENTS

A. Record Keeping. CONTRACTOR shall maintain books, records, documents, and other evidence directly pertinent to performance of the work under this Agreement in accordance with generally accepted accounting principles and practices, time records, invoices, receipts, and vouchers. These books, records, documents, and data shall be retained for at least six years after the term of the Agreement.

B. Audits. As required by Minnesota Statutes, section 16C.05, the records, books, documents, and accounting procedures and practices of CONTRACTOR relating to work performed and pursuant to this Agreement shall be subject to audit and examination by the BOARD and the Legislative Auditor or State Auditor. The CONTRACTOR shall permit the BOARD or its designee to inspect, copy, and audit its

accounts, records, and business documents at any time during regular business hours, as they may relate to the performance under this Agreement.

VII. INDEMNIFICATION

- A. Indemnification. The CONTRACTOR agrees to defend, indemnify, and hold harmless the BOARD, its officers, employees, and its fiscal agent against any and all liability, loss, costs, damages, and expenses which the BOARD, its officers, employees, may hereafter sustain, incur, or be required to pay arising out of the CONTRACTOR's performance or failure to adequately perform obligations pursuant to this Agreement.
- B. Insurance Requirements. It is the sole responsibility of CONTRACTOR to determine the need for and to procure insurance which may be needed in connection with this Agreement. CONTRACTOR shall not commence services hereunder prior to obtaining automobile insurance which will cover personal and business-related travel.
- C. CONTRACTOR's Responsibility for Insurance. The BOARD does not represent in any way that the insurance specified in this Agreement is adequate or sufficient to protect the CONTRACTOR's business or interests. It is the sole responsibility of the CONTRACTOR to determine the need for and to procure additional coverage that may be needed in connection with this Agreement. Notwithstanding any policy or policies of insurance, CONTRACTOR shall be obligated for the full and total amount of any damage, injury, or loss arising out of or resulting from acts or omissions in performing work under this Agreement.

VIII. NON-DISCRIMINATION

During the performance of this Agreement, the CONTRACTOR agrees that no person being provided services by the CONTRACTOR shall be discriminated against on the basis of race, color, religion, age, gender, disability, marital status, sexual orientation, receipt of public assistance, creed, or national origin by the CONTRACTOR in accordance with applicable state and federal laws.

IX. AMENDMENTS

The terms of this Agreement may be changed by mutual agreement of the parties. Such changes shall be effective only on the execution of the written amendment(s) signed by the BOARD and CONTRACTOR.

X. ASSIGNMENT

CONTRACTOR shall not assign, subcontract, or transfer any of the work hereunder without receiving the express written consent of the BOARD.

XI. OWNERSHIP OF DOCUMENTS

All documents and records coming into the possession of the CONTRACTOR relating to the work shall be provided to the BOARD by the CONTRACTOR: plans, manuals, reports, and other developed material and documents shall become the property of the BOARD.

XII. GENERAL PROVISIONS

- A. Independent Contractor Status. CONTRACTOR, in performance of work under this Agreement, operates as an independent contractor and covenants and agrees that it will conduct itself in a manner consistent with such status, that it will neither hold itself out as nor claim to be an officer or employee of the BOARD by any reason under this

agreement, and that it will not by reason of this agreement make any claim or demand, nor apply for any right or privilege, applicable to an officer or employee of the BOARD, including but not limited to, workers' compensation coverage, or retirement membership or credit. CONTRACTOR assumes sole responsibility for payment of all taxes required by federal and state law, including income, employment, property, or franchise taxes.

- B. Conflict of Interest. CONTRACTOR certifies that to the best of its knowledge, no BOARD employee or employee or officer of any agency interested in the Agreement has any pecuniary interest in the business of the CONTRACTOR or with the Agreement and that no person associated with CONTRACTOR has any interest that would conflict in any manner or degree with the performance of the Agreement.
- C. Data Practices. Consistent with Minnesota Statutes, section 13.05, subdivisions 6 and 11, CONTRACTOR must comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as it applies to all data provided by the BOARD in accordance with the Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the CONTRACTOR in accordance with this Agreement. The civil remedies of Minnesota Statutes, section 13.08, apply to the release of the data referred to in this section by either the CONTRACTOR or the BOARD. In the event CONTRACTOR receives a request to release data referred to in this section, CONTRACTOR must immediately notify the BOARD. The BOARD will give CONTRACTOR instructions concerning the release of the data to the requesting party before the data is released.
- D. Complete Contract. This Agreement, including exhibits and other documents incorporated in this agreement or made applicable by reference, constitutes the complete and exclusive statement of the terms and conditions of the Agreement between the CONTRACTOR and the BOARD. This agreement supersedes all prior representations, understandings, and communications. The validity in whole or in part of any term or condition of the Agreement shall not affect the validity of other terms or conditions. The BOARD's failure to insist in any one or more instances upon the CONTRACTOR's performance of any term or condition of the Agreement shall not be construed as a waiver or relinquishment of the BOARD's right to such performance, or to future performance, of such term or condition by the CONTRACTOR, and the CONTRACTOR's obligation for performance of that term or condition shall continue in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the dates set forth below.

METROPOLITAN EMERGENCY
SERVICES BOARD

CONTRACTOR

By: _____
Elliott Payne, 2026 Chair

By: _____
Ron Bombeck

Date: _____

Date: _____

Approved as to Form:

MESB Counsel



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: June 10, 2026
Agenda Item: 7A. Approval of the 2027 Operational Budget
Presenter: Rohret

RECOMMENDATION

The Executive Director recommends the Executive Committee recommend approval of the 2027 MESB Operational Budget.

BACKGROUND

Per the MESB Joint Powers Agreement, the Board must annually approve a budget and maximum assessments by August 1 of each year. In order to notify members of their maximum assessment for the following year, the Board must approve a budget, with a maximum assessment amount, at its July Board meeting.

In the past, the Board approved a preliminary budget in July, to meet the assessment notification requirements, and then approved a final budget by the end of the year. The final budget amount could not create an increase in the noticed assessments.

ISSUES & CONCERNS

Beginning with the 2016 budget, the MESB resumed this budget process; the Board grants preliminary budget approval annually in July, with final budget approval occurring in November, if any portion of the budget can be reduced. The July approval provides the maximum assessment amount for the following year. Approving the budget in this fashion allows staff to refine the budget throughout the year, prior to implementation, which is helpful in years when contracts are subject to RFP.

The 2027 operational budget contains increases due to changing resource needs, primarily related to 9-1-1, and general cost increases which are occurring in the economy today.

FINANCIAL IMPACT

See Issues and Concerns and attached 2027 Budget Notes.

MOTION BY:
 SECONDED BY:
 MOTION:

PASS/FAIL

Metropolitan Emergency Services Board 2027 Operational Budget Considerations

Budget

- 2027 budget reflects a 6.57% increase (\$127,068.00) in the operational budget (not including pass-through radio system expenses) from 2026.
- Staff work to minimize any increases in assessments to member counties.
- A 7.25% merit increase (\$76,567.00) for staff is included in the 2027 budget. Note: the 2026 Dakota County Merit Compensation Plan includes a 6.25% base increase for Meets Standards; 7.25% increase for Exceeds Standards; and a 8.25% increase for Greatly Exceeds Standards and Exceptional ratings. The 2026 Social Security Cost of Living Adjustment was 2.8%.
- At the time of this writing, MESB has one open position. This draft budget includes salary and benefits for an Assistant or Deputy Director, rather than previous positions. Overall, the salaries line increases by 6.38% (\$65,088.00).
- The benefits line reflects a 16.37% (\$54,687.00) increase; Dakota County recommends a 10% increase in health insurance benefits for budget purposes; in the recent past, the budgets included the 10% increase, but the increase was not actualized. Due to that, for 2027 a 5% increase was included. Additionally, benefits reflect actual 2026 benefit selections. Note: 2027 includes the new Sick and Safe Leave contributions, which make up the majority of the increase.
- Travel for Conferences includes an 11% (\$2,950.00) decrease, though overall travel costs for individual conferences were increased due to higher travel costs.
- Professional/Contract Services line is a 4% (\$9,500.00) increase from 2026 which is primarily related to increase in HR services, IT contractor and MESB lobbyist fees.
- Rent increased 3% or \$579 in the anticipated 2027-2028 lease.

- Communications line increased 38% (\$12,595.00), due to new password management/multi-factor authentication software, which is being required by more websites and software packages in use by MESB, as well as generalized increase in costs for other software.
- Equipment decreased 36% (\$2,900.00) due to being an off-year for equipment purchase cycles.
- Insurance decreased 7% (\$4,300.00) primarily due to lower 2025 Technology Errors & Omissions premium rates.

Assessments

- As seen in the following materials, though there is a 6.57% budget increase, there is a 0% increase in the total amount assessed to MESB members. There are minor fluctuations in the amounts assessed to individual counties and Minneapolis due to population changes.
- Staff increased the amount of reserves to apply to assessments. The reserves come from unexpended funds from Washington County, which the 2025 audit showed a sizable balance in the 9-1-1 fund area, due to open positions. Radio has a smaller reserve balance (net income) from unspent training funds. This should be seen as a one-time application; this action cannot be repeated in subsequent years.

Metropolitan Emergency Services Board 2027 DRAFT Budget Summary (Excludes Radio System Expenses)

2027 BUDGET SUMMARY - DRAFT 5.11.26

ACCOUNT	2026 Budget	2027 Total	2027 Radio Administration	Dollar/Percentage Change	
SALARIES					
Proposed merit increase	76,567	81,528	8,583	4,961	6.5%
MESB STAFF SALARIES	943,094	1,003,221	114,614	60,127	6.4%
MESB STAFF BENEFITS	334,135	388,822	31,972	54,687	16.4%
***** TOTAL SALARIES, BENEFITS	1,353,796	1,473,571	146,586	119,775	8.8%
TRNG/PROF'L DEVEL/TECH SEMINARS	10,025	9,900	1,375	(125)	-1.2%
LOCAL TRAVEL	4,800	4,700	1,200	(100)	-2.1%
***** TOTAL PERSONNEL COSTS	1,368,621	1,488,171	149,161	119,550	8.7%
Travel for Conferences	26,200	23,250	3,900	(2,950)	-11.3%
Dues & Subscriptions	3,150	3,350	400	200	6.3%
Professional & Contractual Services	219,250	225,750	72,650	6,500	3.0%
Rent	18,852	19,431	3,770	579	3.1%
Communications	32,925	46,020	3,050	13,095	39.8%
Office Supplies	7,500	7,500	550	-	0.0%
Printing & copying	1,500	1,500	250	-	0.0%
Postage	500	500	100	-	0.0%
Equipment	7,950	5,050	750	(2,900)	-36.5%
Equipment Maintenance	12,420	10,714	0	(1,706)	-13.7%
Advertising and public information	1,650	1,650	250	-	0.0%
Insurance	59,000	54,700	45,000	(4,300)	-7.3%
Other Operating Costs	3,000	3,000	1,000	-	0.0%
***** TOTAL OPERATING COSTS	393,897	402,415	131,670	8,518	2.2%
Audit	22,000	25,000	10,000	3,000	13.6%
Meeting Expenses	6,750	6,750	1,875	-	0.0%
Contingency	16,000	12,000	10,000	(4,000)	-25.0%
***** TOTAL OTHER EXPENSES	44,750	43,750	21,875	(1,000)	-2.2%
***** BUDGET (excluding Radio System Expenses)	1,807,268	1,934,336	302,706	127,068	6.57%
2027 Oper. Admin/911 Total	1,636,967				
2027 Radio Admin. Total	297,370				

Source of Funds	2027	2026
Interest revenue	55,000	55,000
Reserve Funds	214,405	87,336
Insurance Dividend	2,000	2,000
EMS rent, admin, office supplies, etc.	30,000	30,000
MMCD Shared	2,000	2,000
Total from other sources	303,405	176,336
Funded from Assessments	1,630,932	1,630,932
Total all sources	1,934,337	1,807,268

ASSESSMENT SCHEDULE			
	DRAFT		
	2027 Assessment	2026 Assessment	Percentage Change Between 2027/2026
MEMBERS			
ANOKA	176,643	176,609	0.0%
CARVER	53,927	52,991	1.7%
CHISAGO	27,910	28,244	-1.2%
DAKOTA	214,526	213,474	0.5%
HENNEPIN	583,306	586,897	-0.6%
ISANTI	20,628	20,530	0.5%
RAMSEY	263,266	264,154	-0.3%
SCOTT	74,409	74,107	0.4%
SHERBURNE	48,666	48,978	-0.6%
WASHINGTON	134,840	131,953	2.1%
CITY OF MINNEAPOLIS	32,811	32,995	-0.6%
TOTALS:	1,630,932	1,630,932	0.00%

2027 Budget Detail - DRAFT 5.11.26

	Administration	911	Radio	2027 detail	2027 Budget	2026 Detail	2026 Budget	% Change	\$ Change
Salaries									
2027 Proposed MESB merit increases	49,246	23,700	8,583	81,528	81,528	76,567	1,019,661		
Executive Director	180,055			180,055		168,687			
Regional Radio Communications Coordinator			104,031	104,031		96,598			
Assistant Director	107,380			107,380		104,900			
911 Manager		133,487		133,487		128,598			
Senior Administrative Assistant	73,157			73,157		67,137			
Financial Services Specialist	114,428			114,428		109,763			
GIS Specialist		82,041		82,041		75,299			
GIS Specialist		71,740		71,740		64,500			
EMS Coordinator	121,902			121,902		112,612			
Contingency eg. (fto payout)	10,000	3,000	2,000	15,000	1,003,221	15,000			
TOTAL SALARIES	656,168	313,968	114,614		1,084,749			6.38%	65,088
Benefits									
Executive Director	43,342			43,342		40,345	334,135		
Pollock Benefits (OPEB sgl coverage)	4,000			4,000		4,000			
Regional Radio Communications Coordinator			31,972	31,972		28,523			
Assistant Director	46,210			46,210		42,205			
Eggimann Benefits (OPEB sgl coverage)		4,000		4,000		4,000			
911 Manager		58,283		58,283		33,771			
Senior Administrative Assistant	26,615			26,615		23,691			
MESB Financial Services Specialist	47,433			47,433		43,178			
GIS Specialist		38,326		38,326		34,707			
GIS Specialist		26,369		26,369		23,433			
EMS Coordinator	56,272			56,272		50,282			
Contingency eg. (HR administrative fees)	4,000	1,000	1,000	6,000		6,000			
TOTAL BENEFITS	227,872	127,978	32,972		388,822			16.37%	54,687
Training/Professional Development/Tech Seminars									
Executive Director	1,250			1,250		1,100	10,025		
Regional Radio Communications Coordinator			1,500	1,500		1,375			
GIS Specialist		1,200		1,200		1,000			
GIS Specialist		1,200		1,200		1,400			
Assistant Director	1,250			1,250		1,650			
911 Manager		1,500		1,500		1,500			
Senior Administrative Assistant	1,000			1,000		1,000			
MESB Financial Services Specialist	1,000			1,000		1,000			
Total Training/Professional Development/Tech Seminars	4,500	3,900	1,500		9,900			-1%	-125
Local Travel									
Exec Director	1,000			1,000		750	4,800		
911 Manager		1,000		1,000		1,500			
Regional Radio Communications Coordinator			1,200	1,200		1,200			
GIS Specialist		300		300		200			
GIS Specialist		300		300		400			
Assistant Director	750			750		600			
Senior Administrative Assistant local travel & expenses	100			100		100			
MESB Financial Services Specialist	50			50		50			
TOTAL	1,900	1,600	1,200		4,700			-2%	-100

	Administration	911	Radio	2027 detail	2027 Budget	2026 Detail	2026 Budget	% Change	\$ Change
Travel for Conferences							26,200		
MN MSA/NENA/APCO 911 Conf - 911 Manager		-		-		400			
Conference, NENA Best Practices, Exec Dir	1,600			1,600		1,400			
Conference, NENA Best Practices, 911 Manager		1,600		1,600		1,400			
Conference, NENA Best Practices, Assistant Director	1,600			1,600		1,400			
Conference, APCO, Exec Dir	2,200			2,200		2,100			
Conference, APCO, Regional Radio Coord.			2,000	2,000		1,800			
Conference, NENA, Natl, Exec Dir	2,100			2,100		1,700			
Conference, NENA, Natl, 911 Manager		2,100		2,100		1,900			
Conference, NENA, Natl, Assistant Director		2,100		2,100		1,900			
Conference, NENA, Natl, GIS Specialist		2,100		2,100		1,900			
Conference, NENA, Joint Comm, 911 Manager		-		-		1,300			
Conference, NENA, Joint Comm, Assistant Director		-		-		1,300			
Conference, IWCE, Regional Radio Coord.			2,100	2,100		1,850			
Conference, GFOA, Annual Conf - Finance	1,900			1,900		1,900			
State, Regional Conferences, Meetings or Symposiums			250	250		250			
Conference, GIS/LIS MN GIS Specialist		800		800		800			
Conference, GIS/LIS MN Assistant Director		-		-		800			
Conference, GIS/LIS MN GIS Specialist		800		800		800			
Conference, ESRI GIS Specialist		-		-		1,300			
TOTAL	9,400	9,500	4,350		23,250			-11%	-2,950
Dues & Subscriptions							3,150		
Executive Director	700			700		700			
911 Manager		450		450		450			
Regional Radio Communications Coordinator			400	400		400			
GIS Specialist		300		300		300			
GIS Specialist		300		300		300			
Assistant Director	500			500		300			
EMS Coordinator	450			450		450			
MESB Financial Services Specialist	250			250		250			
TOTAL	1,900	1,050	400		3,350			6%	200
Professional/Contract Services							219,250		
Computer/Technical Support and Consulting Services	12,300	12,300	6,150	30,750		30,750			
Legal Services/Advocacy/Regulatory Affairs		18,000	18,000	36,000		33,000			
Web Site Maintenance/Other	12,000	8,000	5,000	25,000		20,500			
Accounting Services	6,000			6,000		6,000			
NeoGov Payroll/HR Services	8,000			8,000		4,000			
Radio Training			35,000	35,000		40,000			
MESB Project Support(NG 911 Network, System Design, Radio & GIS)		80,000	5,000	85,000		85,000			
TOTAL	38,300	118,300	69,150		225,750			3%	6,500
Rent							18,852		
Metro Counties Government Center	9,144	6,858	3,429	19,431		18,852			
TOTAL	9,144	6,858	3,429		19,431			3%	579

	Administration	911	Radio	2027 detail	2027 Budget	2026 Detail	2026 Budget	% Change	\$ Change
Communications							32,925		
Office communication service (phones, fax)	4,000	2,500	1,000	7,500		6,000			
Cellular service	2,320	1,620	480	4,420		4,400			
Outlook/Office365/Drop Box/Adobe/Teams	5,000	3,000	2,000	10,000		6,850			
Software(Anti-Malware,Network scanning,1password, Sonicwall firewall license)	6,000	-	-	6,000		5,500			
Dedicated web server annual cost	3,600	-	-	3,600		3,600			
Misc communications fees (Conference Bridge Svc, Broadcast fax, Comcast, w	13,000	1,000	500	14,500		6,575			
TOTAL	33,920	8,120	3,980		46,020			40%	13,095
Office Supplies							7,500		
Copy Paper	1,200	-	-	1,200		1,200			
Printer Paper	500	500	300	1,300		1,300			
Supplies, general.	2,000	-	-	2,000		2,000			
Computer supplies	2,250	500	250	3,000		3,000			
TOTAL	5,950	1,000	550		7,500			0%	0
Printing & copying					1,500		1,500		
TOTAL	750	500	250	1,500		1,500		0%	0
Postage					500		500		
TOTAL	300	100	100	500		500		0%	0
Equipment							7,950		
Misc Small Office Equipment (incl hard drives,battery backups...)	1,000	500	500	2,000		2,500			
Computer Upgrades	1,800	-	-	1,800		3,200			
Printers, Scanners, PDA	-	-	-	-		1,000			
Contingency	500	500	250	1,250		1,250			
TOTAL	3,300	1,000	750		5,050			-36%	-2,900
Equipment Maintenance							12,420		
Copier maintenance/lease	3,000			3,000		3,000			
Postage Meter Lease/Maintenance	1,100			1,100		1,100			
Conference rooms equip maint.	1,000			1,000		1,000			
GIS Software/Hardware Maintenance		5,614		5,614		7,320			
TOTAL	5,100	5,614	-		10,714			-14%	-1,706
Advertising & Public Information							1,650		
Advertising for meetings	250			250		250			
ARMER System			250	250		250			
Public Information--Emerging Issues	250	500		750		750			
Public information -- 911 brochure		200		200		200			
911 For Kids Program		200		200		200			
TOTAL	500	900	250		1,650			0%	0

	Administration	911	Radio	2027 detail	2027 Budget	2026 Detail	2026 Budget	% Change	\$ Change
Insurance							59,000		
General Property & Liability	12,200			12,200		12,000			
Workers Compensation Insurance	2,500			2,500		2,000			
Radio GL & TE - O			40,000	40,000		45,000			
TOTAL	14,700	-	40,000		54,700			-7%	-4,300
Radio Site Expenses							2,020,152		
Rent			420,240	420,240		408,000			
Utilities			337,052	337,052		327,235			
Insurance			47,000	47,000		47,000			
Motorola Maintenance			1,251,486	1,251,486		1,237,917			
TOTAL			2,055,778		2,055,778			2%	35,626
Other Operating Costs					3,000		3,000		
TOTAL Miscellaneous unbudgeted expenses	1,000	1,000	1,000	3,000		3,000		0%	0
Audit					25,000		22,000		
TOTAL	7,000	7,000	11,000	25,000		22,000		14%	3,000
Board Meeting Expenses							6,750		
Board Mileage & Per Diem	1,450	875	875	3,200		3,200			
Executive Committee Meeting Mileage & Per Diem	1,200	600	600	2,400		2,400			
Committee Meetings		250	200	450		450			
Miscellaneous Meeting Expense	200	300	200	700		700			
TOTAL	2,850	2,025	1,875		6,750			0%	0
Contingency	1,000	1,000	10,000		12,000		16,000		
TOTAL	1,000	1,000	10,000	12,000		16,000		-25%	-4,000
Totals	1,025,554	611,413	2,353,148		3,990,114		3,827,420	4%	162,694

MESB BOARD ASSESSMENT SCHEDULE 2027 BUDGET - **DRAFT 5.11.26**

METROPOLITAN EMERGENCY SERVICES BOARD --- ASSESSMENT TO MEMBERS

	2024	% of 2024	DRAFT 2027 DUES	2024	% of 2024	DRAFT 2027 DUES	DRAFT		Difference from 2026 assessment
COUNTY	Population for Radio Admin.	Population for Radio Admin	Radio. Admin	Population for Operational Admin.	Population for Oper. Admin	Oper. Admin	2027 ASSESSMENT TOTAL	2026 ASSESSMENT TOTAL	
Anoka	374,077	10.83%	\$28,200	374,077	10.83%	\$148,443	\$176,643	\$176,609	\$34
Carver	114,201	3.31%	\$8,609	114,201	3.31%	\$45,318	\$53,927	\$52,991	\$936
Chisago	59,105	1.71%	\$4,456	59,105	1.71%	\$23,454	\$27,910	\$28,244	(\$334)
Dakota	454,301	13.15%	\$34,248	454,301	13.15%	\$180,278	\$214,526	\$213,474	\$1,052
Hennepin	869,515	25.18%	\$65,549	1,304,748	37.78%	\$517,757	\$583,306	\$586,897	(\$3,591)
Isanti	43,684	1.26%	\$3,293	43,684	1.26%	\$17,335	\$20,628	\$20,530	\$98
Ramsey	557,518	16.14%	\$42,029	557,518	16.14%	\$221,237	\$263,266	\$264,154	(\$888)
Scott	157,576	4.56%	\$11,879	157,576	4.56%	\$62,530	\$74,409	\$74,107	\$302
Sherburne	103,059	2.98%	\$7,769	103,059	2.98%	\$40,896	\$48,666	\$48,978	(\$312)
Washington	285,550	8.27%	\$21,527	285,550	8.27%	\$113,313	\$134,840	\$131,953	\$2,887
Minneapolis	435,233	12.60%	\$32,811	0	0.00%	\$0	\$32,811	\$32,995	(\$184)
TOTAL	3,453,819	100.00%	\$260,370	3,453,819	100.00%	\$1,370,562	\$1,630,932	\$1,630,932	

\$0
 increase/decrease in assessments from 2026
 0.00%



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: June 10, 2026
Agenda Item: 7B. Approval of the 2027-2031
 Capital Needs Forecast
Presenter: Rohret

RECOMMENDATION

The Executive Director recommends the Executive Committee recommend approval of 2027 – 2031 MESB Capital Needs Forecast.

BACKGROUND

Per the MESB Joint Powers Agreement, the Board must annually approve a budget and maximum assessments by August 1. In order to notify members of their maximum assessment for the following year, the Board must approve a budget, with a maximum assessment amount, at its July Board meeting.

In the past, the Board approved a preliminary budget in July, to meet the assessment notification requirements, and then approved a final budget by the end of the year. The final budget amount could not create an increase in the noticed assessments.

ISSUES & CONCERNS

For a number of years, the MESB did not have a capital budget. Starting in 2016, a capital budget was reintroduced into the budgeting process. The capital budget does not affect assessment levels, as capital projects are funded from the Hennepin County Investment Fund. In 2025, the capital budget was renamed to the Capital Needs Forecast as the title better reflected the purpose of the document.

FINANCIAL IMPACT

See Issues & Concerns and attached 2027 - 2031 Capital Needs Forecast Notes.

MOTION BY:
 SECONDED BY:
 MOTION:

PASS/FAIL

Metropolitan Emergency Services Board 2027 - 2031 Capital Needs Forecast Considerations

- No administrative needs are currently foreseen for 2027-2031.
- In the 9-1-1 area, all items are the same from the 2026-2030 capital needs forecast.
- First, GIS items covered by a current contract with a GIS vendor are under review by staff to see if the contract needs to be renewed for its final year in 2027. The State has its own GIS platform which can be used now by the MESB for free; staff is evaluating whether the State-provided platform meets MESB needs. The evaluation may not be complete until after the Board's budgeting process begins. If the State's platform meets MESB's needs GIS/MSAG maintenance and county-level reporting lines could be zeroed out.
- The cloud-based mapping services has been included in the two previous capital needs forecasts, but funding was never requested/implemented as the state's RFP for NGCS has not been awarded. At this time, it is unknown what, if any, sort of these services may be included by the selected NG9-1-1 Core Services vendor. It is possible this will not need to be an MESB purchase/expense.
- Studies included in the 2026-2030 capital needs forecast remain in the current document.
- New in the 2027-2031 capital needs forecast is cache radio replacement, currently scheduled for \$100,000 over two years (2030-2031). Staff will seek grants, promotions, etc. to bring overall costs down.
- As always, staff work to minimize the amount of funds transferred from the investment fund each year.

Metropolitan Emergency Services Board
DRAFT Capital Budget Forecast
Five Year 2027 - 2031

Project	Project Rank	Current Year (2026) Budget*	2027	2028	2029	2030	2031	Total Est. Cost
<i>Administrative</i>								
IT Upgrades (Network)		0						0
AV Equipment		0						0
Total		0	0	0	0	0	0	0
<i>NG 9-1-1</i>								
Network Transition Plan Management	funded	50,000						0
Integrated GIS/MSAG Maintenance/Transition	funded	11,431	9,902					9,902
County-Level Reporting for PSAPs (data review)	funded	18,743	19,680	20,664	21,697	21,697	21,697	105,435
Comprehensive PSAP Staffing & Operations Study*	1	250,000	0					
PSAP NG9-1-1 Transition Plan Update	2		50,000					
PSAP Continuity of Operations Study	3		75,000					
Feasibility and Cost Effectiveness Study on Regional Purchase of PSAP Technology	4		75,000					
Cloud-based Mapping App./ESRI Features/Services***	5	33,000	33,000	33,000	33,000	33,000	33,000	165,000
Total		330,173	262,582	53,664	54,697	54,697	54,697	480,337
<i>Radio</i>								
Cache Radio Replacement		0				50,000	50,000	100,000
Total		0	0	0	0	50,000	50,000	100,000
Total Cost of Capital Projects		330,173	262,582	53,664	54,697	104,697	104,697	580,337
Funding Source								
Hennepin County Investment Fund		330,173	262,582	53,664	54,697	104,697	104,697	580,337

***Uncertain if this will be needed as part of ECN's RapidDeploy Mapping project or the metro PSAPs' CAD-to-CAD interoperability project; MESB may not be the agency to pay for this?



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: June 10, 2026
Agenda Item: 7C. Approval of the 2027-2031 MESB
 Joint Powers Agreement
Presenter: Rohret

RECOMMENDATION

Board counsel and staff recommend the Executive Committee recommend approval of the 2027 – 2031 MESB Joint Powers Agreement.

BACKGROUND

The Joint Powers Agreement (JPA) which created the Metropolitan Emergency Services Board was executed in 2005, and has been amended four times since (2008, 2011, 2016, and 2022). The current JPA has been in effect since January 1, 2022 and expires on December 31, 2026.

ISSUES & CONCERNS

Board counsel and the Executive Director have reviewed the current JPA and made proposed amendments for the 2027 – 2031 agreement. Most of the proposed amendments are not major amendments; they are primarily language changes to reflect circumstantial changes which have occurred since the current version was executed or to reflect current practice. Additionally, though not shown in track changes, members' signature pages have been updated.

Once the MESB approves this language, the governing body of each member agency must approve agreement. Staff is determining whether a single DocuSign process will be most efficient.

FINANCIAL IMPACT

None to the MESB at this time.

MOTION BY:
 SECONDED BY:
 MOTION:

PASS/FAIL

**JOINT POWERS AGREEMENT
FOR
METROPOLITAN EMERGENCY SERVICES BOARD**

AGREEMENT made on the effective date herein between Anoka County, Carver County, Chisago County, Dakota County, Hennepin County, Isanti County, Ramsey County, Scott County, Sherburne County, Washington County, and City of Minneapolis.

WHEREAS, the counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington entered into a joint powers agreement to establish the Metropolitan 911 Board to carry out the requirements of counties under Minnesota Statutes, Chapter 403 for the establishment of a 911 telephone system in the seven-county metropolitan area; and

WHEREAS, the provision of Emergency Medical Services (EMS) is a function that is related to the installation and operation of a regional 911 telephone system; and

WHEREAS, regional EMS systems governed by a body consisting of appointed representatives from each of the counties within a region are eligible for funds from the EMS Regulatory Board in accordance with Minnesota Statutes, Section 144E.50; and

WHEREAS, the Joint Powers Agreement for Metropolitan 911 Board was previously amended to include the power to serve as a regional EMS system board under Minnesota Statutes, Sections 144E.50 to 144E.52; and

WHEREAS, the Metropolitan Radio Board was established pursuant to Minnesota Statutes, Section 403.22, and included the seven member counties to the Metropolitan 911 Board and Chisago County, Isanti County and the City of Minneapolis; and

WHEREAS, the statutorily created Metropolitan Radio Board terminated pursuant to Minnesota Session Laws, 2004, c. 201, s. 22, and a successor regional radio board needed to be established pursuant to Minnesota Statutes, Section 403.39 to plan, implement, maintain, and operate regional and local improvements to the statewide, shared, trunked radio and communication system provided for in Section 403.36; and

WHEREAS, the seven member counties to the Metropolitan 911 Board and the City of Minneapolis recognized that there were economic and operational advantages to the members to jointly plan, coordinate, and administer a regional 911 system, emergency medical services, and a regional radio system in the metropolitan area, pursuant to Minnesota Statutes, Section 471.59 and other law; and therefore entered into a Joint Powers Agreement for Metropolitan Emergency Services Board effective June 15, 2005, which made the former Metropolitan 911 Board the successor to the Metropolitan Radio Board; and

WHEREAS, Chisago County became a party to said Joint Powers Agreement in 2006, and fully participates in the activities of the Board; and

WHEREAS, said Joint Powers Agreement was amended and replaced by Joint Powers Agreement for Metropolitan Emergency Services Board effective January 1, 2008; and

WHEREAS, Isanti County became a party to said Joint Powers Agreement in 2010, and fully participates in the activities of the Board; and

WHEREAS, the Joint Powers Agreement for Metropolitan Emergency Services Board effective January 1, 2008 was amended and replaced by Joint Powers Agreement for Metropolitan Emergency Services Board effective January 1, 2012; and

WHEREAS, the Joint Powers Agreement for Metropolitan Emergency Services Board effective January 1, 2012 was amended and replaced by Joint Powers Agreement for Metropolitan Emergency Services Board effective January 1, 2017; and

WHEREAS, Sherburne County became a part to said Joint Powers Agreement in 2019, and fully participates in the activities of the Board; and

WHEREAS, the Joint Powers Agreement for Metropolitan Emergency Services Board effective January 1, 2017 was amended and replaced by Joint Powers Agreement for Metropolitan Emergency Services Board effective January 1, 2022; and

WHEREAS, all of the parties to the existing Joint Powers Agreement for Metropolitan Emergency Services Board agree that it shall be amended and replaced with this Agreement.

THEREFORE, in consideration of the terms contained herein, and in consideration of the execution of this Agreement by each of the parties hereto, it is agreed as follows:

ARTICLE I

Purposes

This Agreement has been executed by the parties hereto for the following purposes:

- A. establishing a regional radio board pursuant to Section 403.39 to implement, maintain and operate regional and local improvements to the statewide, shared, trunked radio and communication system provided for in Section 403.36.
- B. complying with the mandate of Sections 403.02 to 403.15, and implementing and administering a regional 911 system through a joint powers board.
- C. encouraging the development of new resources and the coordination of EMS services throughout the ten-county metropolitan area to efficiently and cost effectively respond to medical emergencies and provide a high level of patient care.

D. serving as the successor in interest to the Metropolitan Radio Board with respect to all contracts (including but not limited to Cooperative Agreements with members to this Agreement and/or other radio users), responsibilities and obligations, whether at law or in equity.

Each member agrees to cooperate in fulfilling these purposes, the terms of this Agreement and the objectives of applicable legislation, rules and standards in furtherance of the public safety and welfare of the people of the ten-county metropolitan area through effective emergency communications systems and emergency medical services systems.

ARTICLE II

Definitions

Section 1: Statutory Definitions. The definitions of terms contained in Minnesota Statutes, Chapter 403 shall apply in this Agreement where those terms are used.

Section 2: Additional Definitions. In the interpretation of this Agreement, the following additional definitions shall have the meanings given to them.

- A. “Board” means the joint powers board described in Article III, Section 1 of this Agreement.
- B. “CAD” means Computer-Aided Dispatch.
- C. “EMS” means Emergency Medical Services.
- D. “Local Elective Service” means that service of a county which exceeds minimum 911 service.
- E. “Member” means a party to this Agreement.
- F. “PSAP” means a public safety answering point.
- G. “Representative” means a county commissioner or city council member who is a duly appointed, qualified and acting representative of a member hereto.
- H. “Regional 911 System” means the metropolitan area 911 system under the Board coordinating 911 service to each of the counties hereto.
- I. “Ten-county metropolitan area” means the counties of Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, and Washington.
- J. “User” with respect to the regional radio system, means any entity or person who has a contractual or other right to send and receive information via the regional radio system.

ARTICLE III

Joint Powers Board

Section 1: Creation and Composition. A board of elected officials, known as the Metropolitan Emergency Services Board, is hereby established for the purposes contained herein with the powers and duties set forth in this Agreement. The Board shall consist of either one or two representatives from each of the counties of Anoka, Carver, Dakota, Scott, Sherburne and Washington, and from the City of Minneapolis, as provided in their appointing resolutions. Ramsey County and Hennepin County shall each have two to four representatives, as provided in their appointing resolutions. The counties of Anoka, Carver, Dakota, Scott, Sherburne and Washington, and the City of Minneapolis, shall be entitled to two votes each, one vote for each representative, or allocated among their representatives as provided in their appointing resolutions. Ramsey County and Hennepin County shall have four votes each to be allocated among their representatives as provided in their appointing resolutions. The Board shall include one representative from each of the counties of Chisago and Isanti who shall each have one vote. The governing body of each member to this Agreement shall appoint, by resolution, its representatives and alternates to the Board. Alternates shall be elected officials and shall have the same voting strength as the representative for whom they are appointed to serve as an alternate. Resolutions appointing representatives shall be filed at a place, time and manner as determined by a majority of the Board.

Section 2: Terms. Representatives shall be appointed for a one year term beginning January 1 of each year. In the event that any representative shall not have been appointed by ~~January 1~~ the Board's annual organizational meeting in any year, the incumbent representative shall serve until a successor has been appointed. Removal of any representative during the term for which the representative has been appointed shall be done only by resolution of the appointing governing body. Resolutions appointing or removing representatives under this section shall be filed as provided for in Section 1 of this Article.

Section 3: Chair and Vice Chair. At its ~~first regular~~ annual organizational meeting of the year the Board shall elect a Chair and Vice Chair from among the representatives designated by the governing bodies of the members to serve on an Executive Committee. The Chair and Vice Chair shall be elected by the Board for one year terms. The Chair shall preside at all meetings of the Board and shall perform other duties and functions as may be determined by the Board. The Vice Chair shall preside over and act for the Board during the absence of the Chair.

Section 4: Secretary and Treasurer. At its ~~first regular~~ annual organizational meeting of the year the Board shall elect a Secretary and a Treasurer from among the representatives designated by the governing bodies of the members to serve on an Executive Committee. The Secretary and the Treasurer shall be elected by the Board for one year terms. The Secretary and Treasurer shall perform all the duties and functions as provided for in the bylaws. In the absence of the Chair and Vice Chair the Secretary and Treasurer, respectively, shall preside over and act for the Board.

Section 5: Membership in Executive Offices. Ramsey County shall have one representative in any of the four executive offices provided for in Sections 3 and 4 of this Article. Hennepin County and the City of Minneapolis shall alternate every four years having a representative in any of the four executive offices provided in Sections 3 and 4 of this Article. Officers will serve successively in the offices of Treasurer, Secretary, Vice Chair and Chair. Representatives from all other members will serve as officers on a rotating basis.

Section 6: Vacancies. If an appointment of any representative is vacated before the end of the term, the vacancy shall be filled by appointment by the appropriate appointing governing body. Vacancies shall be filled within thirty (30) days of their occurrence. A vacancy shall be deemed to have occurred when any of the conditions specified in Minnesota Statutes, Section 351.02 exist, or if a representative fails to qualify or act as a representative.

Section 7: Meetings. The Board shall meet at regular meetings at such times and places as the Board shall determine. Special meetings may be held on reasonable notice by the Chair or any two representatives upon terms and conditions as the Board may determine and in accordance with the requirements of ~~the open meeting law~~, Minnesota Statutes, Chapter 13D. Each representative shall be present and voting only in his or her own representative capacity and without authority to cast proxy votes. An affirmative vote of a majority of representative votes present shall be required before any action can be taken provided a quorum is present at the call of the meeting to order. A majority of the representatives designated by the members to this Agreement shall constitute a quorum, provided that those present represent a majority of the members to this Agreement.

ARTICLE IV

Powers of the Board

Section 1: General Powers. The Board is hereby authorized to exercise such authority that it may as a joint powers board pursuant to Minnesota Statutes, Section 471.59, and other law, including new and amended law, except as otherwise limited herein, to effectively achieve the goals and objectives as described herein.

A. **Radio.** When acting in its capacity as a regional radio board and as the successor to the Metropolitan Radio Board, the Board has the powers necessary and convenient to discharge the duties imposed on it by law, including the duty to implement, maintain, and operate regional and local improvements to the statewide, shared, trunked radio and communication system provided for in Minnesota Statutes, Section 403.36. The Board shall also have the powers of a regional radio board provided by Minnesota Statutes, Section 403.39.

B. **911.** When acting as the metropolitan 911 board, the Board is authorized to complete the implementation of the consolidated 911 plan for the ten member counties in the acquisition, installation, operation and maintenance of the Regional 911 System, and is authorized to exercise those powers required to discharge the duties imposed by Minnesota Statutes, Sections 403.01 to 403.15, and rules and regulations promulgated pursuant to said statutes.

C. **EMS.** When acting as a regional emergency medical services (EMS) board pursuant to Minnesota Statutes, Sections 144E.50 to 144E.52, the Board is authorized to take actions, or recommend actions to the appropriate authorities, public and private, which are needed for the coordination and improvement of emergency medical services (EMS) within the counties of Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne and Washington.

D. **Emergency Services Systems.** The Board may exercise other powers granted by the legislature to regional radio boards and to counties or cities under Minnesota Statutes, Chapter 403, including all the powers of a regional emergency communication board under Minnesota Statutes, Section 303.392, or any other law related to emergency services systems.

Section 2: Specific Powers. The Board may exercise, but is not limited to, the following specific powers:

A. **Powers of General Applicability.** The Board may exercise the following powers in carrying out any of the purposes set forth in this Agreement:

1. Adopt an annual budget, together with a statement of the sources of funding and an estimate of the proportion of such amounts required of each party.
2. Enter into contracts required in furtherance of this Agreement and statutory mandate; and enforce such contracts to the extent available in equity or at law. The requirements of the member with the least restrictive contracting and purchasing authority shall apply hereto in the judgment of the Board.
3. Disburse funds in a manner, which, as far as practicable, is consistent with the method provided by law for the disbursement of funds by the parties to this Agreement.
4. Adopt by-laws and rules and/or policies consistent with this Agreement required for the exercise of the powers of the Board or accomplishment of its objectives.
5. Proceed against any member to this Agreement failing to make prompt payment of its just and correct assessment under Article VI, subject to the procedures established in this Agreement.
6. Make provision for the employment, discipline or discharge of personnel required to accomplish the purposes of this Agreement. Employ an executive director and delegate contracting authority to the executive director up to such limits as determined by the Board, and delegate such other powers as the Board deems appropriate for the efficient and effective management of the joint powers organization.
7. Purchase public liability insurance and such other bonds and insurance as is deemed necessary for the protection of the Board, its members, representatives, officers, agents and employees. The exercise of such authority by the Board shall not be construed as a waiver

or modification of the limitations, defenses and immunities of liability contained in Minnesota Statutes, Chapter 466, Minnesota Statutes, Section 471.59, subd. 1a, or other applicable law.

8. Seek, apply for, and accept appropriations, gifts, grants or loans of money, other property or assistance on behalf of any or all the members from the United States Government, the State of Minnesota, or any person, association or agency for any of its purposes; enter into any agreement in connection therewith; and hold, use and disburse or dispose of such money or other property and assistance in accordance with the terms of the gift, grant or loan relating thereto. Nothing herein is intended to authorize the Board to issue bonds for any of its purposes.

9. Acquire real and personal property by purchase, lease, gift, or grant, and interests in property necessary for the accomplishment of the purposes set forth in this Agreement, and sell or otherwise dispose of property which it no longer requires.

10. To the extent allowed by law, establish and collect fees, including user fees, for services provided by the Board.

11. Petition the legislature and congress for funding and for statutory changes.

12. Sue and be sued.

13. The Board shall keep proper minutes of all its proceedings.

14. The Board shall keep proper and adequate books of accounts showing all its receipts and disbursements by date, source, and amount. The Board must be audited at least once each year. The Board may elect to be audited by a certified public accountant or by the state auditor.

B. Radio Specific Powers. The Board may exercise the following regional radio board powers:

1. Establish, implement, and approve plans for local government radio subsystems that are, or will be, interconnected to the state backbone within the ten-county metropolitan area.

2. Set or adopt regional performance and technical standards, subject to review by the Statewide Emergency Communications Board (SECB), for regional radio system infrastructure.

3. Set regional ~~interoperational~~interoperability priorities or protocols for the radio system.

4. Determine cost apportionment among radio user entities for regional capital, operational, maintenance, and administrative costs.

5. Continue to administer radio antenna leases within metropolitan area. Renegotiate and approve new leases upon expiration, when necessary, in conjunction with MnDOT.
6. Assume existing contractual responsibilities of the Metropolitan Radio Board.
7. Monitor compliance with standards, protocols and procedures as determined by the SECB and this Board within the ~~nineteen~~-county metropolitan area.
8. Prepare reports to the legislature as required by law.
9. In cooperation and conjunction with the SECB, and MnDOT, allocate capacity within the ten-county metropolitan area.
10. Coordinate integration among users in the ten-county metropolitan area.
11. Apply for and hold licenses for public safety frequencies to be used in regional and local improvements, including a regional data system.
12. In cooperation with the SECB, determine the extent to which local governments, quasi-public service corporations, and private entities eligible to use the system may provide system enhancements at their direct expense.
13. Subject to system capacity and channel availability, the Board shall ensure that all local governments, quasi-public service operations, and private entities in the ten metropolitan counties that are eligible to use radio frequencies reserved for public safety use have adequate communications capacity and intercommunications capability.
14. The Board may contract with entities in the ten metropolitan counties eligible to use the public safety channels other than local governments, to provide them with public safety radio communication service. The Board may contract with eligible jurisdictions and entities outside the ten metropolitan counties for inclusion in the regionwide public safety radio communication system.
15. Own, lease or otherwise provide hardware and/or software necessary to support sharing of radio infrastructure between multiple agencies, including public safety answering point (PSAP) dispatch operation position equipment.

C. 911 Specific Powers. The Board may exercise the following 911 board powers:

1. Engage in planning, installing, administering, operating and maintaining the Regional 911 System, including preparing and submitting a consolidated 911 system plan on behalf of all the counties. Any consolidated 911 system plan approved by the Board shall not impose financial obligations on any county or city which exceeds those approved by the county or the city responsible for the PSAP.

2. Provide or administer training to PSAP operators and other participants in the emergency services systems.
3. Own, lease or otherwise provide the network(s) and/or emergency service applications that support the network(s), including hardware and/or software, for network components and elements such as servers, gateways, routers, databases, or any other network elements, necessary to support standardized regional delivery of Requests for Emergency Assistance (RFEAs) and the related data information to multiple PSAPs.
4. Own, lease or otherwise provide the hardware/software/data/applications and/or other emergency service components and elements necessary to support standardized regional handling of Requests for Emergency Assistance (RFEAs) and the related data information at individual and/or multiple PSAPs.
5. Contract with one or more vendors to provide an emergency services system(s) or related elements or components of an emergency services system(s).
6. Contract with or employ staff to design, install, administer, operate, and maintain elements or components of an emergency services system.
7. Set or adopt regional performance and technical standards related to an emergency services system(s).
8. Monitor vendor compliance with the emergency services system standards.
9. Determine and administer cost apportionment among user entities for regional capital, operational, maintenance, and administrative costs.
10. Develop and maintain a regional plan for the implementation of Next Generation 911 (NG911) service within the region or within subregions of the region consistent with standards established under Minnesota Statutes, Section 403.382.
11. Establish regional technical and operational standards for the implementation of NG911 service within the region or within subregions of the region that are consistent with technical and operational standards for 911 service adopted pursuant to Minnesota Statutes, Section 403.382.
12. Upon Board action to exercise this power, contract with one or more vendors for a CAD interoperability system; administer and govern this system via an established committee of all PSAP participants.

D. **EMS Specific Powers.** The Board may exercise the following EMS board powers:

1. Serve as the contractual and financial agent for the purposes of accepting and disbursing State or federal funds under agreements with the State of Minnesota, Minnesota Department of Health or other State or federal agencies on behalf of the counties included in the ten-county metropolitan regional EMS system, as identified in Section 1.C, for regional emergency medical services (EMS) activities.
2. Review and approve plans, grant applications or requests for funds or programs related to emergency medical services within the ten-county metropolitan regional EMS system.
3. Recommend policies, procedures, or programs to coordinate and improve the delivery of emergency medical services in the ten-county metropolitan regional EMS system.
4. Review, develop, and recommend standards for training of emergency services personnel, including dispatchers, first responders, emergency medical technicians, paramedics, emergency room nurses and physicians for the ten-county metropolitan area.
5. Develop, review, and recommend standards and procedures for EMS communications, including, but not limited to use of the assigned Emergency Medical Services radio frequencies within the ten-county metropolitan area.
6. Develop, review, and recommend standards and procedures for emergency transportation and medical care of the patient from the scene of the incident to the hospital including equipment for patient care in the ten-county metropolitan area.
7. Review, develop, and present public information and education programs that relate to EMS functions and services in the ten-county metropolitan area.

Section 3: Indemnification. The Board shall be considered a separate and distinct public entity to which the members have transferred all responsibility and control for actions taken pursuant to this Agreement. The Board shall comply with all laws and rules that govern a public entity in the State of Minnesota and shall be entitled to the protections of Minnesota Statutes, Chapter 466. The Board shall fully defend, indemnify and hold harmless the members against all claims, losses, liability, suits, judgments, costs and expenses by reason of the action or inaction of the Board, ~~its and/or employees, and/or the its agents of the Board.~~ This Agreement to indemnify and hold

harmless does not constitute a waiver by any member of limitations on liability provided under Minnesota Statutes, Section 466.04. To the full extent permitted by law, actions by the members pursuant to this Agreement are intended to be and shall be construed as a cooperative activity and it is the intent of the members that they shall be deemed a single governmental unit for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, subd. 1a; provided further that for purposes of that statute, each member to this Agreement expressly declines responsibility for the acts or omissions of the other members. The members of the Board are not liable for the acts or omissions of the other members to the Board except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other members.

ARTICLE V

Committees

Section 1: Executive Committee. The Chair, Vice Chair, Secretary, Treasurer and one representative from each of the members not represented by an executive officer shall constitute an Executive Committee. The governing body of each member to this Agreement shall designate which of its representatives will serve on the Executive Committee. The Executive Committee shall have the authority to act in those circumstances and on those matters as directed by the Board.

Section 2: Technical Operations Committee(s). The Board shall establish Technical Operations Committee(s) and shall determine the membership and responsibilities of the committee(s).

Section 3: EMS Technical Operations Committee. The EMS Technical Operations Committee shall recommend to the Board those actions which are needed for the coordination and improvement of emergency health care services within the ten-county metropolitan regional EMS system.

Section 4: Other Committees. The Board may appoint such other committees and subcommittees as are necessary for the accomplishment of the purposes of this Agreement. The Board may authorize one or more subcommittees for any committee of the Board.

ARTICLE VI

Funding

Section 1: Assessment Procedure. By August 1 of each year, prior to the adoption of an annual budget for the following year, the Board shall determine the amount of contribution by each participating county according to the assessment formula in Section 3 herein. The budget shall account for all revenue and expenses of each function of the Board under this Agreement. The contribution of each county shall be a credit for the county making the contribution. If, in any year, the amount of any contribution exceeds that estimated as each county's share toward the total annual cost, the excess shall be allocated in such manner as to reduce each county's contribution in accordance with the assessment formula herein. If, after the adoption of an annual budget, it appears that a deficit is imminent in that the amount of any share is incorrect or insufficient, the Board may, at a regular or special meeting, adjust the budget to the extent required for the exercise of its powers and the accomplishment of its purposes. Such additional contributions shall be assessed as provided in Section 3 herein. Hennepin County will be assessed based on its entire population as provided in Section 3 herein; therefore, the City of Minneapolis shall not be assessed for Board functions except for administrative costs related to regional radio board functions as provided in Section 8 herein.

Section 2: Initial Assessment. An assessment shall be made and charged to each county herein sufficient to enable the Board to administer the Regional 911 System. Such assessment shall be

made by the Board at its first regular meeting in accordance with the assessment formula contained in Section 3 herein. Thereupon, notice of the assessment shall be forwarded to each county for approval and payment.

Section 3: Assessment Formula. All assessments authorized to be made by this Agreement shall be made in the same proportion as the ratio of the population of the county bears to the population of the ten-county metropolitan area, as measured by the most recent and available population figures of the State Demographic Center. If the Board incurs any liability for damages arising from any of its activities under this Agreement, the amount of damages shall be assessed against each county in the same manner as in the assessment formula described in this section; provided that any assessment against Hennepin County shall be reduced by the amount attributable to the population of the City of Minneapolis and shall be assessed against the City of Minneapolis. Nothing herein shall be construed as a waiver or modification of the limitations, defenses and immunities of liability contained in Minnesota Statutes, Chapter 466, Minnesota Statutes Section 471.59, subd. 1a, or other applicable law.

Section 4: Initial Local Elective Service. The total costs incurred as a result of any single county request or local elective service shall be assessed to the county so requesting. If more than one county makes a request for such service, the assessment therefor shall be made in the same proportion as the ratio of population of each requesting county bears to the population of all counties requesting such local elective service. The assessment therefor shall be made on the most recent and available population figures of the State Demographic Center.

Section 5: Local Elective Service After Implementation. Any county requesting an elective service after implementation of the Regional 911 System, or after the cost of a local elective service has been assessed and paid by another county or counties, shall purchase the local elective service by paying its proportionate share of the installation cost of special or additional equipment required for local elective service to the Board as though the later requesting county or counties had originally requested the local elective service.

The amount paid by the county or counties later requesting the local elective service shall be paid to the county or counties originally paying for the local elective service in proportion to their entitlement, or at the county's option, may be allocated by the Board to the initial requesting county or counties as a credit in proportion to their original payment for local elective service.

Section 6: Time of Payment; Review. All assessments made under the provisions of this article shall be approved and paid by each county within thirty (30) days of receipt of written notice of the assessment. Payment by any county shall not be construed as a waiver of the right to review the amount or the basis for the assessment. Any county may request such a review, after payment of the assessment, by the Board. The Board shall hear the parties upon request and make such modifications in the assessment to any county as are appropriate under the circumstances. If the request for review is not satisfactorily resolved before the Board, the aggrieved county or counties may make a request for arbitration pursuant to the provisions of Minnesota Statutes, Chapter 572.

Section 7: Allocation of Capital, Operating and Maintenance Costs for Radio System.

Each member shall pay for the capital, maintenance and operating costs of all equipment related to the regional radio system which the member owns, now or in the future.

Section 8: Administrative Costs. The administrative costs of the Board which are incurred as a result of the Board's operating as a regional radio board shall be determined by the Board and shall be allocated to all members as provided in Section 3 herein, except that Hennepin County's assessment shall be reduced by the amount assessed to the City of Minneapolis, which shall be assessed based on its population.

Section 9: Accountability for Funds. All funds shall be accounted for according to generally accepted government accounting principles.

ARTICLE VII

Withdrawal

Section 1: Unilateral Withdrawal. No member may withdraw during the term of this Agreement or during any renewal term. Any member may withdraw upon the expiration of the term of this Agreement or upon the expiration of any renewal term, provided for in Article IX, Section 1, by giving notice to the Chair of the Board of a certified copy of a resolution of its governing body indicating its intent to withdraw from this Agreement. Such notice must be given to the Chair of the Board by June 1st of the year of withdrawal to be effective. Upon receipt of the resolution, the Chair of the Board shall forward a copy of the resolution to each of the members and to the Minnesota State Department of Public Safety.

Section 2: Effect of Withdrawal. Withdrawal by any member shall not terminate this Agreement except as provided in Article VIII. Withdrawal shall not act to discharge any liability incurred or chargeable to any member before the effective date of withdrawal. Such liability shall continue until appropriately discharged by law or agreement. No member shall be entitled to a refund of administrative or operating funds paid, or forgiveness of such funds owed, to the Board. Any withdrawing county receiving local elective services shall continue to be liable for its share of the annual recurring costs of such service.

ARTICLE VIII

Termination

Section 1: Termination. This Agreement shall terminate upon the occurrence of any one of the following events:

A. When members withdraw pursuant to Article VII so that in the judgment of the Board it becomes impractical or uneconomical to continue to operate under this Agreement.

B. When necessitated by operation of law or as a result of a decision by a court of competent jurisdiction.

C. When a majority of the members hereto agree, by resolution of their governing bodies, to terminate the Agreement.

D. Upon the termination date set forth in Article IX, unless renewed as provided in Article IX.

Section 2: Effect of Termination. Termination shall not discharge any liability incurred by the Board or by the members during the term of this Agreement. Each member shall be liable for its own acts and for the acts of the Board to the extent provided by law. Property or surplus money acquired by the Board shall be distributed to the members in proportion to contributions of the contracting parties. Any funds remaining from the settlement with Northwestern Bell Telephone Company shall be distributed to the counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington in proportion to their population as determined by the most recent and available population figures of the State Demographic Board. The Board shall approve a final report of its activities and affairs.

ARTICLE IX

Effective Date, Renewal, Amendments, New Members

Section 1: Effective Date. This Agreement, which amends and replaces the existing Joint Powers Agreement for Metropolitan Emergency Services Board, shall become effective on January 1, ~~2022-2027~~ and shall continue in force until December 31, ~~2026~~2031.

This Agreement may be renewed for additional terms of up to five years each by resolution of the governing bodies of the members hereto. Upon the renewal of this Agreement by a majority of members, this Agreement will become binding upon the remaining members except for any member that has provided notice of its intent to withdraw pursuant to Article VII, Section 1.

Section 2: Amendments. This Agreement may be amended only by unanimous agreement of the members hereto by resolution of the governing bodies thereof except as provided in Section 3 herein.

Section 3: New Members. Additional members may become parties to this Agreement by resolution of their governing bodies and unanimous agreement of the representatives of the existing members.

Section 4: Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hands on the date written below:

DRAFT

COUNTY OF ANOKA, STATE OF MINNESOTA

Attest: _____
County Administrator

By: _____
Chair of County Board

Date: _____

Approved as to Form

Assistant Anoka County Attorney

DRAFT

COUNTY OF CARVER, STATE OF MINNESOTA

By: _____
County Administrator

By: _____
Chair of County Board

Date: _____

Date: _____

DRAFT

COUNTY OF CHISAGO, STATE OF MINNESOTA

Attest: _____
Clerk of County Board

By: _____
Chair of County Board

Date: _____

Reviewed by:

Chisago County Attorney

Date: _____

DRAFT

COUNTY OF DAKOTA, STATE OF MINNESOTA

Attest: _____
Clerk of County Board

By: _____
Chair of County Board

Date: _____

Approved as to Form:

Assistant Dakota County Attorney

Date: _____

DRAFT

COUNTY OF HENNEPIN, STATE OF MINNESOTA

COUNTY BOARD AUTHORIZATION

COUNTY OF HENNEPIN

STATE OF MINNESOTA

Reviewed for COUNTY by
the County Attorney's Office:

Michael Bernard
Assistant County Attorney

Date: _____

By: _____
Irene Fernando
Chair of Its County Board

Date: _____

ATTEST: _____
Sheri Selton
Deputy Clerk of County Board

Date: _____

HENNEPIN COUNTY SHERIFF'S OFFICE

Patrick Enderlein
Chief Deputy
Hennepin County Sheriff's Office

Date: _____

By: _____
Jodi Wentland
County Administrator

Date: _____

By: _____
Grace Helgerson
County Administration Clerk

Date: _____

Document Assembled by:

Jill Rohret
Executive Director, MESB

Date: _____

COUNTY OF ISANTI, STATE OF MINNESOTA

Attest: _____
County Administrator

By: _____
Chair of County Board

Date: _____

DRAFT

COUNTY OF RAMSEY, STATE OF MINNESOTA

By: _____
Rafael E. Ortega, Chair
Ramsey County Board of Commissioners

Date: _____

Attest: _____
Jason Yang, Chief Clerk

Date: _____

Approved: _____
Nancie Pass, Director
Ramsey County Department of Emergency Communications

Date: _____

Approved as to form:

Assistant County Attorney

COUNTY OF SCOTT, STATE OF MINNESOTA

By: _____
Lezlie Vermillion, County Administrator

Date: _____

APPROVED AS TO FORM:

Jeanne Anderson for Ron Hocevar
Scott County Attorney

Date: _____

DRAFT

COUNTY OF SHERBURNE, STATE OF MINNESOTA

Attest: _____
Clerk of County Board

By: _____
Chair of County Board

Date: _____

Approved as to form and execution:

For Sherburne County Attorney's Office

DRAFT

COUNTY OF WASHINGTON, STATE OF MINNESOTA

Attest: _____
Clerk of County Board

By: _____
Chair of County Board

Date: _____

By: _____
County Administrator

Date: _____

Approved as to Form:

Assistant Washington County Attorney

DRAFT

CITY OF MINNEAPOLIS, STATE OF MINNESOTA

By: _____
City Coordinator

By: _____
City Finance Officer or Designee

Date: _____

Approved as to Form:

Assistant City Attorney

DRAFT



METROPOLITAN EMERGENCY SERVICES BOARD

Meeting Date: June 10, 2026
Agenda Item: 7D. Discussion: MESB Staff Compensation Analysis
Presenter: Rohret

RECOMMENDATION

None. This item is for discussion purposes only.

BACKGROUND

In 2005 and in the fall 2015, Dakota County Employee Relations conducted full scope review of positions at MESB. The 2015 analysis yielded a report received in late March 2016; the report did not result in any major classification changes to MESB positions.

Since the 2015 review, individual positions were reviewed as they became open for hiring, but the entirety of MESB's positions have not been reviewed.

ISSUES & CONCERNS

David Drown Associates (DDA) conducted a compensation and classification review of MESB positions. MESB is a unique agency in the country and is difficult to compare MESB all of positions to others in the market.

DDA prepared information for the Board. For positions for which DDA could find enough matches in the market to accurately calibrate them, DDA found MESB salaries are competitive, and for the most part slightly above market rate, with the exception of one position (GIS Specialist).

The GIS Specialist position was reclassified in 2025 but is still slightly below market.

Note: the Executive Director position was not included in the analysis as DDA did not have enough data to draw conclusions about the market for that position. This is partly due to the unique nature of the position and the difficulty in making proper comparisons.

FINANCIAL IMPACT

None to the MESB at this time.

MOTION BY:
 SECONDED BY:
 MOTION:

PASS/FAIL



Compensation Study 2026



DDA

Human Resources, Inc.
a David Drown Associates Company

Agenda

Who We Are

Project Plan/Goals

Findings and Analysis

Answer Questions

David Drown Associates

Over 25 years of
experience working
with cities and
counties in
Minnesota

With staff having
practical experience
in the public sector,
we understand local
government

We have worked with
over 450 government
clients

We base our business
on our clients'
needs. We expanded
to include HR to
assist our clients

Mark Goldberg

Over 25 years of compensation and classification experience

Over 10+ years in public sector. Former Compensation Manager

BA in Human Resources Management, Masters in Industrial and Labor Relations from Cornell



Project Goals

What this Study IS

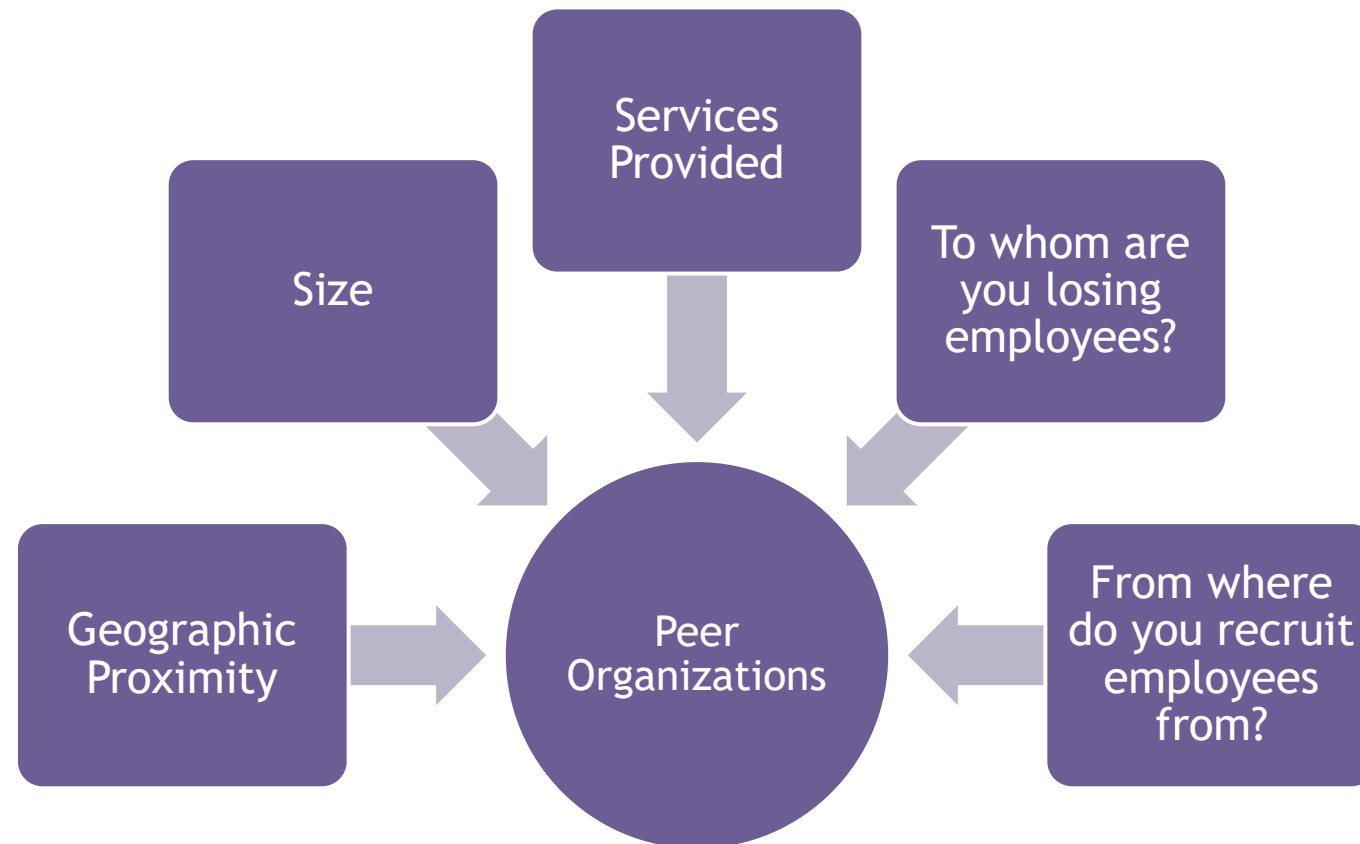
- One that ensures **pay is competitive and equitably structured.**

- **NOT** a staffing needs study.
- **NOT** an organizational structure study.
- **NOT** a strategy designed to cut costs.
- **NOT** a strategy to eliminate positions.
- **NOT** a strategy to reduce or increase pay.

What this Study is NOT

Market Analysis Factors

- ▶ DDA has partnered with MESB to select a group of 16 organizations with whom MESB competes for talent. Here are some factors that were considered when selecting this group:



Market Data

► DDA attempted to gather data from the following Organizations:

Anoka County
Dakota County
Hennepin County
Ramsey County
Washington County
King Co., WA
Clackamas Co., OR
Portland (OR) Bureau of Emergency Communications

Travis Co., TX
City of Austin, TX
Dane Co., WI
Mariposa, Co., WI
Denton Co., TX
Bexar Co., TX
Tarrant Co. (TX) 9-1-1 District
North Central Texas Council of Government

Market Analysis

- ▶ When DDA reviews the positions in other organizations, we only use the match if at least 80% of the duties are close to the position at MESB
- ▶ In reviewing the salary information, if one of the organizations pays significantly more or less than the others, we will remove that data point from the analysis (but will still show the data) so MESB can decide if they want to include the information
- ▶ The data and related analyses were reviewed by a Consultant who has been involved in the project and other staff members to ensure applicability, validity, accuracy, and consistency of the data

Market Analysis, cont.

Market Comparison

- ▶ For each position the percentage difference has been calculated between MESB's figure and the market.
- ▶ If the figure is:
 - Positive (+) : Figure indicates that MESB pays above the market
 - Negative (-) : Figure indicates that MESB pays below the market
- ▶ The following guidelines are used when determining the competitive nature of current actual compensation:
 - ▶ +/- 5% (Highly Aligned with the market)
 - ▶ +/- 10% (Aligned with the market)
 - ▶ +/- 11-15% (Possible misalignment with the market)
 - ▶ > 15% (Significant misalignment with the market)

Market Data - Base Salary

Why is +/- 10% Considered the Market?

- ▶ While there is nothing definitive around the 10% value, using that as a baseline will allow the organization to encompass employees who are all fully skilled at their job but may be paid at different rates for various reasons.
- ▶ Differences could be due to some of the following factors:
 - ▶ Past Performance
 - ▶ Time in the job
 - ▶ Differences in skills
 - ▶ Amount of responsibility
 - ▶ Previous experience
 - ▶ Higher certification level

Findings and Analysis - Market Comparison

- ▶ Market Comparison

- ▶ When DDA compares the market data collected, we find that MESB on the aggregate is:

	Min of Structure compared w Benchmark Min	Max of Structure compared w Benchmark Max
All Positions	7% above market	17% above market

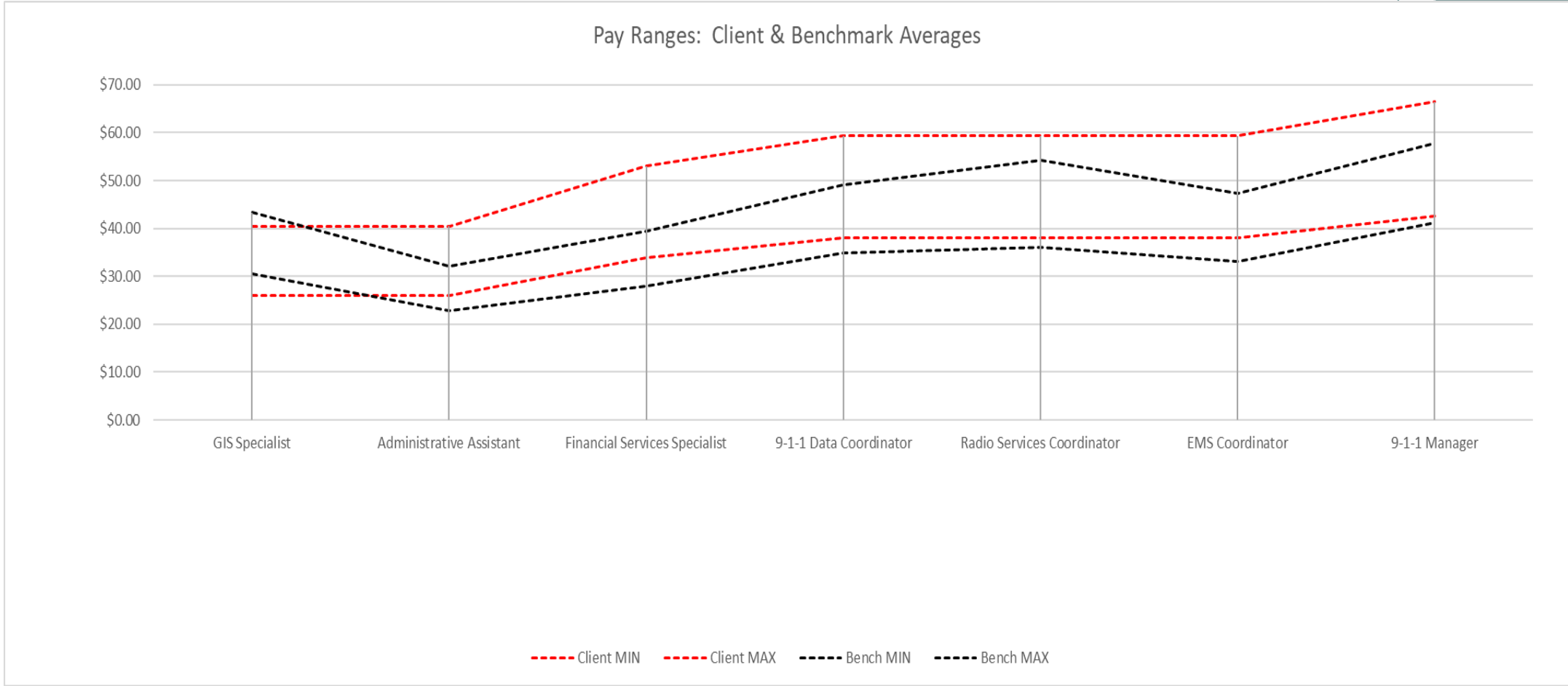
- ▶ Based on these comparisons MESB would be considered
 - ▶ “possibly misaligned with the market (above) ”

Details for the market rates for all benchmark positions are on the next slides; cells in red are over 10% below market, cells in green are over 10% above market

Findings and Analysis - Salary Range

Job Title	Client MIN	Client MAX	Bench MIN	Bench MAX	Bench ACTUAL	Client Min % of Bench Min	Client Max % of Bench Max
GIS Specialist	\$25.93	\$40.51	\$30.45	\$43.30	\$36.70	85%	94%
Administrative Assistant	\$25.93	\$40.51	\$22.83	\$32.07	\$27.80	114%	126%
Financial Services Specialist	\$33.90	\$52.97	\$27.98	\$39.46	\$37.75	121%	134%
Radio Services Coordinator	\$37.97	\$59.33	\$35.99	\$54.27	\$53.81	106%	109%
EMS Coordinator	\$37.97	\$59.33	\$33.08	\$47.25	\$46.45	115%	126%
9-1-1 Manager	\$42.53	\$66.45	\$41.13	\$57.75	\$61.39	103%	115%
						107%	117%

Findings and Analysis - Averages



Findings and Analysis - Conclusions

- ▶ When DDA conducted the market analysis in 2025 MESB was:
 - 1% above market compared with benchmark minimums
 - 6% above market compared with benchmark maximums
- ▶ MESB has greatly improved its position relative to the market

Findings and Analysis, cont.

- ▶ Decide where the organization wants to pay relative to the market
- ▶ Determine if the 1 position paid low to the market should be adjusted

Any Questions?





DDA

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a David Drown Associates Company

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- Tessia@daviddrown.com

Thank You