



METROPOLITAN EMERGENCY SERVICES BOARD RADIO TECHNICAL OPERATIONS COMMITTEE AGENDA

May 28, 2025, 1:00 p.m.

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

1. **Call to Order** – Committee Chair, Jake Thompson
2. **Approval of Agenda** – Thompson
3. **Approval of Minutes of April 23, 2025 Meeting** – Thompson
4. **Action Items**
 - A. COMU Recognitions/Renewals – Tracey Fredrick
 - i. Mark Erickson COML Initial Recognition
 - ii. Jake Thompson COML/COMT Renewal
 - B. Scott County Participation Plan Amendment – Scott Haas
 - C. Discussion: West MRCC Talkgroup Encryption – Fredrick
5. **Moves, Additions, & Changes to the System**
6. **Committee Reports**
 - A. System Managers Group/Metro Administrators – Jansen
 - B. MnDOT ARMER System Update – John Anderson/Nick Schatz/Shane Chatleain
 - C. SECB Committees
 - i. Steering – Fredrick/Jill Rohret
 - ii. LMR – Timm/Mike Mihelich
 - iii. WBBA – Rod Olson/Cory DeMuth
 - iv. IOC/COMU-STR Workgroup – Timm/Jansen/Anderson
 - v. IPAWS – Haas
 - vi. Finance/Grants Workgroup – Fredrick/Rohret
7. **Other Business**
 - A. ME TAC Permissions Update – Fredrick
8. **Adjourn**

Reminder: Next meeting scheduled for June 25, 2025.

Metropolitan Emergency Services Board

Radio Technical Operations Committee

**April 23, 2025
Draft Meeting Minutes**

Members

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

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

Guests: Kristen Aronen, *Hennepin County*; Paul Botnen, *CentraCare*; Sara Boucher-Jackson, *Airport*; Derek DiPietro, *Motorola*; Greg Ehram, *Motorola*; Ted Hutson, *Motorola*; Frank Jarman, *Motorola*; Dave Klema, *MnDOT*; and Nick Schatz, *MnDOT*.

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

1. Call to Order

The meeting was called to order at 1:00 p.m.

2. Approval of Agenda

Motion made by Scott Haas, seconded by Cory DeMuth to approve the April 23, 2025, Radio TOC meeting agenda. Motion carried.

3. Approval of Minutes of February 26, 2025, Meeting

Motion made by Ron Jansen, seconded by DeMuth to approve the February 26, 2025, Radio TOC meeting minutes. Motion carried.

4. Action Items

A. COMU Recognitions/Renewals

i. Leticia Cardenas INTD Initial Recognition

Tracey Fredrick said this is the initial INTD recognition for Leticia Cardenas. Cardenas works at the Minneapolis Emergency Communications Center and has support from the agency to be recognized. The completed task book, ICS course certificates, and INTD course certificate were supplied, and all appear to be good.

Motion made by Jansen, seconded by Haas to approve the initial INTD recognition for Leticia Cardenas. Motion carried.

ii. Leticia Cardenas COML Renewal

Fredrick said this is a renewal of COML recognition for Leticia Cardenas. She is receiving renewal points for authoring ICS 205s and serving as COML for several events in the Minneapolis area. She has agency support.

iii. Sara Boucher-Jackson COML/INTD Renewal

Fredrick said this is a renewal for both COML and INTD recognitions for Boucher-Jackson. She currently works at the Airport and has agency support to continue in both positions. She is

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receiving renewal points for leading training courses, conducting exercises, and authoring ICS 205s.

iv. Ky Wagner COMT Renewal

Fredrick said this is a renewal for COMT recognition for Ky. He currently works at the Airport and has agency support to continue as a COMT. He is receiving renewal points from attending different training courses.

Motion made by Jeff Bjorklund, seconded by Mike Mihelich to approve the Leticia Cardenas COML renewal, the Sara Boucher-Jackson COML/INTD renewals, and the Ky Wagner COMT renewal. Motion carried.

B. Dakota County 3.15.0 Waiver Request

Ron Jansen said Dakota County is seeking a waiver to a portion of Region Standard 3.15.0, Metro ARMER ME LSEC talkgroups. Dakota County will add the additional ME LSEC 02E through ME LSEC 09E talkgroups, DES encrypted, to the Law Enforcement radio programming templates and the Dakota-911 PSAP console positions.

Haas asked if the radios would be attached to deployable teams.

Jansen said there are no deployable teams as of now, however, some of the cache radios will have the AES-capable LSEC talkgroups programmed.

Motion made by Nate Timm, seconded by DeMuth to approve the Dakota County 3.15.0 waiver request. Motion carried.

C. Radio Items for Regional Needs Document

Fredrick said the 2025 Regional Needs Document must be updated and approved prior to the end of the April 2025 Radio TOC meeting. Fredrick gave an update on the current document and its contents.

The Radio TOC reviewed and discussed the document and have made the following changes:

- The original priority order of ARMER projects will remain the same.
- An additional item will be added to the end of the current projects titled 'Base Station Planning'.
- The Bi-Directional Amplifiers (BDAs) maintenance cost estimate will be set at \$4 million.
- The ongoing maintenance for existing ARMER infrastructure estimate will be increased to \$4 million annually.
- AES encryption for consoles will be removed from the current list of ARMER projects.

Motion made by Jansen, seconded by DeMuth to approve the radio items on the 2025 Regional Needs Document with the mentioned changes/additions. Motion carried.

5. Moves, Additions, & Changes to the System

Rod Olson said that Minneapolis will encrypt its mains starting May 1.

Cory DeMuth said that Anoka County is now completely cutover for the new dispatch center and everything is live.

6. Committee Reports

A. Metro Mobility Usage Update

Chad LeVasseur said that the agency continues to replace the XTL radios with APX.

B. System Managers Group/Metro Administrators

Nick Schatz gave a brief update. Motorola presented on the upcoming system upgrade. The differences training for the upgrade will be scheduled for late fall and will be sent out to the

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group to be finalized.

C. MnDOT ARMER System Update

Schatz gave a brief system update. Console updates have a scheduled target date for June and July. Lager updates will occur in November as part of the previously mentioned Motorola system upgrade. The Waters Edge location has a planned power outage on Saturday, April 26, 2025, and will have limited visibility for ROC.

D. SECB Committees

i. Steering

There is no new update as the committee did not meet.

ii. LMR

Timm gave a brief update. The committee met in April. The committee approved the University of Minnesota enhancement site that was previously approved by the Radio TOC. Numerous ARMER plan amendments were approved. SUA discussion among the group took place.

iii. WBBA

There is no new update as a quorum was not met.

iv. IOC/COMU-STR Workgroup

Timm gave a brief update. The COMU workgroup met and approved multiple renewals and recognitions. Standards documents were also discussed.

v. IPAWS

Haas gave a brief update. The annual IPAWS conference was cancelled due to budgetary issues. Standards and training were among the other topics of discussion.

vi. Finance/Grants Workgroup

Fredrick said both committees met. There has been lots of activity with the School Mapping grant RFP being released. Applications will be due mid-May. After the May 8th meeting of the Finance Committee, there will be an afternoon session for SECB Committee financial planning. This will be held at the MCIT office in St Paul; if you sit on any of those committees and have an interest in attending in-person, please reach out to ECN to let them know you will be attending.

7. Other Business

A. ME TAC Permissions Update

There was one request from the Roseau County EM for permission. Fredrick turned down the request. The Radio TOC members said that the Roseau County EM requesting access could attend a meeting and state their case for permission.

8. Adjourn

The meeting was adjourned at 2:16 p.m.

COMU Position Recognition Application

Application Type:

☒ Initial Application

☐ Renewal

☐ Change of Status

Position:

☒ COML

☐ COMT

☐ INCM

☐ INTD

☐ RADO

☐ AECS

Name
(Last, First Middle)

Erickson, Markus William

Certifying
Agency

South Metro Fire Department

County

Dakota

ECB/ESB
Region

Metro

Agency Address

1650 Humboldt Ave

24/7

Telephone

612-860-6360

Business

Telephone

651-554-4173

Email Address

merickson@smfdmn.gov

Signature



Date 5-6-2025

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

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

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

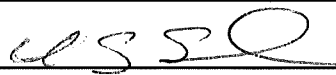
Name & Title

Sam Seal, Chief of Training

Agency

South Metro Fire Department

Signature



Date 5-6-2025

Regional Recognition

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

Name & Title

Region

Signature

Date

SECB Interoperability Committee & Statewide Interoperability Coordinator (SWIC) Recognition

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

SWIC

Signature

Date

COMU Experience Record

Name Erickson, Markus William
(Last, First Middle)

Agency South Metro Fire Department

ECB/ESB Region Metro

Position:

☒ COML
☐ INTD

☐ COMT
☐ RADO

☐ INCM
☐ AECS

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

POINTS	DATE(S)	SUMMARY (location, activity, participants, who can verify, general summary)
3	4-10-25	Rochester, MN - served as COML trainee for a Minnesota Task Force 1 collapse exercise that involved more than 45 participants. Used both ARMER and conventional resources. Supervised a team of three communications specialists and deployed a variety of equipment. Verification by Andrew LaVenture
1	4-17-25	Bunnell, FL - Worked in the role of COML during a COMT communications class exercise. Organized the deployment of three communications field teams who setup remote mobile repeaters and maintained communications with the ICP - using a central repeater and the eventual patch of mobile repeaters to the central repeater. Verification by Jason Matthews.
1	4-24-25	South St. Paul MN - Serve in the role of COML trainee for the planning of the upcoming multi-day South St. Paul Kaposia Days celebration. Wrote the the ICS 205 for the parade and fireworks events. Verification by Dan Salmey
3	3-25-2025	Rochester MN - served as COML trainee for a Minnesota Task Force 1 collapse exercise that involved more than 45 participants. Used only ARMER resources due to no communications specialists on site on this day. Briefed on the ICS 205 at operational briefing. Verification by Ben Kinne.
3	3-31-25 4-3-25 4-4-25	West St. Paul MN - Deliver refresher ARMER end-user training to 3 shift of 15 firefighters. Discussed ARMER standards, trucking basics and radio operation. Verification by Sam Seal.
3	2025	Minnesota - Currently serving on the 2025 COMMEX Northstar III planning committee, representing Minnesota Task Force 1. Verification by Melinda Miller.

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

Signature



Date: 5-6-2025



FEMA

NATIONAL QUALIFICATION SYSTEM (NQS)

POSITION TASK BOOK
FOR THE POSITION OF

COMMUNICATIONS UNIT LEADER (COML)

Version: September 2017

Check the appropriate position type:

☐ Single Type

☐ Type 1

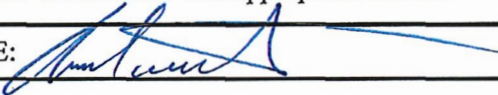
☐ Type 2

☒ Type 3

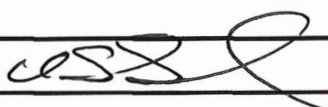
POSITION TASK BOOK ASSIGNED TO:	
TRAINEE'S NAME:	Mark Erickson
DUTY STATION:	South Metro Fire Department
PHONE NUMBER:	612-860-6360
E-MAIL:	merickson@smfdmn.gov
POSITION TASK BOOK INITIATED BY:	
OFFICIAL'S NAME:	Sam Seal <i>US 3/21/25</i>
TITLE:	Chief of Training
DUTY STATION:	South Metro Fire Department
PHONE NUMBER:	651-552-4176
E-MAIL:	sseal@smfdmn.gov
POSITION TASK BOOK WAS INITIATED:	
LOCATION:	South Metro Fire 1650 Humboldt Ave, West St. Paul MN 55118
DATE:	19 March 2025

Evaluator Verification

(Do not complete this form unless you are recommending the trainee for all-hazards certification.)

FINAL EVALUATOR VERIFICATION
I verify that <u>Mark Erickson</u>
has successfully completed all tasks as a trainee and should therefore be considered for certification in this position. I also verify that all tasks are documented with appropriate initials.
FINAL EVALUATOR'S SIGNATURE: 
DATE: <u>4 / 10 / 2025</u>
FINAL EVALUATOR'S PRINTED NAME: <u>Andrew LaVenture</u>
TITLE: <u>COML</u>
DUTY STATION: <u>City of Edina & Minnesota Task Force 1</u>
PHONE NUMBER: <u>952-826-0343</u>
E-MAIL: <u>alaventure@EdinaMN.gov</u>

Documentation of Agency Certification

DOCUMENTATION OF AGENCY CERTIFICATION
I certify that <u>Mark Erickson</u>
has successfully met all of the criteria set out in the National Incident Management System (NIMS) Job Title/Position Qualifications document for the position and will hereby receive certification of his/her qualification.
OFFICIAL'S SIGNATURE: 
DATE: <u>05/05/2025</u>
OFFICIAL'S NAME: <u>Sam Seal</u>
TITLE: <u>Chief of Training</u>
DUTY STATION: <u>South Metro Fire Department</u>
PHONE NUMBER: <u>651-552-4176</u>
E-MAIL: <u>sseal@smfdmn.gov</u>

Position Task Book Overview

The Position Task Book (PTB) documents the performance criteria a trainee must meet to be certified for a position within the National Qualification System (NQS). The performance criteria are associated with core NQS competencies, behaviors, and tasks.

A trainee may not work on multiple position type PTBs for a specific position at the same time; for example, a trainee may not simultaneously work on a Type 1 Incident Commander PTB and a Type 2 Incident Commander PTB. If a position has multiple types, the trainee must, in most cases, qualify at the lowest type before pursuing the next higher type. For example, before seeking qualification for a Type 1 position, an individual must first qualify at the Type 3 level and then at the Type 2 level.

Evaluation Process

- Evaluators observe and review a trainee's completion of PTB tasks, initialing and dating each successfully completed task in the PTB.
- Evaluators complete an Evaluation Record Form after each evaluation period by documenting the trainee's performance.
- The Authority Having Jurisdiction (AHJ) may not have enough resources to ensure that every evaluator is qualified in the position being assessed. Therefore, a trainee's supervisor may evaluate the completion of PTB tasks. For example, a Logistics Section Chief has the authority to sign off on completed PTB tasks for a Food Unit Leader trainee.
- The final evaluator is a leader who verifies that a trainee has completed the PTB and met all requirements for the position. A final evaluator is generally qualified in the same position for which the trainee is applying. When possible, the evaluator and the final evaluator should not be the same person, but in situations with limited resources, the evaluator can also serve as the final evaluator.
- Once the final evaluator has completed the Final Evaluator Verification, he/she forwards it to the Quality Review Board (QRB) along with supporting evidence that the trainee has completed all position requirements.
- After the QRB review, the AHJ completes the Documentation of Agency Certification form as appropriate.

Transferring Qualifications

- Personnel who have documentation of previous education, training, or significant on-the-job incident experience may receive credit toward qualification for a given position. Each AHJ establishes the requirements for transferring qualifications from another AHJ.
- If an AHJ chooses not to accept a trainee's existing certification of qualification, the trainee may be reevaluated in the specific position and issued a new PTB.
- An individual may hold multiple certifications of qualification (that is, the Final Evaluator Verification form and the Documentation of Agency Certification form) along with the completed PTB.

Position Task Book Competencies, Behaviors, and Tasks

The PTB sets minimum criteria for certification for a position. The AHJ has the authority to add content to the baseline PTB competencies, behaviors, and tasks as necessary.

The PTB covers all type levels for a given position, but a trainee may check only one “Type” box and work on only one type at a time. (The National Incident Management System (NIMS) Job Title/Position Qualifications document describes all types.)

Command and General Staff job titles/positions qualifications are typed based on incident complexity, while all other NIMS positions are typed based on the minimum qualifications.

Definitions

Competency: An observable, measurable pattern of knowledge, skills, abilities, and other characteristics an individual needs to perform an activity and its associated tasks. A competency specifies the skillset a person needs to possess to complete the tasks successfully.

Behavior: An observable work activity or a group of similar tasks necessary to perform the activity.

Task: A specific, demonstrable action necessary for successful performance in a position. Trainees must demonstrate completion of required tasks.

- Occasionally, PTB tasks are unique to one of the types; for example, certain tasks apply only to a Type 3 Incident Commander, not to a Type 2 or Type 1 Incident Commander. In those cases, the PTB indicates the corresponding type at the beginning of the task.
- All tasks require evaluation; however, bullet statements within a task are examples.

PTB Task Codes

Each task in the PTB model has at least one corresponding code conveying the circumstances in which the trainee can perform the task for evaluation. Evaluators may assess trainees during incidents, in classroom simulations and training sessions, in functional and full-scale exercises, and in other work situations. If a task has multiple codes, the evaluator may evaluate in ANY of those circumstances; the trainee does not need evaluation in all of the listed circumstances.

Code C: Task performed in training or classroom setting, including seminars and workshops.

Code E: Task performed during a full-scale exercise with equipment deployed under the Incident Command System (ICS).

Code F: Task performed during a functional exercise managed under the ICS.

Code I: Task performed during an incident or event managed under the ICS. Examples include oil spill, search and rescue operation, hazardous materials (hazmat) response, fire, and emergency or non-emergency (planned or unplanned) events.

Code J: Task performed as part of day-to-day job duties.

Code T: Task performed during a tabletop exercise.

Code R: Task performed very rarely and required only if applicable to the event.

How to Complete the Evaluation Record Form

Each Evaluation Record Form (see next page) covers one evaluation period. Evaluation periods may involve incidents, classroom simulations, or daily duties, depending on what the PTB recommends. The AHJ determines the number of evaluations required for position qualification and certification. If evaluators need additional evaluation periods, they can copy pages from a blank PTB and attach them to the PTB in question.

Complete these items AT THE START of the evaluation period:

Evaluation Record Number: Label each evaluation record with a number to identify the incident(s), exercise(s), or event(s) during which the trainee completed the PTB tasks. The evaluator should also write this number in the PTB column labeled "Evaluation Record #" for each task performed satisfactorily. This number enables reviewers of the completed PTB to ascertain the evaluators' qualifications before signing off on the PTB.

Evaluator's name; Incident/office title and agency: List the name of the evaluator, his/her incident position or office title, and the evaluator's home agency.

Evaluator's home unit address and phone: List evaluator's home unit address and phone number.

Name and location of incident or simulation/exercise: Identify the name (if applicable) and location where the trainee performed the tasks.

Incident kind: Enter the kind of incident (such as hazmat, law enforcement, wildland fire, structural fire, search and rescue, flood, or tornado).

Complete these items AT THE END of the evaluation period:

Number and kind of resources: Enter the number of resources assigned to the incident, and their kind (such as team, personnel, and equipment) pertinent to the trainee's PTB.

Evaluation period: Enter inclusive dates of trainee evaluation. This time span may cover several small, similar incidents.

Position type: Enter position type (such as Type 3, Type 2, Type 1, or Single Type).

Recommendation: Check the appropriate line and make comments below regarding the trainee's future development needs.

Additional recommendations/comments: Provide additional recommendations and comments about trainee, as necessary.

Date: List the current date.

Evaluator's initials: Initial here to authenticate your recommendations and to allow for comparison with initials in the PTB.

Evaluator's relevant qualification: List your certification relevant to the trainee position you supervised.

Communications Unit Leader (COML)

1. Competency: Assume position responsibilities

Description: Successfully assume the role of COML and initiate position activities at the appropriate time according to the following behaviors.

1a. Behavior: Ensure readiness for assignment

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
<p>1. Obtain, assemble, and prepare information and materials for go-kit prior to receiving an assignment. The kit should contain critical items for the assignment and be easily transportable:</p> <ul style="list-style-type: none"> • Reference materials: <ul style="list-style-type: none"> ○ In electronic, digital, or hard-copy format ○ Functional guidelines relative to incident type (agency guidance or other functional guidelines) ○ Authority Having Jurisdiction (AHJ) operations guides, Emergency Response Field Operations Guide (ER-FOG), or other operational guides ○ Position manuals ○ Current Tactical Interoperable Communications Plan (TICP) and Statewide Communications Interoperability Plan (SCIP), if available ○ Inventories or other lists of local and regional communications response equipment ○ Preplanned local system coverage maps ○ Contact, capability, and availability information for local and regional Communications Technicians (COMT) and Communications Specialists • National Interoperability Field Operations Guide (NIFOG) forms: <ul style="list-style-type: none"> ○ Agency-specific forms appropriate to the function ○ Incident Radio Communications Plan (blank or pre-filled) • Supplies: <ul style="list-style-type: none"> ○ Office supplies appropriate to the function ○ AHJ identification badge and qualification card ○ Radio programming equipment (cloning cable or computer), adapters, and suitable tools ○ GPS ○ First aid kit • Personal Protective Equipment (PPE) and security measures 	C, <u>E</u> , F, I, J, T	#1	AL 4/10/25

1b. Behavior: Gather, update, and apply situational information relevant to the assignment

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
2. Review or develop a draft Incident Radio Communications Plan. Examples of important information include: <ul style="list-style-type: none"> • Frequencies and talk groups already assigned • Other mutual aid channels or equipment already in use • Gateway or other interoperability devices already in use • Other current incidents or events that may overwhelm resources or create conflicts with existing communications plans 	E F, I	#1	AL 4/10/25

1c. Behavior: Establish effective relationships with relevant personnel

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
3. Contact local Communications Coordinator or Communications Duty Officer at the National Interagency Fire Center (NIFC) if necessary to determine frequencies and equipment available for the incident. Note: NIFC involvement is incident dependent.	E F, I	#1	AL 4/10/25

2. Competency: Lead assigned personnel

Description: Influence, lead, and direct assigned personnel to accomplish objectives and desired outcomes in a potentially rapidly changing environment.

2a. Behavior: Identify opportunities and meet requirements to provide equal access and reasonable accommodation in all activities

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
4. Demonstrate the ability to identify opportunities for universal accessibility for persons with disabilities.	Ⓔ F, I, J	#1	AL 4/10/25
5. Demonstrate the ability to assess and monitor for physical access, programmatic access, and effective communications access for persons with disabilities.	Ⓔ F, I, J	#1	AL 4/10/25
6. Refer equal access, disability accommodations requirements, and access and functional needs (AFN) accommodations to appropriate personnel for resolution.	Ⓔ F, I, J	#1	AL 4/10/25

2b. Behavior: Coordinate interdependent activities

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
7. Coordinate with other appropriate personnel: <ul style="list-style-type: none"> • Receive and transmit current and accurate information • Communicate changes to the Incident Action Plan (IAP) or relevant plans • Inform appropriate team members of significant changes in operations • Ensure supervisor is aware of all changes in status of resources assigned to the operation and keep status current • Provide supervisor with operational status for incident status summary and situation reports • Coordinate with operations regarding system coverage and needs • Coordinate with first responders and public safety to support organizations as necessary (such as Medical Unit for medical evacuation plan) • Coordinate with special units such as Air Operations, Explosive Ordnance Disposal (EOD), and SWAT for special frequency needs 	Ⓔ F, I	#1	AL 4/10/25

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
<p>8. Coordinate frequencies, activities, and resources with communications resource coordinators outside of the incident:</p> <ul style="list-style-type: none"> • Contact Communications Coordinators and notify them of incident frequency, talk group, mutual aid channel, dispatch center, or other shared resource assignments, as appropriate • Identify communications equipment and personnel that exceed incident needs and demobilize if appropriate • Identify resources by type/qualifications, quantity, and location • Provide a copy of the of the Incident Radio Communications Plan to other agencies or to the COML at any nearby incidents, as necessary, to avoid interference or other conflicts 	E, F, I	#1	AL 4/10/25
<p>9. Notify appropriate local, county, regional, state, and Federal agencies for adjacent incident(s) of system design and frequency allocations.</p>	E, F, I	#1	AL 4/10/25

3. Competency: Communicate effectively

Description: Use suitable communication techniques to share relevant information with appropriate personnel on a timely basis to accomplish objectives in a potentially rapidly changing environment.

3a. Behavior: Ensure documentation is complete and disposition is appropriate

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
10. Ensure incident documentation and administrative requirements are complete, according to the supervisor's direction: <ul style="list-style-type: none"> • Submit incident narrative to supervisor • Complete and submit activity log to Documentation Unit or appropriate personnel for each operational period • Ensure all personnel and equipment time records are complete and submitted at the end of each operational period 	E, F, I	#1	AL 4/10/25
11. Initiate and maintain accurate records of all communications equipment: <ul style="list-style-type: none"> • Initiate and maintain accountability system for issuing handheld radio resources • Document geographic locations of equipment and transfer this information to local maps (latitude/longitude, legal) • Keep records for local and national resources to ensure return to proper locations 	E, F, I	#1	AL 4/10/25

3b. Behavior: Develop and implement plans

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
12. Design communications systems to meet incident operational needs: <ul style="list-style-type: none"> • Determine additional resource needs and order necessary equipment and personnel • Prepare Incident Radio Communications Plan • Request any additional communications vendor services (such as telephone, satellite communications, and microwave technology) and identify costs associated with equipment • Coordinate, through the chain of command, the installation locations for equipment (such as repeaters, satellite telephones, and telephone lines) • Provide communications support for external and internal data operations • Order frequencies following the proper procedures • Create diagrams of current communications systems • Determine optimal locations for any future expansion of communications equipment, using topographical maps to evaluate elevation and separation needs 	E, F, I	#1	AL 4/10/25

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
13. Design telephone/data networks to meet incident needs: <ul style="list-style-type: none"> Determine locations for telephone/data networks to be installed 	E, F, I	#1	AL 4/10/25
14. Request additional telephone communications services: <ul style="list-style-type: none"> Identify cost and options associated with equipment/services Determine whether service can be provided in a timely manner 	E, F, I	#1	AL 4/10/25
15. Request additional cellular communications services, including portable cellular towers such as cellular on wheels (COW) and cellular on light truck (COLT): <ul style="list-style-type: none"> Identify options associated with equipment/services Determine whether services can be provided in a timely manner 	E, F, I	#1	AL 4/10/25
16. Request additional data/internet communications services: <ul style="list-style-type: none"> Identify options associated with equipment/services Determine whether services can be provided in a timely manner 	E, F, I	#1	AL 4/10/25
17. Provide basic training as needed for equipment being deployed	E, F, I	#1	AL 4/10/25

4. Competency: Ensure completion of assigned actions to meet identified objectives

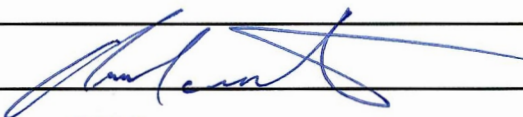
Description: Identify, analyze, and apply relevant situational information and evaluate actions to complete assignments safely and meet identified objectives. Complete actions within established time frame.

4a. Behavior: Execute assigned tasks, assess progress, and make necessary adjustments

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
18. Determine communications equipment requirements and place the initial order. Based on information obtained from IAP, section briefings, and agency briefings, immediately order (using proper procedures) supplies, materials, and equipment necessary to support projected incident size.	E, F, I	#1	AL 4/10/25
19. Install communications equipment: <ul style="list-style-type: none"> • Obtain equipment from Supply Unit, if one exists, or from authorized sources • Arrange the installation of communications equipment and test all components to ensure systems are operational. For example: <ul style="list-style-type: none"> ○ Command repeater ○ Logistics repeater ○ Links (radio and wire-based) ○ Remotes ○ Gateways ○ Aircraft and other special needs • Develop installation priorities (for example, operations before logistics) while adhering to safety standards for communications needs of tactical personnel • Clone or program radios, as necessary and authorized 	E, F, I	#1	AL 4/10/25

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
20. Assign communications equipment: <ul style="list-style-type: none"> Identify kind and number of communications equipment to be distributed to specific units according to the communications plan Provide resources and unit leaders with appropriate equipment based on the communications plan Provide basic training as needed on equipment being fielded Maintain equipment inventory to provide accountability 	E, F, I	#1	AL 4/10/25
21. Establish Incident Communications Center (ICC): <ul style="list-style-type: none"> Coordinate location of ICC with Facilities Unit Leader Locate ICC close to the Incident Command Post and away from high-traffic areas and noise Locate ICC away from radio frequency and electronic noise Verify estimated time of arrival (ETA) of communications personnel, establish assignments based on incident requirements, and plan schedules around operations requirements Obtain necessary supplies for ICC to function properly 	E, F, I, R	#1	AL 4/10/25
22. Manage operations of the ICC: <ul style="list-style-type: none"> Document radio/telephone activities on appropriate forms Set up filing system for ICC documentation Direct radio/telephone traffic to proper destinations Establish notification procedures for emergency messages Identify system problems, both technical and operational, and determine appropriate solutions Follow established routing procedures for messages 	E, F, I, R	#1	AL 4/10/25
23. Perform operational tests of communications systems throughout the duration of the incident: <ul style="list-style-type: none"> Identify and take necessary action to accomplish minor field repair or place orders for replacement of equipment Monitor all gateways in use Plan for battery replacement Act decisively to minimize interruptions in system operation 	E, F, I	#1	AL 4/10/25

Evaluation Record Form

TRAINEE NAME: Mark Erickson
TRAINEE POSITION: COML
Evaluation Record Number: #1
Evaluator's name: Andrew LaVenture
Incident/office title and agency: COML, City of Edina & Minnesota Task Force 1
Evaluator's home unit address and phone: 6250 Tracy Ave, Edina, MN 55436. 952-826-0343
Name and location of incident or simulation/exercise: MN-TF1 UQT3 Full Scale Exercise- Rochester, MN
Incident kind: Apartment Building Structural Collapse
Number and kind of resources: 45 Minnesota USAR Task Force Personnel
Evaluation period: Thursday 4 / 10 / 2025
Position type: TYPE 3
Recommendation: The above named trainee performed the initialed and dated tasks under my supervision. I recommend the following for this trainee's further development: <input checked="checked" type="checkbox"/> The trainee has successfully performed all required tasks for the position. The AHJ should consider the individual for certification. <input type="checkbox"/> The trainee could not complete certain tasks or needs additional guidance. See comments below. <input type="checkbox"/> Not all tasks were evaluated on this assignment. An additional assignment is needed to complete the evaluation. <input type="checkbox"/> The trainee is severely deficient in the performance of tasks and needs further training prior to additional assignment(s) as a trainee for this position.
Additional recommendations/comments:
Date: 4 / 10 / 2025
Evaluator's initials: AL 
Evaluator's relevant qualification: COML



FEMA



**NATIONAL DISASTER &
EMERGENCY MANAGEMENT
UNIVERSITY**

**This is to certify that
Mark Erickson
successfully completed**

**NIMS ICS All-Hazards Communications Unit Leader
Minneapolis, Minnesota**

2.5 IACET CEU

January 13 - 16, 2025



Jeffrey D. Stern, Ph.D.
Superintendent
National Disaster & Emergency
Management University



FEMA



**NATIONAL DISASTER &
EMERGENCY MANAGEMENT
UNIVERSITY**

This Certificate of Achievement is to acknowledge that

MARKUS W ERICKSON

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

IS-100.c: Introduction to Incident Command

System, ICS-100



0.20 IACET CEU

Issued this 3rd Day of February, 2025

Jeffrey D. Stern, Ph.D.
Superintendent
National Disaster & Emergency
Management University



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through continued professional development and
completion of the Independent Study course:

IS-200.c: Basic Incident Command System

for Initial Response, ICS-200

Jeffrey D. Stern, Ph.D.
Superintendent
National Disaster & Emergency
Management University



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**IS-700.b: An Introduction to the
National Incident Management System**

Jeffrey D. Stern, Ph.D.
Superintendent
National Disaster & Emergency
Management University



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through continued professional development and
completion of the Independent Study course:

**IS-800.d: National Response Framework, An
Introduction**

Jeffrey D. Stern, Ph.D.
Superintendent
National Disaster & Emergency
Management University



0.30 IACET CEU

Issued this 3rd Day of February, 2025



Homeland
Security

National Fire Academy

Markus William Erickson

is awarded this certificate in recognition of completion
of the NFA State/Local Partner-Sponsored Training

**ICS 300, INTERMEDIATE ICS FOR EXPANDING INCIDENTS
FOR OPERATIONAL FIRST RESPONDERS**

Delivered in

a handoff delivery

this 20th day of June, 2007

Chris E. D.

Superintendent
National Fire Academy

Charlie Dickinson, Acting

Administrator
U.S. Fire Administration



FEMA

National Fire Academy

Markus William Erickson


is awarded this certificate in recognition of completion
of the NFA State/Local Partner-Sponsored Training

**ICS-400 ADVANCED ICS FOR COMMAND AND GENERAL STAFF
COMPLEX INCIDENTS AND MACS FOR OPERATIONAL FIRST RESPONDERS**

a handoff delivery
this 9th day of May, 2008

Chris P. O'Connell, E. D.


Superintendent
National Fire Academy

ICS 205 COMMUNICATIONS PLAN			INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME		
			Apartment Bldg. Collapse Exercise		4/08/2025 1328		04/10/2025 1000-1800		
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AIR)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, EMS, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D or M)</small>	Remarks
1	COMMAND	MNTF1-1	US&R Command	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	MN-TF1 TFL & Plans
11	COMMAND	612-699-8311	US&R Command						MN-TF1 Command Tent Phone
2	COMMAND	SE4	Local EM	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Olmstead County EOC
8	TACTICAL	MNTF1-2	US&R	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Gateway - patched to 8TAC91D
3	TACTICAL	8TAC91D	US&R Search	851.5125	156.7	851.5125	156.7	A	Gateway - patched to MNTF1-2
4	TACTICAL	8TAC92R	US&R Rescue/Med	852.0125	156.7	807.0125	156.7	A	Tactical Repeater
5	TACTICAL	8TAC93D	US&R HERS	852.5125	156.7	852.5125	156.7	A	Crane Operations
6	SUPPORT	8SOA1	US&R Logistics	853.9250	\$293	853.9250	\$293	D	
7	SUPPORT	8SOA2	US&R Comms	853.9375	\$293	853.9375	\$293	D	
9	SUPPORT	MNTF1-5	Facilitators	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	
10									
12									
13									
14									
15									
SPECIAL INSTRUCTIONS									
All US&R resources to use MNTF1-1 until tactical communications resources are placed into operation by comms personnel.									
SE4 has been reserved from 0800 to 1800.									
			Mark Erickson - COML(T) Minnesota Task Force 1 Phone - (612) 860-6360 EMAIL - merickson@smfdmn.gov			INCIDENT/EVENT LOCATION Rochester, MN			

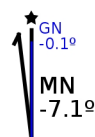
The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital or "M" indicating mixed mode. All channels are shown as if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


[illegible]



ICS 205 COMMUNICATIONS PLAN			INCIDENT/EVENT NAME			DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME	
			FLAGLER FIRES COMMS EXERCISE			4/17/25 1040		4/17/25 0930-1630	
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AIR)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, EMS, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D or M)</small>	Remarks
1	COMMAND	8TAC93D	Fire Command	852.5125 W	156.7	807.5125 W	156.7	A	
11	TACTICAL	VFIRE24	DIV A	154.2725 N	156.7	154.2725 N	156.7	A	
2	TACTICAL	VFIRE25	DIV B	154.2875 N	156.7	154.2875 N	156.7	A	
8	TACTICAL	VFIRE26	DIV C	154.3025 N	156.7	154.3025 N	156.7	A	
3	TACTICAL	VMED29	DIV D	155.3400 N	156.7	155.3400 N	156.7	A	
4	TACTICAL	UTAC 41	DIV A	453.4625 N	156.7	458.4625 N	156.7	A	
5	TACTICAL	7TAC74	DIV B	774.60625 N	\$F7E	804.60625 N	\$293	D	GATEWAY Patched to 8TAC93D
6	TACTICAL	7TAC76	DIV C	774.25625 N	\$F7E	804.25625 N	\$293	D	GATEWAY Patched to 8TAC93D
7	TACTICAL	7TAV77	DIV D	774.85625 N	\$F7E	804.85625 N	\$293	D	GATEWAY Patched to 8TAC93D
9									
10									
12									
13									
14									
15									
SPECIAL INSTRUCTIONS									
			Mark Erickson - COML(T) Minnesota Task Force 1 Phone - (612) 860-6360 EMAIL - merickson@smfdmn.gov			INCIDENT/EVENT LOCATION Bunnell County, Florida			

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



ICS 205 COMMUNICATIONS PLAN			INCIDENT/EVENT NAME		DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME		
			Kaposia Days Parade		4/24/2025 1030		6/27/2025 1400 - 2200		
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AIR)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, EMS, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D or M)</small>	Remarks
1	COMMAND	DK TAC 18E	ALL	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Parade Operations
2	COMMAND	METAC (TBD)	ALL	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Request if needed
8	COMMAND	612-965-3649	ALL						Command Post Phone
3	TACTICAL	DK TAC 17E	Drone	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Drone teams
4	TACTICAL	DK SM OPS2	Fire	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Fire/EMS Operations
5	TACTICAL	DK SS 1E	Law	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	SSP Patrol
6	SUPPORT	DK LMAIN 3E	Law	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Law Dispatch
7	SUPPORT	DK FMAIN E	Fire	ARMER 800MHz	N/A	ARMER 800MHz	N/A	D	Fire Dispatch
9	SUPPORT	651-322-2323	All						Dakota911 Phone
10									
11									
12									
13									
14									
15									
16									
SPECIAL INSTRUCTIONS									
Any incident within an incident which brings in non-Dakota agencies will require an METAC. This should be request through Dakota911 and patched to DK TAC 18E. An encryption talkgroup is preferred.									
			Mark Erickson - COML (T) Agency: South Metro Fire Phone: (612) 860-6360 Email: merickson@smfdmn.gov			INCIDENT/EVENT LOCATION Kaposia Days Parade South St. Paul MN			

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COMU Position Recognition Application

Application Type:

☐ Initial Application

☐ Renewal

☐ Change of Status

Position:

☒ COML

☒ COMT

☐ INCM

☐ INTD

☐ RADO

☐ AECS

Name
(Last, First Middle) Thompson, Jacob G

Certifying
Agency Hennepin County Sheriff's Office

County Hennepin County ECB/ESB
Region Metro

Agency Address 1245 Shenandoah LN N, Plymouth MN, 55447

24/7
Telephone 612.427.4479

Business
Telephone 612.596.1922

Email Address Jake.Thompson@Hennepin.us

Signature



Date 04/04/2025

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

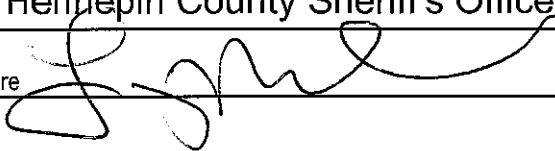
The above named individual seeking state recognition for the above identified COMU position(s) is recognized by the above named agency in that COMU position. The person serves the agency as a paid employee or as a volunteer but, in either case, is recognized as an employee for the purposes of Workers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

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

Name & Title Tony Martin, Director of Emergency Communications

Agency Hennepin County Sheriff's Office

Signature



Date 04/04/2025

Regional Recognition

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

Name & Title

Region

Signature

Date

SECB Interoperability Committee & Statewide Interoperability Coordinator (SWIC) Recognition

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

SWIC

Signature

Date

COMU Experience Record

Name Thompson, Jacob G
(Last, First Middle)

Agency Hennepin County Sheriff's Office

ECB/ESB Metro
Region

Position:

☒ COML
☐ INTD

☒ COMT
☐ RADO

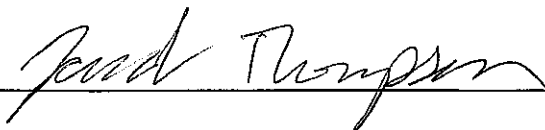
☐ INCM
☐ AECS

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





POINTS	DATE(S)	SUMMARY (location, activity, participants, who can verify, general summary)
3	02/28/2004	COML for Burnsville Officer / Firefighter Funeral at Grace Church in Eden Prairie.
1	02/28/2024	ICS205 for Burnsville Officer / Firefighter Funeral
1	07/30/2023	ICS205 for 2023 Toughman Triathlon in Chisago City

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

Signature



Date: 04/04/2025

MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME  Funeral for Burnsville PD/FD 			DATE/TIME PREPARED Sunday, Feb 25, 2024		OPERATIONAL PERIOD DATE/TIME Wednesday, February 28, 2024 0600 - (1100 Service) - 1700	
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AIR)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, EMS, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D or M)</small>	Remarks
1	Command	STAC14E	COMMAND	ARMER	N/A	ARMER	N/A	D	Incident Command
2	INFORMATION	STAC10	STATEWIDE INFO	ARMER	N/A	ARMER	N/A	D	Incoming Staging Announcemnts
3	TACTICAL	STAC12	STAGING - GRACE CHURCH	ARMER	N/A	ARMER	N/A	D	STAGING / PARKING
4	TACTICAL	RPOOL9	STAGING - PRINCE OF PEACE	ARMER	N/A	ARMER	N/A	D	STAGING / PARKING
5	TACTICAL	7SOA9E	SECURITY - GRACE CHURCH	774.95625	293	774.95625	293	D	Interior at Grace Church Patched to LTAC9E
6	TACTICAL	LTAC9E	SECURITY - GRACE CHURCH	ARMER	N/A	ARMER	N/A	D	Exterior at Grace Church Patched 7SOA9E
7	TACTICAL	LTAC10E	SECURITY - PRINCE OF PEACE	ARMER	N/A	ARMER	N/A	D	Off site church security / After-Service Procession Security
8	TACTICAL	8SOA4	SERVICE	853.9625	293	853.9625	293	D	VIP - MOVEMENT
9	TACTICAL	STAC8	ESCORT & PROCESSION	ARMER	N/A	ARMER	N/A	D	State Partrol (lead)
10	TACTICAL	8SOA1	SAFETY - EMS	853.9250	293	853.9250	293	D	Interior Grace EMS PATCHED TO METAC8
11	TACTICAL	METAC8	SAFETY - EMS	ARMER	N/A	ARMER	N/A	D	Exterior Grace EMS PATCHED TO 8SOA1
12	TACTICAL	METAC6	SAFETY - 911 EMS	ARMER	N/A	ARMER	N/A	D	911 EMS (HCMC Lead)
13	LOGISTICS	8SOA2	SAFETY - SUPPLIES	853.9375	293	853.9375	293	D	SUPPLIES NEEDS
14	TACTICAL	METAC7	FORMATION	ARMER	N/A	ARMER	N/A	D	STAGING FORMATION
15	AIR	STAC7	Flight / Air	ARMER	N/A	ARMER	N/A	D	POC - LANCE ROSS
16	TACTICAL	METAC5	Traffic Control	ARMER	N/A	ARMER	N/A	D	Eden Prairie Traffic Control
17	TACTICAL	STAC6	FD APPARATUS STAGING	ARMER	N/A	ARMER	N/A	D	Eden Prairie Large Apparatus Staging from outside Depts
18	SUPPORT		ON-SITE DISPATCH						DISPATCH
19	SUPPORT		CITY DISPATCH						EDEN PRAIRIE DISPATCH
SPECIAL INSTRUCTIONS									
NOTE: SOA channels do not have a PTT beep. When transmitting on them, press and hold and talk.									
COML: Jake Thompson COML AGENCY: Hennepin County Sheriff's Office PHONE: EMAIL:			 Ron Jansen COML Dakota County 		INCIDENT/EVENT LOCATION Grace Church: 9301 Eden Prairie Rd, Eden Prairie, MN 55347				

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MINNESOTA METRO REGION ICS205 INCIDENT, EVENT OR EXERCISE COMMUNICATIONS PLAN			INCIDENT/EVENT NAME			DATE/TIME PREPARED		OPERATIONAL PERIOD DATE/TIME	
			2023 Toughman Triathlon			Tuesday, July 18, 2023		Sunday, July 30, 2023	
Line	Function (NET) <small>(COMMAND, TACTICAL, SUPPORT, AIR)</small>	Talkgroup/Channel/Phone	Assignment <small>(LAW, FIRE, EMS, OTHER)</small>	RX Freq (N or W)	RX Tone/NAC	TX Freq (N or W)	TX Tone/NAC	Mode <small>(A, D or M)</small>	Remarks
1	Event Operations	CH-Event 1	Daily Ops/ Main Event Communication	800 MHz ARMER		800 MHz ARMER		D	Daily Event Communication for All Disciplines Near Event sites including Bike/Run routes ,--- IC's to Monitor LAW 1
2	Water / Swim	CH-Event 2	Swimming/Water Event	800 MHz ARMER		800 MHz ARMER		D	Communication for all units involved in water activities
3	Emergency	CH-Law 1E CH-FIRE 1	Emergency	800 MHz ARMER		800 MHz ARMER		D	IC Contact with dispatch for emergency requests. – Allows Patrol units in area to be aware of emergencies
4									
6									
7									
8									
9									
10									
11									
12									
13									
14	Dispatch								
15									
SPECIAL INSTRUCTIONS									
Prepared by: W. Schlumbohm Chief of Police Lakes Area PD					Reviewed and Approved by: Jake Thompson Hennepin County - COML				
					INCIDENT/EVENT LOCATION Incident Location: Paradise Park Chisago City Lat/Long 45.373361,-92.882793 County/State: CHISAGO/MN				



7900 International Drive, STE 300 PMB3367

Bloomington, MN 55425-2562

E-Mail: jeff.nelson@psc Alliance.com

Voice 612.216.1502

Technical Plan Amendment

for ARMER

Radio System Participation

by

Scott County MN

Submitted to:
Metropolitan Emergency Services Board

May, 2025



Allied Radio Matrix for Emergency Response



This document has been prepared under contract by PSC Alliance Inc. for the benefit of Scott County. Questions concerning content of the plan may be directed to the address shown above.

TABLE OF CONTENTS

<u>Description</u>	<u>Page Number</u>
SUMMARY & OVERVIEW	3
RACK DRAWING.....	4
COVERAGE PREDICTION MAP	5
OTHER PLAN ELEMENTS.....	6

SUMMARY & REQUESTED SCOTT COUNTY PLAN AMENDMENT

In 2006 Scott County (the "County") submitted its plan for full participation on the ARMER network to the Metropolitan Emergency Services Board (MESB). Prior to that the County had requested and received permission for ARMER compatible radio consoles in its 9-1-1 Public Safety Answering Point (PSAP). At the time of 2006 plan submission there were two (2) ARMER sites established in Scott County. The approved full participation plan added five (5) additional sites to enhance coverage and capacity. Add-on fixed radio sites were located and built in:

- New Market
- Prior Lake
- Savage
- Jordan
- New Prague

The City of Shakopee has seen considerable commercial and industrial development since 2006 in the area bounded approximately by Hwy 101 on the North, Highway 169 on the South, Centerbury Drive on the West and the Hwy 169 River Bridge on the East. This development prompted the County to explore the need to add a coverage/capacity ARMER enhancement site in Shakopee.

Multiple locations were evaluated for an ARMER enhancement site in the area that would boost RF coverage in the area. Ultimately the County was able to negotiate a suitable co-location lease to establish a new ARMER site at the location of a water tank owned by the Shakopee Public Utilities. The address of the site is 801 Canterbury Road, Shakopee.

The County has contracted with Motorola Solutions to provide a 16 channel simulcast RF sub-site at this location using the "D" series base radio equipment. The new sub-site will be connected to the Norwood/Young America prime site (Zone 1, Site 1) via redundant fiber optic connections. The County already has private fiber optic facilities near the tank site and an established fiber optic presence at Site1, Subsite 4. The same ARMER RF channel set already deployed in the NYA subnet will be deployed at the proposed new Canterbury tank site. Scott County will apply for FCC licensing for the sub-site addition following MESB and Statewide Radio Board review of this plan.

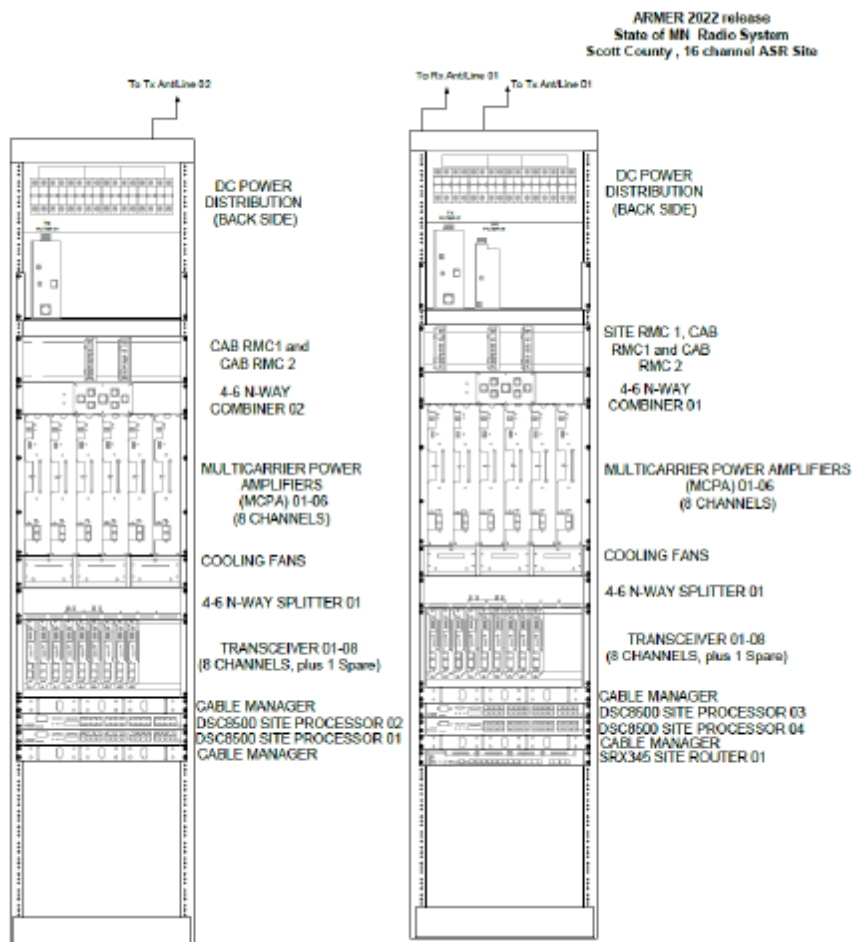
Scott County, MN Technical Plan Amendment

Pending appropriate approvals and FCC licensing, the "Canterbury" site is expected to be operational sometime in the 4th quarter of 2025. Approval of this simulcast subsite addition will result in six (6) ARMER local enhancement sites added to the network from the original Belle Plaine and Shakopee (Jackson Township) sites constructed by MnDOT in the early phases of the ARMER project.

Scott County is responsible for funding the project including via ARPA grant monies.

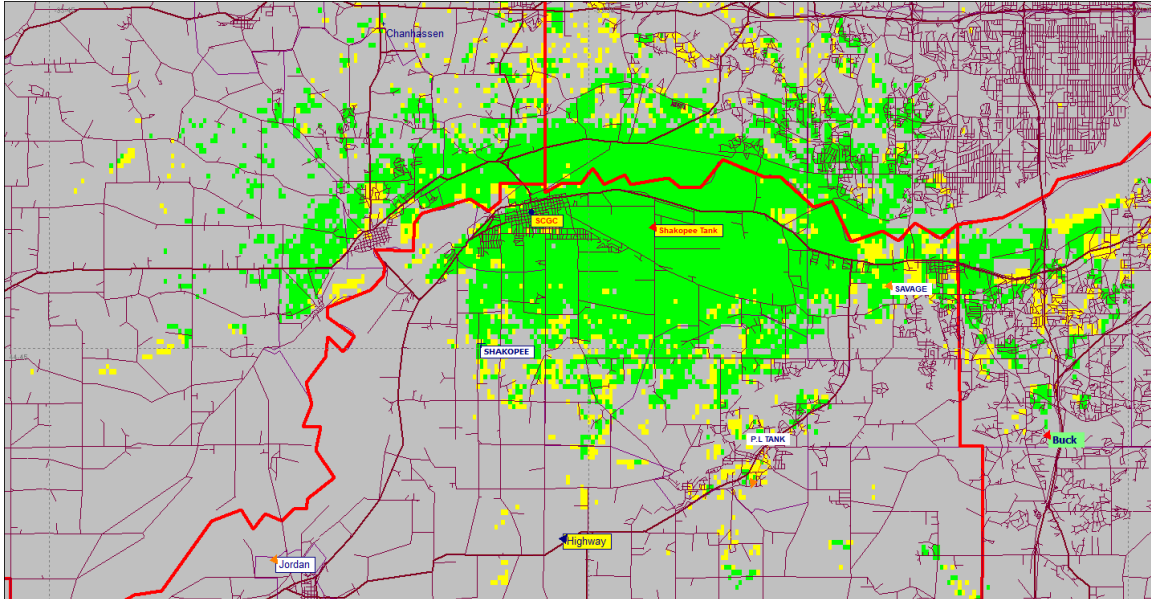
PROPOSED EQUIPMENT - MOTOROLA RACK DRAWING

A rack drawing for the simulcast subsite is shown below:



PREDICTIVE COVERAGE ENHANCEMENT MAP

A map showing a predicted coverage forecast from the proposed Canterbury site is shown below. A total of five (5) other sites were evaluated before selecting the Canterbury tank site.



OTHER PLAN ELEMENTS

No other aspects of Scott County's previously approved participation plan elements are proposed for change via this requested plan amendment.