

**Dakota Communications Center
Executive Committee
Meeting Minutes: 04.04.07**

Members Present: Craig Ebeling - Burnsville; Tom Hedges - Eagan; Peter Herlofsky Jr. - Farmington; Dave Osberg - Hastings;

Members Absent: Tom Lawell – Apple Valley; Brandt Richardson - Dakota County; Joe Lynch - Inver Grove Heights; Steve Mielke – Lakeville; Jim Danielson - Mendota Heights; Jamie Verbrugge – Rosemount; Stephen King - South St. Paul; Arbon Hairston - West St. Paul;

Alternates Present: Charles Grawe – Apple Valley Don Gudmundson – Dakota County; Tom Vohnhof – Lakeville;

Others Present: Kent Therkelsen - DCC; Diane Lind - DCC; Dennis Feller – DCC Fiscal Agent; Lou Breimhurst - Consultant; Jeff Nelson – PSC Alliance; BJ Battig – Dakota County; Steve Harklerode – Burnsville Fire; Scott Nelson – Lakeville Fire; Tom Venables – Burnsville I.T.; Keith Wassmund – Apple Valley Fire; Manila Shaver – West St. Paul; John Roszak – DCC Labor Atty

Call the Meeting to Order: Vice-Chair Ebeling started the meeting at 2:07 p.m. Quorum at 2:12 p.m.

1. Announcements

2. Additions to the Final Agenda

Discussion:

No additions. Move item 7b to beginning of Regular Agenda.

Consent Agenda

3.

- a. Approve minutes from the March 7th and March 16th, 2007 Executive Committee meetings.
- b. Approve February, 2007 Paid Claims.
- c. Receive February, 2007 Financial Report.
- d. Receive Minutes from Operations Committees.
 - o Fire/EMS Minutes from March 13th
 - o Law Enforcement Minutes from March 1st – Cancelled, no minutes.
 - o Joint Ops Minutes from March 29th – Cancelled, no minutes.
- e. Receive recommendations for DCC Public Safety Revenue Bonds.

Discussion: No Discussion.

Action: Motion by Gudmundson (Dakota County) to approve the Consent Agenda Items. Second by Herlofsky (Farmington). Motion passed unanimously.

Regular Agenda

7.

- b. Bond Update

Discussion:

Feller (DCC Fiscal Agent) reviewed the documents in the packet that were prepared by Springsted. Feller explained that the financial reporting piece needed to be completed and on file from each City. Ebeling (Burnsville) asked if there would be any surprises the group should be prepared to address with their City's CFO's. Feller responded that there should be no surprises.

Action: No Action. Update Only.

5. Fire/EMS Records.

Discussion:

Therkelsen (DCC) reviewed discussions and actions that had been made to date stating that the Fire/EMS committee had been considering options for a common Fire Records Management System (FRMS). He continued stating that the DCC is not directly involved in the procurement or management of the system but that the decision made could impact prior and future DCC policies and potential funding support. Therkelsen then introduced Scott Nelson (Lakeville Fire Chief and Fire/EMS Operations Committee Chair) and Steve Harklerode (Burnsville Fire Chief).

Nelson (Lakeville Fire Chief) briefed the group on how the Fire/EMS Committee approached their review of an RMS system including the formation of an I.T. Needs Workgroup made up of Chief Nelson (Lakeville Fire), Chief Harklerode (Burnsville Fire), Chief Wassmund (Apple Valley Fire) and Tom Venables (Burnsville IT). This group was chaired by Chief Harklerode. After having met a few times, the group felt it was important to look at more of a long-term solution than the solution that was currently on the table, which was considered an interim solution.

Harklerode (Burnsville Fire Chief) commented that the Executive Summary paper was put together to give the history of the CAD decision and how it affected different records packages. One key point was the decision that the group would go with Motorola as CAD platform. This required a third party records management system because Motorola didn't offer a Fire records package. This meant an interface product would be necessary between Motorola CAD and the Fire RMS. This led to the decision to provide DCC support for a PRINTTRAK CAD/Vision Fire RMS interface as well as records conversion assistance approximately 1 year ago. At that time it was not a wrong decision but technology and the environment has since changed. Harklerode added that there are vendors emerging with products that were not available last year. The subcommittee was put together to look at future needs of Fire and EMS specifically as it is today in relationship to the CAD product. This sub committee was looking at the anniversary date of the DCC opening and directed to look at solutions. However, the subcommittee felt it was important to look at current solutions as the strong desire for a common platform was reiterated at the most recent Dakota Chiefs meeting. So, there were 3 tasks addressed by the subcommittee:

1. Obtain solid answers from LOGIS on the feasibility of the current interface project as identified.
2. If determined that the product will not meet the current needs, request that the Executive Committee look at the resources that were allocated to the project and redirect them to a platform that could be recognized as the common records package for Dakota County Fire Departments.
3. Readdress the area of records conversion based on the information gained from the 2 previous recommendations.

Harklerode commented that the expected go live date for the CAD conversion from Visionair CAD to Motorola is the end of May. When that happens there are two functionalities that will be lost by both Burnsville and Apple Valley Fire. They would lose the bi-directional interface of CAD records and the mobile product in the field as well as the single dump of CAD Data into records piece that is currently out there. There have been numerous discussions between the

Burnsville and Apple Valley Fire Departments and their IT Departments about this issue and both members are willing to put a hold on this project until a full evaluation of the availability of a common platform has been determined.

Venables (Burnsville IT) commented that there had been contact from LOGIS in response to recommendation #1 on the feasibility of the current interface project. LOGIS was asked to give an idea of how the interface project was going. By the 13th of April LOGIS will know if they can move forward or not on the "go-live" date. There has been progress made to date but it is still unclear. Therkelsen (DCC) added that LOGIS has offered April 13th as the "drop dead" date for the CAD interface to be ready for the Burnsville/Apple Valley go-live dates.

Harklerode (Burnsville Fire) to be fiscally responsible, we would like to put a hold on extending any more resources to allow for more time/study. If there is a better platform for Dakota County as a whole, we would determine that and then come back to the DCC Committees and ask that those monies be reallocated. Ebeling (Burnsville) asked how this will affect Burnsville and Apple Valley. Harklerode (Burnsville) responded that any CAD data that would have automatically populated would have to be manually entered until this is resolved. Battig(Dakota County) One thing running into with this transfer info is trying to get a handle on what the cost will be by the time the recommendation comes back to the group. This might be something the Exec Comm might want brought back. Not just a recommendation on the software package but also the costs.

Action: Motion by Osberg (Hastings) to extend the deadline for the decision on Fire/EMS Records Management system from March 31st, an additional 120 days. Second by Gudmundson (Dakota County). Motion passed unanimously.

4. Radio Console Briefing.

Discussion:

Therkelsen (DCC) opened discussion reiterating the decision process to date. Since receiving the response from Motorola in March, DCC Staff and PSC Alliance have been evaluating the proposals to determine the best console selection. Based on the evaluations, Staff and PSC Alliance are recommending the purchase of the Motorola Gold Elite Consoles. The estimated cost for 21 consoles is \$1,185,269.00. The approved budget for console acquisition is \$1,435,000. DCC Staff requested that the Executive Committee recommend selection of the Motorola Gold Elite Console for approval by the Board of Directors at their April 19, 2007 meeting and that the Committee further recommend the Executive Director be directed to negotiate an agreement with Motorola for the provision of up to 23 consoles within the existing budget allocation.

Nelson (PSC Alliance) reviewed the evaluation methods used by Staff and PSC Alliance to arrive at their recommendation of Gold Elite over the MCC 7500. The reason for recommending the Gold Elite was 2-fold. 1- Motorola was unable to demonstrate any experience integrating the new product. 2 – There were features and functions that were in question that would not be available at the time needed. Gudmundson (Dakota County) did you account for the 4 workstations that are currently at the Dakota County? Nelson (PSC Alliance) responded that he did not specifically account for them but that he had other ideas for use of those stations. Gudmundson (Dakota County) asked for clarification on what the updates are on the MCC 7500. Nelson responded that the difference is primarily made up of architecture. Nelson also commented that Dakota County Sheriffs Office currently uses the Gold Elite console.

Action: Motion by Hedges (Eagan) for recommendation to the Board of approval of purchase of Motorola Gold Elite work stations and further that the Executive Director be directed to

negotiate an agreement with Motorola. Second by Herlofsky (Farmington). Motion passed unanimously.

6. Employee Relations

Discussion:

Therkelsen (DCC) noted that as reported at the March Executive Committee meeting, the DCC's non-supervisory dispatch personnel had voted to unionize and would be represented by Law Enforcement Labor Services. On March 22nd, the DCC received a notice of intent to negotiate from LELS. To date, no negotiation sessions had been scheduled. At the March Executive Committee meeting, the Executive Director was directed to request DCC Labor Attorney, John Roszak be present at the April 4th meeting to provide an overview of strategy considerations for contract negotiations. In addition, the Committee suggested the Chair appoint two Executive Committee members to serve on the contract negotiating team with Mr. Roszak and DCC Operations Director, Diane Lind.

Rozsak (DCC Labor Attorney) noted that the bargaining process would start when the union presents a proposal. Prior to that we need to have some kind of sense of strategy and tactics. The end game with this group, because they are entitled to arbitration and not to strike, will be interest arbitration and we have to plan the strategies and proposals so we can ultimately, perhaps, go to arbitration and prevail. Rozsak added that in the meetings he had with DCC Administration, the intent is to see the policies of the DCC simply adopted as the labor contract. However, that is not very likely to occur. Rozsak feels there will be a desire to see a full-blown collective bargaining agreement and added that he wasn't sure what additional issues might be thrown in there. Possibly uniform allowances. One email indicated that LELS was very pleased with DCC policies regarding wages, working conditions, benefits, etc. LELS will probably not seek any changes in '07. They may buck at the discretion that is built into the DCC compensation policies. It still comes down to the end game of going to arbitration and arguing financial limitations of DCC and the wisdom of converting the methods of compensation and personnel policies. A labor contract can create expenses and loss of discretionary authority. Fundamentally, that is what we want to preserve. Gudmundson (Dakota County) what sort of timetable do we have? Rozsak – we could be snapped into mediation very quickly because we will take, subject to input, a pretty aggressive stance. If they are equally as crisp, we will be very quickly in mediation. The mediator will be very disappointed if there are 25 issues. Again, subject to the decision of the Board recommendation, we should take a flyer at convincing an arbitrator that things need to change for joint enterprises like this. This org took a very pro-labor stance. We attracted them, and we cannot now be expected to jack up the wages while we are still paying the cost of transition of these people to bring ourselves to the efficiency. (Hedges) – on intent to negotiate, is that for the entire contract? Rozsak – we have a certain status quo...personnel policy and tactics and strategy was to have that all in place by January 1. So when the Bureau issued their status quo order, that was it. That is what we will bargain from. The union is free to propose 180 degree changes on everything. Rozsak – there will be an attempt to approach negotiations respectfully from the beginning. We have to recognize this is tri-party negotiations. Union, Management, Employees. The union has a lot to gain from this so training them to treat the DCC differently is going to be very difficult. We should know what their attitude is very quickly. Rozsak closed stating that it is important that this connection with the Exec Comm be there and back to the budget. We could lose on arbitration and it could be bad news so it will be very important that this body report back to the members so they understand their potential budget risks. Therkelsen (DCC) confirmed that the Executive Committee and the Board of Directors should have password-protected access to an area of the DCC Website where they could access current information on Union negotiations. Rozsak added that he would like to see an area on the website for the Public to access union updates.

Action: Motion by Hedges (Eagan) to appoint Osberg (Hastings), Mielke (Lakeville) and Lawell (Apple Valley) as negotiations representatives along with Roszak and Lind (DCC). Second by Gudmundson. Motion passed unanimously.

7. Director's Report – Update Only, No Action

a. Technology Procurement/Revenue Bonds

Discussion: Therkelsen (DCC) reminded the group of the opportunity to tour the facility immediately following the meeting. He advised the committee that the telephone RFP responses are due to the DCC by April 20th and that a recommendation will be presented to the Executive Committee in May. City Council/County Board resolutions for the bond obligations are proceeding on schedule. We are still on track for Board approval of the Bond Sale on April 19th. We have a bond rating conference call with Moody's Investors Service on April 11th as part of their process to rate the DCC bonds.

8. Miscellaneous

9. Adjournment

Next Regular Meeting:

Wednesday, May 2nd, 2007

2:00 pm – 4:00 pm

Apple Valley Regent Room
