

Green County Ad Hoc Radio Committee

Meeting Minutes for September 16th, 2019

Members Present:

Chief Dan Smits	Dana Weber-Recording Secretary
Dan Nufer-EMS	Sheriff Jeffrey Skatrud
Tom Daly	Chief Deputy Thomas Moczynski
Chief Fred Kelley-MNDP	Lt. Curt Quinn
Chief Chris Hughes-BHPD	Ryan Ellingson
Chris Narveson-Highway	Tanna McKeon-EMG Director
James Moldenhauer-Lead Dispatcher	

TrueNorth: Mike Day-via phone

- 1) **Call Meeting to Order:** Chief Deputy Thomas Moczynski called the meeting to order at 1:00 p.m.
- 2) **Update on project approval/funding:** Chief Deputy Thomas Moczynski advised that Baycom is the recommended vendor for the radio project and the bonding was approved for the project.
- 3) **Next action items;** Chief Deputy Thomas Moczynski and Mike Day advised that the next step of action is to put together a contract negotiation team to get the contract done and signed.
- 4) **Determine Contract Negotiation Team;** The committee discussed that the next step is to determine the contract negotiation team. Chief Deputy Moczynski advised that Lt. Curtis Quinn, IT Manager Ryan Ellingson and Business Manager Dana Weber will be on the team from the Sheriff's Department. Chief Dan Smits and Highway Commissioner Chris Narveson also, volunteered to be on the committee. Mike Day advised that the committee will determine a project manager who will have weekly/biweekly calls on the project.
- 5) **Tentative Project timeline;** The committee discussed the timeline and the projected date to have the contract signed would be ideally by the end of November so the equipment can be ordered by the 1st of the year and the civil work can begin on the towers. Chief Deputy Moczynski advised that we do have some equipment in inventory. The committee discussed having a countywide channel and the analog/digital capabilities.
- 6) **Questions/Concerns:** The committee discussed the workflow and decided that there should be a liaison for the project.
- 7) **Set next meeting date (if any);** The contract negotiation team will meet on Monday, September 23rd and 1pm.
- 8) **Adjournment;** Chief Fred Kelley made a motion at 1:33 p.m. to adjourn; 2nd by Chris Narveson. Motion Carried.