

**TUESDAY, MARCH 9, 2010**

**APPROVED MINUTES OF THE  
COMMITTEE OF THE WHOLE MEETING HELD**

**STATE OF MINNESOTA)  
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2010-05 C.O.W.**

The Dodge County Commissioners met in Committee of the Whole March 9, 2010, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 9:00 a.m. CST. Lyle Tjosaas opened the meeting at 9:00 a.m. CST.

Meeting Convened

The Chair acknowledged those present:

Those Present

Members present:	Klaus Alberts	District #1
	Lyle Tjosaas	District #2
	David Erickson	District #3
	Don Gray	District #4
	David Hanson	District #5

Members absent: none

Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Matthew Maas	Emergency Management Director
	Jim Trihey	Sheriff

Emergency Management Director Matthew Maas met with the Board to discuss the CERT (Community Emergency Response Team) Program.

CERT Program  
Discussion

Sheriff Jim Trihey was available to comment.

Mr. Maas discussed with the Board his desire to move forward with pursuing the implementation of a CERT program for Dodge County.

The Emergency Management Director explained what a CERT program is and the benefits of a CERT program to Dodge County citizens and emergency responders.

Mr. Maas reported that the CERT Team would be made up of volunteers from the community that would have specialized training that prepare them to respond to emergency situations as deemed necessary by the Sheriff.

Sheriff Trihey stated that CERT Team members would be used for things that wouldn't require a licensed peace officer and would be funded through grants from Homeland Security and Emergency Management and donations.

Both the Emergency Management Director and Sheriff felt that it would be extremely beneficial to the county to have this group in place to help with emergency situations.

Mr. Maas informed the Board that a grant will become available in the near future to assist with the creation of a CERT Team.

Commissioner Erickson wanted to know where the creation of a CERT Team puts the Dodge County Sheriff's Posse.

CERT Program Discussion - Continued

The Sheriff stated that the Sheriff's Posse and the CERT Team are two totally different entities. The CERT Team would help organize and manage other emergencies and noted that the two entities are trained completely different. Both are volunteers who would receive annual training.

The Emergency Management Director commented that he is looking for a consensus from the Board on whether or not they supported his request to move forward with pursuing a grant opportunity for a CERT Team.

It was Commissioner Erickson's opinion that the county needs clarification on liability issues.

Commissioner Alberts concurred with Commissioner Erickson and stated that the Sheriff and Emergency Management Director need to find out what the county's responsibility and liability exposures are and make sure that CERT members aren't just responding to emergencies without direction from the Sheriff or Emergency Management Director.

The Board was in agreement that they generally supported the concept of a CERT Team but wanted to clarify that these team members were not authorized to respond to emergency situations without authorization from the Sheriff or Emergency Management Director.

Mr. Maas reviewed with the Board the proposed Dodge County ARMER Full Participation Plan.

Dodge County ARMER Full Participation Plan Discussion

The Emergency Management Director stated that as the Board is aware, the county has been working with GeoComm on completing Dodge County's ARMER Participation Plan.

Mr. Maas informed that Board that the plan is complete and that he will be requesting approval of the plan during the regular County Board meeting today.

ARMER Full Participation Plan areas the Emergency Management Director reviewed included the following:

- ARMER System Application – Dodge County
- Project Summary
- Jurisdictional Coverage of System
- Entities and Users Participating in the Planned System
- Existing VHF – System Configuration
- System Design
- Coverage Review
- Contingency Planning
- Training
- Interoperability
- Standards
- Alarms and Monitoring
- Maintenance
- System Administration

- Other Local Enhancements
- Project Budget
- Project Funding
- Schedule
- System Cut Over Plan

Commissioner Erickson wanted to know if the schools, which aren't included in the proposed plan, can join the program in the future.

The Emergency Management Director reported that the program has enough flexibility to allow the schools to join the program at a later date. Mr. Maas noted that the schools would have to go through a similar process as the county in developing a plan, having the plan approved and providing assurance that the addition of the schools to the plan won't overload the system.

Commissioner Alberts commented that he believes they could update the radio system using the existing towers therefore eliminating the need to add any additional towers.

Mr. Maas stated that the plan is to use existing towers, however they won't know if the state tower in Dodge Center is going to work with the new radio system until they are able to turn it on. The Emergency Management Director commented that at this time they don't have those answers yet. Mr. Maas noted that they may need to do some local enhancements in order to get everything working together.

It was the Emergency Management Director's opinion that Dodge County won't have any concerns with the new radio system or need to add towers.

Mr. Maas informed the Board that the estimated costs for the Dodge County ARMER project is \$1,982,616.

Radio coverage was discussed. Mike Mazzitello from GeoComm was available to answer questions on coverage.

Commissioner Erickson noted that the study the Emergency Management Director and the federal government did represents replacing only those radios that the entities currently have. If the entities want to increase the number of radios they have at a later date, it will be at their expense.

Commissioner Alberts wanted to know if there would be a market for the old radios.

The Sheriff indicated that he was unsure if there would be a market for the old radios at this time and that there were a lot of variables to consider if they were going to consider selling the old radios.

The Chair adjourned the meeting at 9:33 a.m. CST.

Meeting Adjourned

**ATTEST:**

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**LYLE TJOSAAS**  
**CHAIR, COUNTY BOARD**

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**BECKY LUBAHN**  
**DEPUTY CLERK**

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**DATED:**