

MINNESOTA STATEWIDE EMERGENCY COMMUNICATIONS BOARD

FACT SHEET: FINANCE COMMITTEE

Committee Overview:

- The purpose of the Finance Committee is to advise the Statewide Emergency Communications Board (SECB) upon all matters which have a financial impact upon the Statewide Emergency Communications Board and its members.
- A Grants Work Group resides under the Finance Committee made up of a grant liaison from every region. These regional representatives meet monthly to make recommendations to the Finance Committee and the SECB on how grants will be spent and how grant dollars will be distributed.

Committee Responsibilities:

- Coordinate the development and maintenance of the Finance Committee by-laws. These by-laws are typically reviewed and updated as necessary during odd-numbered years.
- Identify and research financial policy issues affecting the board and advise on potential action
- Coordinate development of standardized board financial policy and procedures with all SECB committees
- Coordinate education and outreach on board activities including socialization of financial processes and financial policies
- Coordinate the development of the SECB Budget and coordinate the development of Finance Committee work groups
- Develop Capital Improvements Plan (CIP) from Regional Needs document that identifies the associated cost.

2023 Committee Membership:

- A current roster of SECB Finance Committee members can be found on the [SECB Finance Committee](#) webpage.

Meeting Schedule:

- The SECB Finance Committee typically meets on the second Thursday of the month at 9:00 AM. Committee meeting dates and times can be found on the [SECB Calendar](#) webpage.
- Committee meetings are typically conducted in a virtual environment. Information regarding participation via telephone and/or internet can be found at the top of the meeting agenda.

Meeting Agendas and Supporting Materials:

- SECB Finance Committee meeting agendas and supporting materials are posted on the [SECB Meeting Materials](#) webpage.

Committee Goals Listed in the 2022-2024 Statewide Communication Interoperability Plan (SCIP):

- 1. Identify the emergency communication funding needs of local, regional, tribal, and statewide public

safety agencies.

- a. Develop and implement a mechanism for collecting and documenting the emergency communication funding needs of local, regional, tribal, and statewide public safety agencies.
- 2. Identify the emergency communication funding necessary to implement, improve, and sustain Minnesota's four core emergency communications systems.
 - a. All SECB committees contribute to the development of 'Capital Improvement and Sustainment Plans'.
 - b. Plans are submitted to the SECB Finance Committee for review.
 - c. Plans are submitted to the SECB for approval.
- 3. Provide recommendations to the Commissioner of Public Safety regarding funding necessary to support interoperable emergency communications capabilities across Minnesota.
 - a. Gather information regarding emergency communication system funding and sustainment needs.
 - b. Develop a report that outlines strategies for funding and sustaining Minnesota's four core emergency communications systems.
- 4. Educate and inform decision makers at the local, regional, state, tribal, and federal levels regarding the need for ongoing, stable, and adequate funding mechanisms to support Minnesota's four core emergency communications systems.
 - a. Identify education and outreach opportunities regarding emergency communication funding needs.
 - b. Develop 'Fact Sheets' regarding Minnesota's four core emergency communications systems and the funding necessary to support them.
- 5. Advocate for state and federal grant funding to enhance interoperable emergency communications capabilities across Minnesota.
 - a. Identify potential local, regional, tribal, and statewide grant-funded projects.
 - b. Engage decision makers and key stakeholders to secure grant funding for emergency communications related projects.