



1. Attendance.

P = Present	T = Via Telephone	E = Excused	U = Unexcused	N/A = Not required
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User Council Members

Primary				
N/A	Cicciarella	Bob	Chief	Municipalities Central
N/A	Eike	Erin	LTC	DOD US Army - Alaska
T	Fournier	Doug	Deputy Chief	Municipalities North
T	Kalwara	Erann	Ms.	Municipalities Southeast
E	Kroona	Jon	Mr.	Federal Non-DOD DOJ, FBI
U	Nelson	James	Officer	Fed Non-DOD All Others, US Forest Service
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
E	Patz	Greg	Mr.	SOA DOT
P	Rockwell	John	Mr.	SOA DPS, Chair
P	Skinner	Nate	Mr.	SOA All Others, DNR Forestry, Vice Chair
P	Spitler	Cory	MSgt	DOD USAF, JBER
E	Wolfe	John	Mr.	Fed Non-DOD DOI, US Fish & Wildlife Service

Alternate				
E	Brown	David	Mr.	Fed Non-DOD DOJ, FBI
T	Cole	Henry	Mr.	SOA DOT
E	Eubank	Greg	Mr.	SOA All Others, DMVA
E	Berrian	Keith	Deputy Chief	Municipalities North
T	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough
	VACANT			Fed Non-DOD DOI, Bureau of Land Management
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
E	Loughton	Mike	Special Agent	Fed Non-DOD All Others, US Forest Service
	VACANT			SOA DPS
N/A	Mlynarik	Pete	Chief	Municipalities Central, Soldotna PD
P	Nelson	Scott	Mr.	SOA All Others, DMVA
N/A	Schwing		TSgt	DOD USAF, JBER
N/A	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD
T	Williams	Rick	Mr.	DOD, US Army - Alaska
U	Young	Sam	Mr.	Fed Non-DOD All Others, TSA

Supporting Staff and Guests:

P	Benford	Cory	TSgt	USAF JBER
P	Conant	Travis	Mr.	System Manger
T	Hawkins	Mike	Mr.	Motorola Solutions
P	Kostelnik	Sean	Mr.	Motorola Solutions
T	Richter	Bruce	Mr.	OEC Region X
P	Reed	David	Mr.	Information Systems Security Manager
T	Shafer	Sherry	Ms.	Document Specialist
P	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SOA OIT SATS/ALMR Manager
T	Ulrich	Naomi	Ms.	Motorola Solutions



P	Williams	Andrea	SSgt	USAF, JBER
P	Woodall	Tim	Mr.	DOD PM/COR

2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Mr. John Rockwell called the meeting to order at 1:31 p.m.	
Roll Call	Roll call was taken and a quorum of User Council (UC) members was in attendance.	
Introduction of Guests/Special Announcements	John introduced the two new DOD JBER representatives and also the USAF JBER guests in attendance.	
Previous Meeting Minutes	<p>John asked if everyone had a chance to review the August meeting minutes and asked if there were any requested changes. There were no requests for changes</p> <p>Motion: Approve the August 7 meeting minutes with the noted change.</p> <p>Motion: Mr. Dave Jones Second: Mr. Nate Skinner</p> <p>There were no objections. The motion passed.</p>	
Issues & Risks Log Item Number	Active Issue	Action Items Assigned
	John requested Ms. Sherry Shafer to review the Issues and Risks Log. She advised of the closure of the two open issues for the JBER representatives and provided updates for the USARAK sites of Birch Hill, Donnelly Dome, Fort Greely and Black Rapids regarding their battery plants.	
	Issues Closed at, or since, last meeting	
Action Items Review	Opened Items	Resolution
	<p>John advised there was one closed action item pertaining to the distribution of the decision by the council at their August meeting for the priority sites. He asked Del if there had been any response.</p> <p>Mr. Del Smith stated the Operations Management Office (OMO) had distributed the list to the agency points of contact and there was one response from Anderson.</p>	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
USARAK Battery Plants	1. Mr. Del Smith asked Mr. Rick Williams if there were any furthers updates from the last meeting.	



<p>7.17 Upgrade</p> <p>FY21 OMO/SMO Budget</p> <p>August Document Reviews</p> <p>August Metrics</p> <p>New Member Agency</p>	<p>Rick stated he wished he had more to contribute, but nothing had changed since the last update. He added he had renegotiated the contract twice and was currently waiting for the Defense Logistics Agency contract officer to accept. Rick noted he had several vendors interested in doing the work. He briefed the department of Public Works (DPW) had also accepted the work for a DC-only refresh at Birch Hill. Rick advised it was now a matter of waiting to see whether only Birch Hill will be repaired or all the sites will get a power refresh.</p> <p>2. Del briefed the security scans will take place on September 17 which is part of the final phase of the upgrade. He explained the MotoBridge will not be upgraded and the DOD was considering replacing it with WAVE, but would let Mr. Woodall provide further details during the Department of Defense (DOD) update.</p> <p>3. Del advised the FY21 OMO/SMO budget document was finalized and forwarded to the Office of Information Technology (OIT) on August 7. He added it was his understanding the State was working on a Quantar supplemental budget for the March timeframe as a FY20 expenditure, referred to as fast track. Del explained the State will still have to scramble to catch up even if it is funded.</p> <p>4. Del noted the High Level Communications Strategy, OMO Customer Support Plan, System Recovery Policy and Procedure 400-1, Privileged User Acceptable Use Policy and Procedure 400-7 and Talkgroup Development Policy and Procedure 400-14 had all been reviewed in August.</p> <p>5. Del advised there were 1,227,351 group calls, which was down approximately 50K, and 2,295,995 push to talks which was down around 100K. He also noted the busies dropped from 2,223 in July to 1,448.</p> <p>6. Del added there was a new member agency as the City of Ketchikan has recently joined and currently only had two radios as they “tested the waters” to see how ALMR worked. He advised he had some concerns as the Southeast participation grows it may overtax the few sites providing coverage.</p>	
<p>System Management Office</p>	<p>Mr. Travis Conant, System Manager</p>	<p>Action Items Assigned</p>
<p>7.17 Upgrade</p>	<p>1. Mr. Travis Conant stated Motorola was working on the punch list and there were only a few items left. He added there was an issue with the “IP capture” that needed to be reconfigured.</p>	



Out of Cycle Zone Controller Rollover	2. Travis advised there would be a zone controller rollover on Monday, September 16, to resolve an upgrade issue. Del stated he would send out notices to the dispatchers tomorrow.	
Upgrade Encryptors	3. Travis briefed they were waiting on the spares to arrive and to receive the schedule for the security hardening. He added the Motorola security team would be here from September 16 – October 11 doing system scans.	
State of Alaska	Mr. Scott Stormo	Action Items Assigned
Kodiak Shelter	1. Mr. Scott Stormo advised the replacement of the Kodiak shelter was complete and a new fiberglass shelter was in place. He added the old shelter would be used for storage. Scott stated there was also new microwave installed and a battery plant and they had removed all the old radios.	
Money Knob Power Line	2. Scott briefed they had no luck in getting a contractor to survey the power line at Money Knob, which had been damaged, but they had one spool of line and that was exactly enough to replace the burnt section so they did it themselves and the site was back on power. He added they would replace the rest during deferred maintenance. Scott advised it takes about a year for the line to settle in so they would know after the winter whether the splices were going to hold.	
FY21 Budget	3. Scott stated there had been some movement on the budget submissions for both ALMR and SATS.	
Department of Defense	Mr. Timothy Woodall	Action Items Assigned
7.17 Upgrade	1. Mr. Tim Woodall stated the ATPs had been completed and the invoices had been sent out. He added, as far as MotoBridge was concerned the current version was supposed to last to 2022 but Motorola found risks with upgrading it. Mr. Woodall advised that only the Army is contemplating replacement of their MotoBridge with WAVE at this time and that would involve a contract modification or a new contract. He briefed everyone else on MotoBridge will stay on it as it is and it is now beyond its end of life so if it breaks, it breaks. Mr. Woodall noted they are tracking with the FY21 budget, which includes upgrading to WAVE and the next iteration of the 7.X platform. He stated he hoped the State and the Municipality of Anchorage are also tracking for funding of the System Upgrade Assurance (SUA) and that hopefully everyone will get on the SUA program and stay on it rather than continuing to try to get capital funds.	



*ALMR User Council
Meeting Minutes*

Alaska Land Mobile Radio

Date: September 4, 2019

<p>Risk Management Framework</p>	<p>2. Mr. Woodall briefed they were tracking and should have the ATO by the end of November.</p> <p>Mr. David Reed stated the target date was the end of December and they were getting input at this time.</p> <p>Mr. Woodall advised he still was hoping to get it completed by the end of November and the Approval Authority was also on track for this timeframe.</p>	
<p>Annual O&M Contract</p>	<p>3. Mr. Woodall noted the annual operations and maintenance contract had been executed by the State and they have been invoicing. He stated he is planning, within the next 30 days, to get with the financial managers for the Air Force, Army and State for a meeting to establish an agreement on how and when invoices will be given and a timeline for when the payment must be made. Mr. Woodall stated they need to establish a memorandum of understanding (MOU) because the DOD had somewhat complicated the invoice process for the State and it needed to get resolved.</p> <p>Scott reemphasized the State will be going to Phase II TDMA, and if anyone is buying subscribers to get them TDMA enabled.</p> <p>Rick did not believe the Army had included that requirement.</p> <p>Mr. Mike Hawkins advised Rick it was included and he was still working on it and would get with him soon.</p>	
<p>New Business</p>	<p>Discussion</p>	<p>Action Items Assigned</p>
	<p>John asked if there was any new business items from the council and there was no response.</p>	
<p>Next meeting</p>	<p>Discussion</p>	
	<p>John stated the next meetings are October 2 and November 6.</p>	
<p>Adjournment</p>	<p>Discussion</p>	
	<p>John asked if there were any other discussion and hearing none, he asked for a motion to adjourn the meeting.</p> <p>Motion: Adjourn the September monthly User Council meeting.</p> <p>Motion: Deputy Chief Doug Fournier Second: MSgt Cory Spitler</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:10 p.m.</p>	