



1. Attendance.

P = Present	T = Via Telephone	E = Excused	U = Unexcused	N/A = Not required
-------------	-------------------	-------------	---------------	--------------------

User Council Members

Primary				
P	Brinley	John	Capt	Fed Non-DOD, US Forest Service
N/A	Brown	Byron	LTC	DOD US Army
T	Cicciarella	Bob	Chief	Municipalities Central
E	Johnson	Brad	Chief	Municipalities Northern, Fairbanks PD
T	Kalwara	Erann	Ms.	Municipalities Southeast
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
P	Patz	Greg	Mr.	SOA DOT
T	Rockwell	John	Mr.	SOA DPS, Chair
P	Skinner	Nate	Mr.	SOA All Others, DNR Forestry, Vice Chair
E	Wolfe	John	Mr.	Fed Non-DOD DOI, US Fish & Wildlife Service
	VACANT			DOD USAF, JBER
	VACANT			Federal Non-DOD, FBI

Alternate				
T	Brown	David	Mr.	Fed Non-DOD, FBI
T	Cole	Henry	Mr.	SOA DOT
P	Eubank	Greg	Mr.	SOA All Others, DMVA
N/A	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
U	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
P	Goodman	Jim	Mr.	Municipalities Central
T	Hallett	Kenneth	Mr.	Fed Non-DOD DOI, Bureau of Land Management
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
N/A	Kain	Paul	Mr.	Fed Non-DOD, USFS
N/A	Morgan	Leon	Mr.	SOA DPS
T	Mlynarik	Pete	Chief	
N/A	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD
P	Williams	Rick	Mr.	DOD, US Army
	VACANT			DOD USAF, JBER

Supporting Staff and Guests:

T	Conant	Travis	Mr.	System Manager
P	Kilbourne	Randy	Mr.	OIT
P	Loughton	Mike	Mr.	US Forest Service
P	Makalena	Sonny	Mr.	US Army Alaska
T	Nicholl	Jim	Mr.	Motorola Solutions
T	Richter	Bruce	Mr.	OEC Region X Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
T	Smith	Del	Mr.	Operations Manager



2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Mr. John Rockwell called the meeting to order at 1:30 p.m.	
Roll Call	Roll call was taken and a quorum of User Council (UC) members was in attendance. Mr. Greg Patz joined the meeting after the roll was taken/announced.	
Introduction of Guests/Special Announcements		
Previous Meeting Minutes	John Rockwell asked the council members if they had a chance to review the draft February minutes and if there were any changes. Hearing none, he requested a motion to approve the minutes. Motion: Approve the February 7 meeting minutes, as written. Motion: Mr. Nate Skinner Second: Captain John Brinley There was no discussion and no objections. The motion passed .	
Issues & Risks Log	Active Issues	Action Items Assigned
	John Rockwell briefed there were still a couple vacant positions on the User Council and noted Mr. Del Smith would address the Red-Blue-Green talkgroups during his portion of the agenda.	
	Pending Issues	
	There were no pending issues.	
	Issues Closed at, or since, last meeting	
	There were no items closed.	
Action Items Review	Opened Items	Resolution
	John Rockwell asked Ms. Sherry Shafer, Operations Management Office (OMO), to read the Action Items from the February meeting, which she did. There were two items still open. 1 - Mr. Rick Williams, USARAK, to follow up on status of bids to replace failed components at Birch Hill Master Site. Mr. Williams stated they had a request for funding in to replace the rectifiers at the Birch Hill Master site, but there was no forward motion. Mr. Williams noted the conversation regarding ALMR at the moment was not about fixing the	



	<p>rectifiers or getting the software upgraded, but their services were suspended at JBER again and that was their focus.</p> <p>John Rockwell requested this be kept as an open item.</p> <p>2 - Motorola to provide letter stating when security updates will end on the 7.13 platform.</p> <p>Mr. Jim Nicholl stated the updates were scheduled through June of this year. He stated he would take this action item to obtain the letter.</p>	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
FY18 Membership Agreements	<p>1. Mr. Del Smith stated this was unchanged from the last meeting and the OMO had distributed another 30-day extension on Feb 28, and the next one would presumably be on March 31. He advised his intent was to ask the Executive Council to do an extension through June 30, leaving the State to deal directly with the Federal Non-DOD agencies regarding cost share.</p> <p>Del stated the OMO would be sending out the FY19 agreements around May and he didn't want two agreements floating around at the same time; it wouldn't make any sense. He noted we may have the same issue for FY19 agreements, if the State did not resolve the approach they want to take for cost share, but hopefully someone will make a decision as it usually takes a couple months to get all the new signed agreements in.</p>	
Annual Inventory Confirmation	<p>2. Del advised this effort has been underway and there were 36 forms returned so far. He noted out of 127 this wasn't a lot of progress and urged the User Council representatives to remind people they needed to get these signed and returned, as this is a Legislative Audit requirement. Del noted if agencies had an issue and would be delayed, they should contact the OMO and provide an update. He also stated a reminder was distributed on March 1.</p>	
Red-Blue-Green Talkgroups	<p>3. Del briefed the talkgroups were deleted from System by the System Management Office, and agencies that have them in their codeplugs should remove them when they touch their radios next.</p>	
DiagnosticX	<p>4. Del noted this was still carried per Mr. Rockwell's request. He stated he and Travis Conant would be at International Wireless Communications Expo (IWCE) and would touch base with the company. Del stated this was still a good idea for the System, but didn't believe any progress had been made due to funding issues.</p>	



<p>SOA Budget Misinterpretation</p> <p>February Document Reviews</p> <p>February System Metrics</p> <p>Subscriber Issues</p>	<p>5. Del stated there was an article in the Fairbanks newspaper today, where Representative Tammy Wilson had made a motion in a budget subcommittee to delete \$1M from the communications system which supports emergency response, because they got money a couple years ago and now the Governor was asking for more.. He pointed out, luckily for us, she is in the minority of the subcommittee and the motion was voted down.</p> <p>Del noted the \$1M was an increase in Federal receipt authority allowing the State of Alaska to receive money from DOD for their cost share. He stated he wasn't aware in any increases in the State budget for ALMR for this year.</p> <p>6. Del advised the SMO Customer Support Plan, Strategic and Operational Plan, and ALMR CONOP were all reviewed and/or updated.</p> <p>7. Del stated the February metrics consisted of 1,085,804 monthly group calls, push to talks were about double at 1,970,779 and busies down by about 50 from 326 to 274. All numbers were down from January, which is attributable to some degree due to the shorter month.</p> <p>8. Del noted he had done a number of articles recently in the Insider about the requirements and the need to do annual maintenance on radios and to be careful with code plugs. He stated Travis would talk about why this is important to do.</p> <p>Del advised the System Management Office (SMO) went to assist an agency that was having trouble communicating recently. He deferred to Travis to explain the details.</p>	
<p>System Management Office</p>	<p>Mr. Travis Conant, System Manager</p>	<p>Action Items Assigned</p>
<p>Subscriber Maintenance Issues</p>	<p>1. Mr. Travis Conant stated the SMO got a call that the agency wasn't receiving their callouts and there was an accident in their area, although someone in Anchorage received it. He noted a group of technicians went to the area and performed coverage testing in the whole area and the System was operating as it should.</p> <p>Travis stated the agency had 12 of their radios available, so the SMO checked the codeplugs and did an auto-tune on them. He noted that what they found was one radio was conventional only, so it would have never received the calls and seven had the same radio ID, so whoever programmed them, probably cloned them. Travis stated radios having the duplicate IDs in multiple radios causes confusion with the System when the ID affiliates on multiple sites, causing missed calls and dropped calls.</p>	



<p>MATCOM Console Upgrade</p>	<p>Travis briefed the other thing they found when they did the auto-tune was that all the radios were out of alignment and one would not align and would need to be sent in for repair. He stated with all these issues on such a small number of radios, he was surprised they operated as well as they did.</p> <p>Travis stated this is why the SMO is pushing for annual maintenance checks and these radios hadn't had any maintenance since they were deployed approximately five to eight years ago.</p> <p>Del stated the DiagnosticX would have singled out these radios if it were in place. He also asked Travis about site preferences in the radios.</p> <p>Travis noted these were Zone 1 radios and one of them had Peger Road, which is in Zone 2, as a preferred site. Travis noted they removed all the preferred sites affiliations and recommended agencies not do this. He stated he didn't know, with the situation of the funding, how this problem gets corrected but everyone should have to meet a certain standard.</p> <p>John Rockwell stated he appreciated the SMO and Del keeping their finger on the pulse of these issues because these are the types of things that come up in the beginning of the Legislative sessions and can be addressed immediately.</p> <p>2. Travis added Motorola would be sending two system technologists up next week to work with the SMO and oversee the installation of the MCC7500s at MATCOM. He noted Motorola would be there for about two weeks for installation and cutover.</p> <p>John Rockwell noted he was also in Fairbanks and just did the initial walk through of Fairbanks AST Dispatch with Motorola prior to the installation of six new consoles. He noted the walk through went well but R56 grounding issues are plaguing them and they would have to regroup and address this before moving forward.</p>	
<p>State of Alaska</p>	<p>Mr. Scott Stormo, SOA</p>	<p>Action Items Assigned</p>
	<p>Mr. Stormo was not present for the meeting.</p>	
<p>Department of Defense</p>	<p>Mr. Tim Woodall, ALMR DOD Representative</p>	<p>Action Items Assigned</p>
	<p>Mr. Woodall was not present for the meeting.</p>	
<p>New Business</p>	<p>Discussion</p>	<p>Action Items Assigned</p>
<p>User Council Subcommittee on Talkgroups and Codeplugs</p>	<p>1. Nate stated they were beginning to work on the ground rules, but only had about five volunteers and could use a couple more. He noted in the next couple weeks, he would try to get the committee together to begin discussions.</p>	



<p>7.17 Upgrade</p>	<p>John Rockwell asked Nate if he'd gotten a volunteer from DPS and Nate responded, so far no. John Rockwell stated he would put another bug in their ear.</p> <p>2. Mr. Dave Jones stated they were still working the funding for the 7.17 upgrade. He asked if the State had their funds and when the Municipality of Anchorage (MOA) bond action was going to happen, and when the money would be needed from his agency.</p> <p>John Rockwell stated the State's funding was approved and available and the MOA vote would occur in April. He asked Del if he had any idea when the funding from the DOD agencies would be needed; Del deferred to Mr. Jim Nicholl because he wasn't aware when it would be necessary.</p> <p>Jim noted everyone had to move in sync so from Motorola's perspective they were waiting on the MOA voting to see if that went through. He advised Motorola had discussed with Mr. Tim Woodall that they could begin in late August or early September under a milestone contract, where they would get a certain percentage down and a certain percentage on the milestones and the remainder upon completion.</p> <p>Dave stated his concern was that they were looking to do their portion with FY19 fiscal year funds, which doesn't start until October.</p> <p>John Rockwell advised this was all news to him. He recommended Mr. Nicholl, Mr. Stormo, himself and Mr. John Roberts, Director on the State side, sit down to see if there is receipt authority on the State side to make those milestone payments with the promise of getting repaid in October. He stated the question is, when they would know if it is definitive regarding the October budget.</p> <p>Dave stated he would have to ask that question as there was a process that goes forward and they rack and stack the requirements and whether it makes the funding line is the determining factor.</p> <p>John Rockwell asked to be kept apprised.</p> <p>Del reminded everyone that Tim had mentioned at the last meeting that the funding had fallen below the red line and might roll to FY19. He noted the milestone payments could be the way ahead.</p> <p>Dave stated he was fairly certain it would make the cutline based on its priority, but until they see the FY19 budget there is no way to tell right now.</p>	
----------------------------	---	--



<p>SAFECOM National Survey</p>	<p>Jim Nicholl stated the one comment he would make is the 7.13 security updates expired in December 2017 and Motorola extended them to June 2018, and this might be some ammunition for justification.</p> <p>3. Mr. Bruce Richter thanked everyone who took the time to fill the SAFECOM National Survey out, and they had enough responses to provide statistical significance. He stated the survey was open until next Friday, if anyone still wanted to fill it out.</p>	
<p>Next meeting</p>	<p>Discussion</p>	
	<p>John Rockwell advised the next regularly scheduled meetings were April 4 and May 2. He reminded everyone he would be unavailable for the May 2 meeting and Nate would be running it.</p>	
<p>Adjournment</p>	<p>Discussion</p>	
	<p>John Rockwell asked if there were any other comments or discussion items. Hearing none, he made a motion to adjourn the meeting.</p> <p>Motion: Adjourn the March monthly User Council meeting.</p> <p>Motion: Dave Jones Second: Nate Skinner</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:07 p.m.</p>	