



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

Alternate				
T	Brown	David	Mr.	Fed Non-DOD, FBI
T	Cole	Henry	Mr.	SOA DOT
U	Eubank	Greg	Mr.	SOA All Others, DMVA
N/A	Gangstad	Linda	Ms.	Fed Non-DOD, TSA
T	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Director of Emergency Operations
R	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough
	VACANT			Fed Non-DOD DOI, Bureau of Land Management
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
N/A	Loughton	Mike	Special Agent	Fed Non-DOD, US Forest Service
N/A	Morgan	Leon	Mr.	SOA DPS
T	Mlynarik	Pete	Chief	Municipalities Central, Soldotna PD
T	Paice	Stephen	SSgt	DOD USAF, JBER
N/A	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD
T	Williams	Rick	Mr.	DOD, US Army - Alaska

Supporting Staff and Guests:

P	Conant	Travis	Mr.	System Manager
P	Nicholl	Jim	Mr.	Motorola Solutions
T	Poyer	Mo	Mr.	TSA
P	Richter	Bruce	Mr.	OEC Region X Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
P	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SOA OIT ALMR
T	Ulrich	Naomi	Ms.	Motorola Solutions



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. Ms. Erann Kalwara joined after roll was read.	
Introduction of Guests/Special Announcements	There were not guests or special announcements.	
Previous Meeting Minutes	John asked if everyone had a chance to review the November meeting minutes and if there were any changes. There were no requests for changes. Motion: Approve the November 7 meeting minutes, as written. Motion: Mr. David Gibbs Second: Chief Peter Mlynarik There were no objections. The motion passed .	
Issues & Risks Log Item Number	Active Issue	Action Items Assigned
	John requested Ms. Sherry Shafer to review the Issues and Risks Log. She read the current open items and the status.	
	Issues Closed at, or since, last meeting	
	There were no closed items at, or since, the last meeting.	
Action Items Review	Opened Items	Resolution
	There were no action items from the November meeting.	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
7.0 Earthquake	1. Mr. Del Smith briefed during the earthquake on November 30 there were 97,000 push to talks (PTTs) in a 24-hour period, which amounted to approximately 149 ½ hours of airtime. He stated ALMR performed exactly as we would want. Del added the Atwood site which experienced the most busies at 695 lasting an average of 3 seconds. Mr. Travis Conant advised the Alcantra, Cottonwood Creek and New Knik sites all bounced for under a minute during the quake. He added the Goose Creek Correctional Center went down for approximately two hours due to a Matanuska	



<p>Donor Radios</p> <p>Multi-agency Incident Response</p> <p>Fourth Quarter Rollover/Patching</p>	<p>Telephone Association (MTA) leased circuit failure. Travis noted they were still able to talk within the facility.</p> <p>Travis also briefed the alternate consoles on Joint Base Elmendorf Richardson (JBER) went down due to a power outage but system wide it handled it well.</p> <p>Del stated he had sent an email out to some of the dispatch centers requesting comments on how well the system worked during the earthquake and he had received no negative comments. He noted he had gotten a call from one of the Federal agencies who was doing an after action report and clarified with the individual the system did not go down and performed as it was designed.</p> <p>Travis also noted he had looked at the talkgroup traffic to see if he needed to put minimize traffic in effect, but everyone on the System at the time should have been on there.</p> <p>Mr. Bruce Richter stated he has some staff available that could help with any after action reporting, if needed.</p> <p>Mr. Rick Williams briefed that USARAK reported they had no outages and that report went to their higher headquarters and program manager overseeing the new program for ALMR.</p> <p>2. Del advised the council members he'd received an inquiry from an agency with the Municipality of Anchorage (MOA) wanting to use a donor radio to connect a cell phone to a talkgroup. He explained we already have WAVE which does provide that capability. Del also noted he had talked extensively with the Information Systems Security Manager (ISSM) and she had several questions which need to be answered by the agency and the System Change Request form would also need to be completed and evaluated before we proceed.</p> <p>3. Del reminded the group he had spoken to them previously about this situation and the impact of major accidents to three-channel sites. He stated he'd had a teleconference with the dispatchers but their response was that the people at the scene needed to control the traffic, because the dispatchers did not have the authority to do so. Del reiterated the need for better training because there were seven talkgroups involved and they generated several hundred busies for this incident.</p> <p>4. Del briefed the master site rollover/quarterly patching was scheduled for December 17 -20 and he had been in touch with the dispatchers already to advise them. He added this was the third attempt to complete this and asked Mr. Travis Conant if there was anything further to add.</p>	
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<p>Separation Study Update</p> <p>November Document Reviews</p> <p>November System Metrics</p>	<p>Travis stated they were planning another one in late January or February and that would be the last one before the upgrade.</p> <p>5. Del advised the group the Department of Defense (DOD) portion had been completed and at this time, we did not have the State of Alaska (SOA) updates, but they were being worked on by the Motorola representative.</p> <p>Mr. Scott Stormo stated he still needed to get some numbers to Motorola.</p> <p>6. Del briefed the High Level Strategy, Emergency Button Activation Policy and Procedure, Site Book Policy and Procedure, Help Desk Policy and Procedure and Subscriber Acceptance Testing Policy and Procedure had all been reviewed.</p> <p>7. Del noted the busies were exponentially higher. He stated in November there were 2,651 busies on ALMR and 3,333 on AWARN, but without the busies attributed to the earthquake traffic, November statistics tracked with previous years. Del added there were 1,031,122 group calls and 1,907,828 push to talks (PTTs).</p>	
<p>System Management Office</p>	<p>Mr. Travis Conant, System Manager</p>	<p>Action Items Assigned</p>
<p>Earthquake</p>	<p>Mr. Travis Conant stated Atwood, which is a ten-channel site was the busiest and had about 50 talkgroups affiliated with it. He also noted the four-channel site in the valley had a huge traffic volume, as well. Travis stated his recommendation was there should be at least five channels at all sites in the Anchorage and Wasilla areas and was working with the State of Alaska (SOA), DOD and the MOA on an after-action report.</p>	
<p>State of Alaska</p>	<p>Mr. Scott Stormo and/or Mr. Randy Kilbourne</p>	<p>Action Items Assigned</p>
<p>Microwave Procurement Activity</p>	<p>Mr. Scott Stormo advised there was some procurement activity on the microwave, as long as it makes it through the process. He added they had finally been able to spend some of the money on getting repairs done but with a new administration coming in, he didn't know if that would continue.</p> <p>Scott advised the new Governor would probably not modify Governor Walker's budget and put it out to meet the statutory guidelines, but then put out an entirely new budget in January. He added, it as far as the Quantars were concerned, if they didn't make it into the budget this cycle then separation is probably a reality.</p>	
<p>Department of Defense</p>	<p>Mr. Timothy Woodall</p>	<p>Action Items Assigned</p>



<p>New Public Safety Commissioner</p>	<p>John stated from his personal experience, at North Eagle River the calls dropped in between every cell site and there was no service at Eklutna.</p> <p>Del asked the council members to talk to their agencies and see how the System worked for them.</p> <p>3. Mr. Woodall asked who the new DPS Commissioner was and Del stated it was Ms. Amanda Price and the Deputy Commissioner was Mr. Michael Duxbury. Del also provided a brief synopsis of Ms. Price's background.</p> <p>Scott added Mr. Jonathan Quick was the new Department of Administration Commissioner.</p>	
<p>Next meeting</p>	<p>Discussion</p>	
	<p>John stated the next regularly scheduled meetings are January 2 and February 6, 2019.</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 December monthly User Council meeting.</p> <p>Motion: Mr. David Gibbs Second: Mr. Chris Martin</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:31 p.m.</p>	