

Date: November 7, 2018

1. Attendance.

P = Present $ P = Via Telephone$ $ E = Excused$ $ U = Unexcused$ $ N/A = NO P $	P = Present	T = Via Telephone	E = Excused	U = Unexcused	N/A = Not required
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User Council Members

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

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

Supporting Staff and Guests:

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



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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.	
	Mr. Greg Eubank 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 October meeting minutes and if there were any changes. There were no requests for changes.	
	Motion: Approve the October 3 meeting minutes, as written.	
	Motion: Mr. Chris Martin Second: Mr. Nate Skinner	
	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 advised there was one item closed since the last meeting, which she read.	
	Issues Closed at, or since, last meeting	
UC71	The alternate Federal-Non DOD USFS position will be vacant with the retirement of Mr. Paul Kain on December 31.	
	Officer James Nelson was appointed effective November 5 as the primary Federal Non-DOD USFS representative and ASAC Mike Loughton moved to the alternate representative position. (CLOSED)	
Action Items Review	Opened Items	Resolution
	John advised there was one action items from the September meeting and read it for the benefit of the group.	
	1. Mr. Travis Conant, System Manager, to follow up with Mr. Jim Nicholl, Motorola Solutions, regarding the maintenance contracts for the MCC7500 consoles and discuss the establishment of a single point of contact for all dispatch console issues, regardless of who is doing the console maintenance. (CLOSED, October 23)	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned



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Harris Acceptance Test Procedure Questions

1. Mr. Del Smith pointed the council to the Acceptance Test Procedure (ATP) questions from Harris regarding their 152A radio. He also explained the radio was a tactical radio the Joint Base Elmendorf-Richardson (JBER) Security Forces were looking to use worldwide when deployed.

Del went over each of the questions with the council on busy queuing, private call and call alert and stated the reason he brought this to them is we have never allowed a waiver in the past. He stated neither he nor Mr. Travis Conant, System Manager, saw the three areas as issues and asked the UC to concur with their determination on these items.

Travis noted they have not completed the ATP at this time but were looking at a possible December test date.

John asked the council members if they had any questions or concerns.

Greg Eubank recommended using a trunking analyzer on the radios for compliance.

Mr. David Gibbs asked if the ATP form was ever reviewed for features that are not used.

Travis stated it was reviewed two years ago and updated and was due to be reviewed again in the spring with the 7.17 update, and the council agreed to the waiver.

Separation Study

- 2. Del briefed an update to the separation study had been discussed several months back and Motorola had recently provided the report, but it came back with only the Department of Defense (DOD) cost impacts addressed, not local or state. He added, at their October meeting, the Executive Council (EC) had directed the User Council (UC) to review the Motorola report and report back on any impacts. Del noted that without the state and local information, he was not sure they could accomplish the task.
- Mr. Scott Stormo stated he had asked Motorola if the state side was being done.

Mr. Jim Nicholl advised he had sent it to Mr. Joe Piksa and the only updates being provided on the report were for the pricing.

Del stated a separation of the ALMR system would certainly have a substantial impact to local first responders.

User Council Charter Responsibilities

3. Del read Article 5, paragraph 6 regarding the responsibility of the municipal representatives to hold meetings and provide minutes to the Operations



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Management Office (OMO). He stated although the OMO never received any minutes, he knew retired Deputy Chief Brad Johnson was the only municipal representative to comply with this requirement.

Del advised the reason he was addressing this is there are 24 council members and there is a substantial lack of knowledge among the ALMR user community. He reminded the council members it is their responsibility to reach out to the users and to bring any concerns back to the UC and OMO to be addressed.

As an example of the lack of knowledge and understanding on ALMR, Del stated he had recently provided a presentation to the Alaska State Troopers and when he was discussing the use of talkgroups, one of the troopers asked him what a talkgroup was. He noted part of the issue is the lack of an on-going training program.

October Document Reviews

4. Del briefed the Information Systems Clearing and Sanitization Policy and Procedure, Twitter Use Policy and Procedure, Help Desk Policy and Procedure and Vendor Equipment Policy had all been review and updated, as necessary.

Fourth Quarter Master Site Rollover

5. Del advised Motorola in Schaumburg, Illinois, was requesting to do a System update in December. He reminded the group the OMO and System Management Office (SMO) had made the decision to suspend any further quarterly updates after the entire Zone 2 went down due to an issues with an iLO update. Del added that Mr. Travis Conant had been in contact with Motorola and asked Travis to brief the council.

Travis stated after the Zone 2 and Zone 4 issues they had suspended all updates. He advised there was a System configuration change needed to fix the iLO problem and had to be performed with a technician on site. Travis briefed Mr. Andy Strait was in Zone 2 to complete the configuration change this week and then would go to Zone 4. He stated they wouldn't schedule any quarterly update until they knew for certain it would go smoothly.

John asked if this was the last patch before the 7.17 update and Del responded it was.

Jim Nicholl recommended still doing the quarterly patches and assured everyone the Motorola engineers would check the write-up configurations prior to implementing the patch.



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October System Metrics	6. Del noted there were 1,184,056 group calls and 2,169,730 push to talks (PTTs), up around 200k. He added the busies went from 766 in September to 1,228 in October. Del explained the 196 th Brigade from Hawaii had requested to add 540 radios to monitor Exercise Arctic Anvil and this had severely impacted Donnelly Dome, which had 400+ busies. He stated the Help Desk had looked at the statistics and found there were transmissions up to two minutes long. Del stated there would only be 40 radios remaining on the	
	System for an exercise in spring 2019, and those would be located at JBER. He advised he had spoken with the points of contact and explained the suitable length for a PTT transmission. Del also stated he had talked to Mr. Tim Woodall and requested the transportable be deployed if the Hawaii troops wanted to come back next year.	
Nominations for Annual Election	7. Del mentioned the current on-going elections in Alaska and then added the UC was also having an election, in which the nomination process was underway. He reminded the group the suspense for a response was November 2 and the representatives for JBER, US Army Alaska (USARAK), the FBI, the US Fish and Wildlife Service, Municipalities-North, Municipalities-Central and Municipalities-South had all not responded. He asked them to please provide the OMO with their nominations so voting could take place.	
System Management Office	Mr. Travis Conant, System Manager	Action Items Assigned
	Mr. Travis Conant stated he had nothing further to add.	
State of Alaska	Mr. Scott Stormo and/or Mr. Randy Kilbourne	Action Items Assigned
State of Alaska New Governor	_	Action Items Assigned



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	1	
	John reiterated the establishment of the SIGB and stated almost half of the positions are "at will."	
	'	
	John stated he hoped they could turn the SIGB into a statute	
Donoutment of	at some point. Mr. Timothy Woodall	Action Items
Department of Defense	Mr. Tillottiy woodali	Assigned
Dolones	Mr. Woodall was not present for the meeting.	Accignou
New Business	Discussion	Action Items Assigned
Talkgroup and	John asked Nate to give an update.	
Codeplug		
Subcommittee	Nate advised the group had done some reviews and	
	discussed how best to address the larger issue. He stated they were going to try and have another meeting this last	
	quarter.	
	Nate also noted with the on-going review of the Tactical	
	Interoperable Communications Plans (TICPs), they were	
	going to re-address the Incident Command (IC) zones and	
	try to get them in a more usable format.	
Technical	2. John stated the Technical Assistance Grants were	
Assistance Grant	funding the TICP updates and they had recently met at the	
	Crime Lab. He added the MatSu Borough and the Kenai	
	Peninsula were chosen to be the first updated with the new	
	templates. John noted they had a very successful kickoff	
	and the next meeting would be in April.	
AUXCOMM	3. John briefed the Auxiliary Communications (AUXCOMM)	
7.07.00	was last Saturday and was an outstanding success and an	
	eye opener and they had 21 people attend the meeting in	
	Palmer. He said it focused on HAMM radios like the ones	
	Amateur Radio Emergency Services (ARES) use.	
Next meeting	Discussion	
	John stated the next regularly scheduled meetings are	
Adjournment	December 5 and January 2, 2019. Discussion	
Aujournment	John asked if there were any other discussion and hearing	
	none, he asked for a motion to adjourn the meeting.	
	Motion: Adjourn the November monthly User Council meeting.	
	Motion: Mr. Greg Patz	
	Second: Mr. Greg Eubank	



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There were no objections. The motion passed .	
The meeting adjourned at 2:18 p.m.	