



1. Attendance.

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

Primary				
T	Adams	Ocie	Mr.	SOA DOT&PF, Chair
P	Adams	Steve	Lt	SOA DPS, AST
T	Fronterhouse	Bev	Ms.	Fed Non-DOD, Bureau of Land Management
T	Goggia	Tammy	Ms.	Municipalities Central
T	Johnson	Brad	Chief	Municipalities Northern, Fairbanks PD, Vice Chair
T	Kaizer	Bill	Mr.	Fed Non-DOD, FBI
E	Lampshire	Chris	Mr.	Fed Non-DOD, US Forest Service
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
P	Pentimone	Lee	MSgt	DOD USAF, JBER
U	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
P	Skinner	Nate	Mr.	SOA All Others, DNR Forestry
	VACANT			DOD US Army, FGA DOIM

Alternate				
N/A	Brown	David	Mr.	Fed Non-DOD, FBI
N/A	Boyle	Steve	Mr.	Municipalities Central, Assistant Chief KES
P	Eubank	Greg	Mr.	SOA All Others, DMVA
T	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
N/A	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
T	Kain	Paul	Mr.	Fed Non-DOD, USFS
N/A	Patz	Greg	Mr.	SOA DOT
P	Rockwell	John	Mr.	SOA DPS, AST
E	Wolfe	John	Mr.	Fed Non-DOD, US Fish & Wildlife Service
	VACANT			DOD USAF, JBER
	VACANT			Municipalities Southeast
	VACANT			DOD, US Army

Supporting Staff and Guests:

P	Conant	Travis	Mr.	System Manager
P	Leber	Rich	Mr.	Technical Advisor
T	Leveque	Matt	Mr.	SOA SPOC & SWIC
P	Richter	Bruce	Mr.	OEC Region X Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
P	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SATS/ETS Manager
P	Woodall	Tim	Mr.	DOD PM/COR



2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Mr. Ocie Adams, User Council Chair, 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.	
Introduction of Guests/Special Announcements	There were no announcements or special guests	
Previous Meeting Minutes	<p>Ocie asked the council members if they had any changes to the draft January minutes. There were no responses; therefore, he requested a motion to approve the minutes, as presented.</p> <p>Motion: Approve the January 6 meeting minutes, as written.</p> <p>Motion: Mr. Nate Skinner Second: Deputy Chief Brad Johnson</p> <p>There was no discussion and no objections. The motion passed.</p>	
Issues & Risks Log	Active Issues	Action Items Assigned
User Council Vacancies	<p>Item #57 remains open.</p> <p>Ms. Bev Fronterhouse replaced Mr. Kent Gale as the primary Federal Non-DOD DOI representative, after Kent's departure for another position in Boise, ID. The Executive Council approved Bev's appointment on January 21.</p> <p>The change of assignment for TSgt Dennis Paniza, DOD-JBER, was also newly noted, leaving the alternate position vacant.</p> <p>The Municipalities-Southeast alternate still needs a replacement and both the USARAK primary and alternate positions are now vacant.</p>	
	Pending Issues	
	There were no pending issues.	
	Issues Closed at, or since, last meeting	
	There were no issues closed.	
Action Items Review	Opened Items	Resolution



	<p>There was one Action Item from the January 6 meeting.</p> <p>1. OMO to send email to the User Council representatives requesting volunteers for a working group to be formed to review the Infrastructure Operations and Maintenance (IOMS) contract/Statement of Work, in conjunction with the State SATS/ALMR Manager and the DOD PM/COR, and make the necessary decisions on those contract line item numbers (CLINs) that may become options under the new contract, and also to prioritize the optional CLINs. (CLOSED, Jan 7)</p>	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
<p>FY16 Cost Share Cooperative Agreement</p> <p>Codicil to the Cooperative Agreement</p> <p>Clear Site</p> <p>Heney Range and Sterling Sites</p> <p>FY16 SOA Budget</p>	<p>1. Del advised the council the FY16 Cost Share Cooperative Agreement had been signed by the Department of Defense (DOD) Executive Council Co-Chair on January 11. He reminded them this is renewed on an annual basis so the agreement for FY17 will be due on July 1.</p> <p>2. Del stated the Codicil was now at Joint-Base Elmendorf-Richardson (JBER) for signature by the Commander, Alaskan Command (COMALCOM).</p> <p>3. Del briefed that the Clear site was now on permanent power and he understood it would not move from its current location.</p> <p>4. Del explained he had these two sites on the agenda in order to keep the council informed on some issues they were experiencing. He noted the Heney Range site was on during the day if the sun was out but as soon as there was no sun, the batteries died. Del advised since it was difficult to access the site he had contacted the Colonel at Fish and Wildlife Protection and the Cordova Police Chief to advise them of the power status; both stated that it was not an issue for them now but once it got more active it could be a problem.</p> <p>Mr. Scott Stormo briefed that technicians were able to make it to the site this week and installed some temporary batteries.</p> <p>Del continued stating the Sterling site had one channel down previously, but it also had been fixed this week by the System Management Office (SMO). He explained because it was a five-channel site there had been no impact</p> <p>5. Del briefed that Chief Jeff Tucker, Kenai FD, recently briefed the Governor regarding the earthquake response and the Governor had told the Chief that he was putting \$1.2M in the supplemental request for current fiscal year ALMR funding, which should be available in the April/May</p>	



<p>IOMS SOW Working Group</p> <p>January Document Reviews</p> <p>January System Metrics</p>	<p>timeframe. He stated the Chief had also advised him there were rumors of an additional request for FY17. Del cautioned the council that the Governor’s request was not the same as the appropriation occurring, but everyone was optimistic.</p> <p>Del also noted that Channel 2 news had referred to ALMR during their broadcast about the earthquake and that the Peninsula Clarion had also mentioned the System. He stated he couldn’t remember in the 15 – 16 years he’d been involved with ALMR ever hearing it mentioned and this was the biggest recognition he’d seen.</p> <p>Del advised there were no ALMR issues as a result of the earthquake. He stated the Operations Management Office (OMO) looked at the activities at the affected sites and there was only a couple busies at Kasilof.</p> <p>6. Del reminded the council there had been a request for volunteers to form a working group to review the Infrastructure Operations and Maintenance Services (IOMS) Statement of Work (SOW). He advised the group had been formed and the first meeting was tomorrow at 9a.m. with a call in number. He explained Mr. Tim Woodall and Scott would be advising the group regarding the development of the SOW for FY17 and would explain which services would be core functions and which ones would now be options.</p> <p>Tim stated if there were any members from the Air Force or Army that wanted to call in, they could do so.</p> <p>7. Del briefed the council that the OMO had reviewed and approved minor changes to the New User Policy and Procedure and the ALMR Concept of Operation (CONOP)</p> <p>8. Del advised the council the voice calls were pretty close to last year, but the busies were up. He stated this concerned him, so he researched it and discussed it with the SMO and the increase is because the Municipality of Anchorage (MOA) Anchorage Wide Area Radio Network (AWARN) statistics are also included in the System counts. Del noted that out of the 548 busies, 110 were for ALMR and the remainder were AWARN.</p> <p>Del further explained that Mr. Jason Beach, MOA, had advised him that some of the AWARN repeaters had been removed from a couple of the sites for repair and this was causing busies. Additionally, he explained that the APD dispatches, both North and South, are heard in Eagle River, impacting the Knik and other AWARN sites and creating busies. Del noted that the MOA was considering</p>	
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	adding additional capacity to some of its sites to alleviate these issues.	
System Management Office	Mr. Travis Conant, System Manager	Action Items Assigned
PMI Schedule	1. Mr. Travis Conant stated that the SMO was currently concentrating on the periodic maintenance inspection (PMI) schedule in the local area, mainly the Anchorage and Wasilla sites. He advised they were also doing a few sites in the Fairbanks area and 85 percent of the ALMR sites were now completed for FY16.	
Clear site	2. Travis expanded on what Del had provided regarding the Clear site, stating it was now on the permanent power grid. He also noted they had been doing some testing at the site and it had went down for approximately an hour so they were checking with American Power to do some testing of the battery backup system.	
State of Alaska	Mr. Scott Stormo, SOA	Action Items Assigned
IOMS SOW	1. Mr. Scott Stormo advised that SOA procurement would be sending him a draft of the contract SOW and that would be given to the working group so that everyone was on the same page going forward.	
SOA Travel	2. Scott explained there was currently a lengthy email, which contained 10 to 12 steps that must be followed to get permission to travel. He noted this wouldn't work in an emergency situation so his office is looking at getting a blanket travel authorization for such cases.	
SOA Budget	3. Scott stated he was excited to hear what the Governor had said regarding the budget. He speculated this came from the efforts of the council regarding the criticality of ALMR and that is what got the Governor's attention. Scott encouraged everyone to continue to speak to whoever they could speak to about funding because so much more was needed. Del noted he believed the \$1.2M referred to the Department of Public Safety consoles for ALMR and that the operations and maintenance and State of Alaska Telecommunications System had not been addressed so far so there was still work to be done. Mr. Matt Leveque advised he would soon be meeting with the Deputy Chief of Staff, Mr. Hosey, to discuss interoperable communications funding, as well as the Fire Chiefs in Juneau regarding FirstNet. He noted he had heard from Department of Public Safety (DPS) Deputy Commissioner Comer that there was \$2.2M in play in the Governor's amended budget with \$1M as a capital expense and \$1.2M as a re-appropriation of capital that the Department of Administration	



	<p>(DOA) already had and that should be enough to take care of the DPS consoles; he asked Scott if that sounded right.</p> <p>Scott stated they would know for sure once they saw the Governor's amended budget but he believed that was the conversation he had heard as well.</p> <p>Matt explained if they didn't get something north of \$2M, they wouldn't have enough to take care of the DPS-affected consoles, but there has to be more than that and hopefully that was the case.</p> <p>Scott stated he was just glad someone got to the Governor and he acknowledged some money needed to be spent.</p> <p>Matt noted he thinks it's all Deputy Commissioner Comer and everyone else who is out there banging doors that he didn't know about.</p> <p>Ocie thanked Scott and Matt for the clarification and echoed that he had looked at the total equipment list, as well, and the funds were way short of what was needed for the equipment, let alone anything needed for operations, but it was a start.</p>	
<p>Department of Defense</p>	<p>Mr. Tim Woodall, ALMR DOD Representative</p>	<p>Action Items Assigned</p>
<p>FY17 Contracts</p> IOMS SOW	<p>1. Mr. Tim Woodall stated the Department of Defense (DOD) was tracking the contract funding and it should be the same amounts as last year, plus five percent added for inflation. He noted the Air Force and the Army should be funded to that level.</p> <p>Tim also noted with the new contract, the State would be the contract OWNER and the DOD would be obtaining and paying for those services directly from them. He advised he wasn't sure what that would look like but expected it would be accomplished through wide-area work flow; the services will pay through the Defense Finance Accounting System (DFAS). Tim noted both the 11th Air Force Judge Advocate and the US Army Judge Advocate have given the go ahead.</p> <p>2. Tim briefed that they hoped to be able to identify the core and option services. He noted services needed by all parties are the core services and those that required expansions will be the option services.</p> <p>Tim stated they also intend to have contract item line numbers in the SOW for the replacement of the consoles, repeaters and GTRs, so a new contract isn't required and the specific line item can be executed instead.</p>	



	Ocie reminded the group the first UC Working Group meeting is tomorrow and to contact the OMO if they wished to join the meeting.	
Old Business	Discussion	Action Items Assigned
	There were no Old Business items.	
New Business	Discussion	Action Items Assigned
	There were no New Business items of discussion.	
Next meeting	Discussion	
	Ocie announced the next two meetings were March 2 and April 6.	
Adjournment	Discussion	
	<p>Ocie asked if there were any other comments or any further discussion items for the good of the group.</p> <p>Hearing none, he stated he would accept a motion to adjourn the meeting.</p> <p>Motion: Adjourn the February monthly User Council meeting.</p> <p>Motion: Mr. Bill Kaizer Second: Ms. Tammy Goggia</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:00 p.m.</p>	