



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
E	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
N/A	Kaizer	Bill	Mr.	Fed Non-DOD, FBI
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
P	Pentimone	Lee	MSgt	DOD USAF, JBER
E	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
P	Skinner	Nate	Mr.	SOA All Others, DNR Forestry
	VACANT			DOD US Army, FGA DOIM
	VACANT			Fed Non-DOD, US Forest Service

Alternate				
T	Brown	David	Mr.	Fed Non-DOD, FBI
T	Cicciarella	Bob	Chief	Municipalities Central
N/A	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
E	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			DOD, US Army
	VACANT			Municipalities Southeast

Supporting Staff and Guests:

P	Conant	Travis	Mr.	System Manager
P	Jennings		MSgt	Joint Base Elmendorf-Richardson
P	Nicholl	Jim	Mr.	Motorola® Solutions
P	Richter	Bruce	Mr.	OEC Region 10 Coordinator
P	Sakumoto	Dwayne	Mr.	Motorola® Solutions
T	Shafer	Sherry	Ms.	Document Specialist
T	Steele	Jim	Mr.	SOA ETS
P	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SATS/ETS Manager
P	Williams	Rick	Mr.	US Army Alaska
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 called the meeting to order at 1:38 p.m.	
Roll Call	Roll call was taken and a quorum of User Council (UC) members was in attendance.	
Introduction of Guests/Special Announcements	Ocie introduced Chief Bob Ciciarella as the new Municipalities-Central alternate representative to the UC. Bob provided a brief history of his public safety service to the council and stated he was looking forward to working with everyone.	
Previous Meeting Minutes	Ocie asked the council members if they had a chance to read the draft August minutes. There were no responses. Ocie requested a motion to approve the minutes. Motion: Approve the August 3 meeting minutes, as amended. Motion: Mr. John Rockwell Second: Mr. Nate Skinner There was no discussion and no objections. The motion passed .	
Issues & Risks Log	Active Issues	Action Items Assigned
User Council Vacancies	Item #57 remains open. Ocie reminded the group there were still vacancies in the JBER alternate, Southeast Municipalities alternate and both primary and alternate positions for USARAK.	
	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
	There were no Action Items from the August meeting.	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
FY17 Infrastructure Operations and Maintenance Services (IOMS) Contract Unication Pager	1. Mr. Del Smith advised the council members that the contract had been finalized in mid-September and agencies should not see any difference in the level of service and support they have been receiving from the System Management Office (SMO) in the past.	



	<p>2. Del briefed the pager had already been in Kenai and up to the Denali Borough and was now with the Municipality of Anchorage (MOA). He noted the general consensus was that the pager was too big and too expensive. Del advised he had not spoken to Mr. Jason Beach at MOA yet to see how their testing was going.</p>	
<p>FY17 Membership Agreement</p>	<p>3. Del stated the Operations Management Office was currently working on completing the agreements and getting them out to agencies to sign. He briefed the Executive Council had approved an additional 30-day extension of the current FY16 agreements at their September meeting.</p>	
<p>FY18 OMO/SMO Budget</p>	<p>4. Del advised the council members the budget had been finalized and would be distributed to them after the meeting. He stated they would be voting via email and requested that they not sit on it and provide a quick turnaround because the OMO would like to present it to the EC for their approval at their October 20 meeting. Del noted the budget included the costs for upgrading the System to both the 7.15 and the 7.17 software platforms.</p>	
<p>Twitter Account</p>	<p>5. Del reminded the council the policy and guidelines had been sent out previously for their review and would like to get them approved so copies could be provided to the Executive Council.</p> <p>Mr. Jim Steele stated the need to promote ALMR every chance we get because we spend a lot of time trying to convince others of what we already know regarding the need for and value of the ALMR System. He stated Twitter® was a social media outlet we can use to our advantage because both the McHugh Creek fire and the Funny River fire had commanded a lot of attention. Jim reminded the council that firefighters, the news media and the Legislature had all followed these events closely.</p> <p>Jim stated he had created an ALMR Twitter® account (@ALMR_SOA) and the OMO had produced the policy and guidelines for it by plagiarizing existing documents from DOT. He noted he had also provided the draft ALMR documents to the State point of contact for social media for review after a snafu with a Health and Social Services Twitter account a couple weeks ago.</p> <p>Ocie asked if there was any specific reason the OMO produced a policy and “guideline” versus the policy and procedure format used for all other ALMR documents and requested the formats be followed for consistency.</p> <p>Del stated the OMO would change the documents to the standard format.</p>	



<p>USARAK Battery Maintenance</p> <p>Haines Borough</p> <p>Document Reviews</p> <p>System Metrics</p>	<p>Ocie requested a motion to approve the documents.</p> <p>Motion: Approve the Twitter account documents, with the recommended corrections, and move them forward to the Executive Council.</p> <p>Motion: John Second: Nate</p> <p>6. Del explained as part of the periodic maintenance inspections, the SMO looks at the battery plants at the sites but visual inspections can't identify internal problems. He noted there were a couple sites where the batteries recently went bad, which caused issues. Del stated although this issue won't be resolved today, it might be a good indication that there needs to be additional testing performed beyond just a visual inspection. He stated in accordance with the Service Level Agreement (SLA), it is the site owner's responsibility to maintain their battery plants so their might need to be an update to the SLA in the future to be more specific on the requirements.</p> <p>7. Del advised the council that in the past Haines has not been on ALMR but they are interested in joining. He stated the Chief there had requested a grant to purchase radios but was looking for any surplus radios agencies might have that they would be willing to transfer over. Del also noted he had checked with Mr. Greg Eubank to see if he could find some radios.</p> <p>8. Del briefed that the OMO had approved minor changes to the High Level Communications Strategy, the System Recovery Policy and Procedure, the System Incident Response Procedure and the Talkgroup Development Procedure. He reminded the council that they had also approved the updates to the OMO Customer Support Plan that resulted from the new contract.</p> <p>9. Del briefed that there was a decrease in the push-to-talk transmissions, which is predictable in the Fall and busies were up by only 15 for the month. He reminded them some busies were likely caused during periodic maintenance inspections and during scheduled maintenance.</p>	
<p>System Management Office</p>	<p>Mr. Travis Conant, System Manager</p>	<p>Action Items Assigned</p>
<p>Black Rapids Battery Plant</p>	<p>1. Mr. Travis Conant advised the council the batteries at Black Rapids were still disconnected and he was continuing to work with the Army to get them replaced. He also noted the site was offline yesterday due to AT&T doing maintenance at the site.</p>	



	<p>Del reminded everyone that GoToMeeting was funded by the 5 Star Team and cost ALMR nothing to use.</p> <p>Bob stated that Kachemak Emergency Services used Webex and they were very pleased with it.</p>	
Next meeting	Discussion	
	Ocie advised the next regularly scheduled meetings were November 2 and December 7.	
Adjournment	Discussion	
	<p>Ocie asked if there were any other comments or 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 October monthly User Council meeting.</p> <p>Motion: Mr. Dave Jones Second: Ms. Tammy Goggia</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:19 p.m.</p>	