



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
T	Gale	Kent	Mr.	Fed Non-DOD, Bureau of Land Management
T	Garrett	Rich	Mr.	DOD US Army, FGA DOIM
T	Goggia	Tammy	Ms.	Municipalities Central
T	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD, <b>Chair</b>
T	Kaizer	Bill	Mr.	Fed Non-DOD, FBI
T	Lampshire	Chris	Mr.	Fed Non-DOD, US Forest Service
T	Leveque	Matt	MAJ	SOA DPS, AST
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
P	Pentimore	Lee	MSgt	DOD USAF, JBER
U	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
T	Skinner	Nate	Mr.	SOA All Others, DNR Forestry

Alternate				
N/A	Arasz	Paul	Mr.	Fed Non-DOD, FBI
N/A	Boyle	Steve	Mr.	Municipalities Central, Assistant Chief KES
T	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
N/A	Jones	Dave	Mr.	DOD USAF, Eielson AFB
N/A	Kain	Paul	Mr.	Fed Non-DOD, USFS
P	Paniza	Dennis	TSgt	DOD USAF, JBER
N/A	Patz	Greg	Mr.	SOA DOT
E	Wolfe	John	Mr.	Fed Non-DOD, US Fish & Wildlife Service
	VACANT			Municipalities Southeast
	VACANT			SOA DPS, AST
	VACANT			DOD, US Army

**Supporting Staff and Guests:**

P	Conant	Travis	Mr.	System Manager
P	Landers	Jeffrey	SSg	673 <sup>rd</sup> Communications Squadron
P	Leber	Rich	Mr.	Technical Advisor
P	Kilbourne	Randy	Mr.	SOA ETS
P	Richter	Bruce	Mr.	OEC Region X Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
T	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SATS/ETS Manager



2. Meeting Minutes and Action Items.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Call to Order</b>	Deputy Chief Brad Johnson asked Major Matt Leveque if he had intended to officially turn over the duties as the Chair at the last meeting and Matt stated he had.  Brad called the meeting to order at 1:39 p.m.	
<b>Roll Call</b>	Roll call was taken and a quorum of User Council (UC) members was in attendance.	
<b>Introduction of Guests</b>	There were no special guests.	
<b>Previous Meeting Minutes</b>	Brad asked the council members if they had reviewed the minutes from the May meeting and had any requested changes. There were none. A motion was requested for approval of the minutes.  <b>Motion: Accept the May 6, 2015, meeting minutes, as written.</b>  <b>Motion:</b> Mr. Ocie Adams <b>Second:</b> Major Matt Leveque  There were no objections. The motion <b>passed</b> .	
<b>Issues &amp; Risks Log</b>	<b>Active Issues</b>	<b>Action Items Assigned</b>
	<b>Item #57 remains open.</b> The DPS and the USARAK alternate positions remain vacant.  The JBER primary and alternate positions have been filled and await Executive Council approval.  <b>Item #60 remains open.</b> <b>Opened 9/3:</b> The After Action Review (AAR) was held on August 21 at the Kenai Borough Emergency Operations Center (EOC); item to remain open until publication of the AAR report. <b>Update:</b> There was no change in the status.	
	<b>Pending Issues</b>	
	There were no pending issues.	
	<b>Issues Closed at, or since, last meeting</b>	
	There were no issues closed.	
<b>Action Items Review</b>	<b>Opened Items</b>	<b>Resolution</b>
	There was one action item from the May meeting regarding nominations for the special election to fill the Vice Chair position, effective Jul 1. This item was completed by the Operations Management Office and is closed.	



<b>Operations Management Office</b>	<b>Mr. Del Smith, Operations Manager</b>	<b>Action Items Assigned</b>
<p><b>Service Level Agreement (SLA)</b></p> <p><b>Birch Hill Master Site</b></p> <p><b>Annual Inventory</b></p> <p><b>FY16 Membership Agreements</b></p> <p><b>April Document Reviews</b></p> <p><b>May System Metrics</b></p>	<p>1. Mr. Del Smith briefed the council members that the update to the SLA was still with the Alaskan Command who was routing it to the services for coordination and approval.</p> <p>2. Del advised the council that there were three bids received to install a new battery plant at the Birch Hill site.</p> <p>Mr. Rich Garrett stated he has no updates on the selection but had sent the funding request to US Army-Pacific. He briefed his intent was to execute the maintenance against the System Management Office (SMO) contract.</p> <p>Del stated the would probably need to add a new contract line item number (CLIN) to the Infrastructure Operations and Maintenance Services (IOMS) contract specific to this requirement.</p> <p>Mr. Travis Conant, System Manager, briefed he would have to discuss it with the budget administrator, but that this approach sounded correct.</p> <p>Del expressed his desire to get this completed as soon as possible to prevent any further impact to Zone 2.</p> <p>Rich stated he would also like to get the battery plants at the five Army sites included in the maintenance agreement, as well.</p> <p>3. Del advised the council there was one agency remaining who had not completed its inventory and returned the form. He expressed his desire to try one more time to contact the agency and resolve the matter before seeking the council's approval to send the agency a 30-day notice regarding removing them from the System.</p> <p>Brad asked if there were any objections to this course of action and there were none.</p> <p>4. Del stated currently over one third had been signed and returned by the System member agencies.</p> <p>5. Del advised the council that the OMO had made minor changes to, and approved, the Technology Policy and Procedure.</p> <p>6. Del stated both voice calls and busies were up from the previous month. He noted the latest Funny River fire caused part of the increase in the number of busies. Specifically, he noted the Kasilof site had busies, which hadn't occurred since the capacity upgrade.</p>	<p>.</p>



	<p>Del briefed the Nenana site, which had also had many of the busies, had a lot of trooper activity and possibly Forestry. Del also stated Joint Base Elmendorf-Richardson had also been participating in an exercise, which spiked the Blueberry Hill traffic. He stated the heavy usage at Blueberry made it a good candidate for upgrade but there were frequency issues involved, which would make an upgrade more difficult. Del noted adding a site across the water would be a better option.</p> <p>Del stated the Goose Bay area would be a good location and asked if the tower there was 500 feet. Mr. Rich Leber advised the group it was closer to 800 feet.</p> <p>Del suggested if funding ever became available this would be a good location to add a site because it wouldn't be a green site, as some infrastructure already existed there.</p> <p>Ocie asked how much it would cost to put a repeater there, and Del stated he thought it was around \$50K.</p> <p>Travis advised that was a pretty close estimate.</p> <p>Mr. Greg Eubank stated the MatSu Borough was doing a lot of work out in that area and it would be a perfect opportunity for them to get the area coverage they need.</p> <p>Del briefed MatSu was currently putting some funds into their VHF conventional system and remain concerned about the future cost of utilizing ALMR. He pointed out they have about 900 subscribers but only have 100 programmed onto the ALMR System.</p> <p>Greg stated it might be a good time to inquire with them since they have new leadership and get them on board with ALMR.</p> <p>Del advised he would try to bring the new MatSu Borough Emergency Manager in to discuss the possibilities with Mr. Scott Stormo.</p>	
<p><b>System Management Office</b></p>	<p><b>Mr. Travis Conant, System Manager</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>Periodic Maintenance Inspections</b></p> <p><b>FY16 IOMS Budget</b></p> <p><b>Transportable Deployment</b></p>	<p>Travis advised the SMO was currently working on the fiscal year 2016 periodic maintenance inspection (PMI) schedule, which would be affected by the budget reduction.</p> <p>Travis stated he was still working with Scott to finalize the FY16 budget.</p> <p>Travis briefed the Transportable Area South (TAS) had been deployed last week to the Marine Reserve Center on Joint Base Elmendorf-Richardson for an exercise and all went well. He</p>	



	stated there was a VIP tour on Thursday which included many local area business leaders.	
<b>State of Alaska</b>	<b>Mr. Scott Stormo, SOA</b>	<b>Action Items Assigned</b>
<b>State of Alaska FY16 Budget</b>	Scott stated he didn't know much more regarding the FY16 budget than he did from the last meeting. He advised if the State starting laying off people, Enterprise Technology Services would only have a skeleton crew on duty. He also briefed if it got to that point they would figure it out when the time comes.	
<b>Department of Defense</b>	<b>Mr. Tim Woodall, ALMR DOD Representative</b>	<b>Action Items Assigned</b>
	Mr. Tim Woodall was not in attendance; therefore, no update was provided.	
<b>Old Business</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
	There were no Old Business items.	
<b>New Business</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
	There was no New Business items.	
<b>Next meeting</b>	<b>Discussion</b>	
	Brad announced the next two regularly scheduled meetings were July 1 and August 5.	
<b>Adjournment</b>	<b>Discussion</b>	
	<p>Brad advised the group this was Major Leveque's last meeting pending his retirement, effective July 1. He stated he wanted to personally thank Matt for his leadership of the council, since its inception, and for the herculean effort he had put into the job as the Chair.</p> <p>Brad told Matt directly he really enjoyed working with him and congratulated him on his upcoming retirement.</p> <p>Matt stated it was a pleasure to work with people who were committed and passionate about public safety and interoperable communications.</p> <p>Ocie advised the DOT echoed Brad's comments.</p> <p>Tammy stated there were going to be a lot of grieving individuals when Matt was gone and he would be extremely missed.</p> <p>Brad asked if there were any other comments or any further business for the group.</p> <p>Hearing none, he requested a motion to adjourn the meeting.</p> <p><b>Motion: Adjourn the June monthly User Council meeting.</b></p> <p><b>Motion:</b> Ocie <b>Second:</b> Rich</p>	



Alaska Land Mobile Radio

*ALMR User Council  
Meeting Minutes*

*Date: June 3, 2015*

	There were no objections. The motion passed.  The meeting adjourned at 2:05 p.m.	
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