



Alaska Land Mobile Radio

**ALMR User Council
Meeting Minutes**

Date: July 1, 2015

1. Attendance.

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

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

Alternate				
U	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
U	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
N/A	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
U	Jones	Dave	Mr.	DOD USAF, Eielson AFB
U	Kain	Paul	Mr.	Fed Non-DOD, USFS
P	Paniza	Dennis	TSgt	DOD USAF, JBER
T	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	Adams	Steven	Lt	DPS, AST
T	Conant	Travis	Mr.	System Manager
P	Leber	Rich	Mr.	Technical Advisor
P	Richter	Bruce	Mr.	OEC Region X Coordinator
P	Rockwell	John	Mr.	DPS, 911 Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
T	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SATS/ETS Manager
P	Woodall	Tim	Mr.	DOD ALMR PM/COR



2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Deputy Chief Brad Johnson called the meeting to order at 1:35 p.m.	
Roll Call	Roll call was taken and a quorum of User Council (UC) members was not in attendance.	
Introduction of Guests	There were no special guests.	
Previous Meeting Minutes	Brad advised the group a motion could not be presented for the June meeting minutes because there was no quorum present. He instructed the group the June minutes would be voted on at the August meeting instead.	
Issues & Risks Log	Active Issues	Action Items Assigned
	<p>Item #57 remains open. The DPS primary and alternate positions, and the USARAK alternate position, remain vacant.</p> <p>The JBER primary and alternate positions have been filled and were approved by the Executive Council.</p> <p>Item #60 remains open. Opened 9/3: 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. Update: There was no change in the status.</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
	There were no actions items from the June meeting.	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
Special Election – Vice Chair	<p>1. Mr. Del Smith announced the special election was held and requested Ms. Sherry Shafer announce the results. She stated Mr. Ocie Adams had been selected as the Vice Chair until the next regularly scheduled election at the end of the calendar year.</p> <p>Although Ocie was on leave, Brad offered his congratulations on his selection.</p>	



<p>Service Level Agreement (SLA)</p>	<p>2. Del briefed there was no change in the status and the SLA was still at Alaskan Command (ALCOM) for coordination of signatures among the service components.</p>	
<p>Birch Hill Master Site Battery Plant</p>	<p>3. Del reminded the council members that battery plant at the Birch Hill Master Site had failed back in April. He stated several proposals had been received but there had been no progress yet with getting it replaced. Del emphasized the criticality as the North Zone controller and proposed that Brad send a letter to the Department of Defense (DOD) Co-Chair on the Executive Council, Colonel Harold Hoang, regarding the lack of action by US Army-Alaska (USARAK). Del stated the Operations Management Office (OMO) would prepare the draft letter.</p>	<p>1. OMO to prepare draft letter regarding the lack of progress for the Birch Hill battery plant replacement.</p>
<p>Draft FY17 OMO/SMO Budget</p>	<p>3. Del advised the council the OMO had prepared the draft budget for State of Alaska (SOA) FY17 and it was ready for presentation to them. He stated the FY15 budget levels were utilized and no funding reductions currently imposed against the System Management Office (SMO) were included. Del stated it was not acceptable in the long-term to continue to underfund the operations and maintenance functions.</p> <p>Del noted that other items included were the System Upgrade Assistance (SUA) costs and the System Update Services (SUS) costs, as well as the costs for the Defense Information Assurance Certification and Accreditation Process (DIACAP) recertification. He also pointed out the budget contained other items that should be funded for training, travel, periodic maintenance inspection (PMI) oversight and staff functions.</p> <p>Mr. John Rockwell asked if he and Lt Steven Adams could get a copy of the proposed budget and the request was approved.</p> <p>Brad stated he hoped someday the Annual User Council (UC) Training Conference would be funded again and questioned whether it should continue to be included.</p> <p>Del advised he felt it was important to continue to list the items the UC felt were relevant and provide for a viable system, as opposed to taking them out.</p>	<p>2. OMO will request votes of approval via email from the council in order to move the budget to the Executive Council at their August meeting.</p>
<p>Sockeye and Card Street Fires</p>	<p>4. Del stated, as everyone was aware, that these fires and caused a lot of activity on the System and caused a lot of damage. He reminded everyone that last year when additional channel capacity was added to the Pipeline site, after the Funny River Fire, everyone speculated it wouldn't be needed again, but he advised it got hit again hard during these events. Del briefed the site had 50 busies in a single day because it was in the middle of all the action.</p>	



Annual Subscriber Inventory	5. Del advised the council the annual inventory was complete and all agencies with radios on the System had returned their forms.	
FY16 Membership Agreements	6. Del stated there were only four agreements still outstanding. He advised he had mailed the Manley Hot Springs agreement to the agency on June 26 and the three DOD service component agreements were still at ALCOM for signature. Del briefed, as he understood it, there had been several change of commands, which were delaying the process. He notified the council that Tolsona FD had transferred its firefighting responsibilities to GlenRich Fire Rescue and the OMO and SMO were working with them to get the subscribers transferred within the System, as well. Del also advised the council that the Aleutian-Pribilof Island Association was not renewing their agreement because the responsibility for the St Paul Island Clinic had been transferred to South Central Foundation. He noted the St Paul Department of Community Safety and Peace would be taking those radios into their count. Mr. Tim Woodall stated both the Communications Squadron commander for the Air Force installations, as well as the 59 th Signal Battalion commander, had all had permanent changes of station at the same time and the exiting commanders had deferred the agreements to be signed by the incoming commanders instead.	
June Document Reviews	7. Del briefed the council the Key Management Facility Policy and Procedure, Risk Management Plan, Information Assurance Awareness Policy and Procedure and the Operations and Maintenance Organizational Structure Chart had all been updated with only minor changes and approved by the OMO.	
June System Metrics	8. Del noted there were spikes concurrent with the recent multiple fires, which there were several still active within the ALMR coverage footprint. Mr. Greg Eubank wondered if there were any discussions regarding dynamic regrouping storm plans. He stated there was nothing at the statewide level. Tim asked if the UC mandated standard had been exceeded due to the fires and Del stated it had not been.	
System Management Office	Mr. Travis Conant, System Manager	Action Items Assigned
FY16 IOMS Contract	1. Mr. Travis Conant advised the SMO FY16 contract was in place but they had taken almost \$1M in cuts. He stated those were in the areas the council had previously discussed – board repair and technical services. He also noted the SMO was	



<p>Periodic Maintenance Inspections/ Unscheduled Maintenance</p>	<p>under a break/fix option for site maintenance and all responses must be coordinated with Enterprise Technology Services (ETS).</p> <p>2. Travis advised the PMI schedule was also put together and he would be working closely with Mr. Scott Stormo. If there was maintenance to be done at a site, the SMO would try to do the PMI at the same time to maximize the use of resources.</p> <p>Tim asked if the SMO had gotten a contract from the DOD and Travis stated they were still missing some Task orders (TOs) from USARAK.</p>	
<p>State of Alaska</p>	<p>Mr. Scott Stormo, SOA</p>	<p>Action Items Assigned</p>
<p>State of Alaska FY16 Budget</p>	<p>Scott stated the budget was finally signed but the cuts were pretty severe. He advised his gut fear is everyone will make do with what they have and the higher ups will then see the cuts as “a good thing.” He emphasized that the budget issues need to be elevated to the commissioners and they need to be aware of how important it is to fight for the funding. Scott stated if there is no bad news coming into the Department of Administration (DOA) commissioner’s office, then it doesn’t get to the top of his list. He stated it would go a long way to restoring funding if the other department commissioners would engage DOA.</p> <p>Del noted during his time in State government, if you don’t ask for it, it doesn’t get considered. He emphasized that it is critical DPS, DOT, DHS&EM, DEC, DNR, HSS and DOD, who are all major users of the System, speak up, and they need to start right away.</p> <p>Scott agreed that the other commissioners need to tell the story because DOA has not radios on the System other than ETS. He pointed out most of ETS would have been laid off, if the budget hadn’t been passed.</p> <p>Greg asked if it would make a difference if ETS fell under the Department of Public Safety (DPS).</p> <p>Scott advised that ETS used to be under DOT, but when the division move was proposed, DPS didn’t want them.</p> <p>Brad stated it is also an added challenge with the current availability of replacement parts, because it is hard to show a problem until we start running out of them.</p> <p>Scott stated he made the same point to his commissioner. He also pointed out that capital requests never make it out of the DOA office.</p>	
<p>Department of Defense</p>	<p>Mr. Tim Woodall, ALMR DOD Representative</p>	<p>Action Items Assigned</p>



<p>Outstanding ALMR Documents</p>	<p>1. Tim stated the SLA and membership agreements would be signed as soon as the new commanders were in place and up to speed on ALMR.</p>	
<p>IOMS Contract</p>	<p>2. Tim advised the Air Force money was already in place and the Army money was in Alaska but contracting was still working to getting it transferred to the contract. He added the microwave shots at Eielson will be an unfunded requirement.</p>	
<p>SUA/SUS/DIACAP</p>	<p>Tim reminded the council this was the last year under the current contract and the State would be responsible for the procurement of the next contract. DOD would then sole source to the State with whoever they chose as the contractor. He noted there is no clear direction at this time regarding how the contract sharing with the State will work, so both agency contracting officer need to work on this as soon as possible.</p> <p>3. Tim noted with System is currently three years out from a required SUA update. He stated it will be a very hard sell ahead to not only restore, but to increase the funding to cover the SUA, which will encompass a lot of equipment end-of-life costs. Tim pointed out without the SUA and SUS, the System could face a loss of DIACAP certification and if that occurred, the Federal agencies would be forced off the System.</p> <p>Tim emphasized the DOD and other Federal agencies need to engage their own leadership, as well as the State commissioners on the consequences of this scenario. Tim stated the criticality of acting in the short time ahead and that these are critical milestones, which may cause the demise of the cooperative and require a concerted effort toward maintaining the cooperative partnership.</p> <p>Scott pointed out that with enterprise systems, it's always looked at regarding what the customer needs and not what ETS, who is viewed as the maintenance shop, needs. He noted if people are using it and it's working, leadership views it as "all is going great."</p> <p>Tim asked Mr. Bruce Richter if there were any compliance issues with SAFECOM that could be used as avenues of communication to leadership.</p> <p>Bruce stated the State customers need to engage and to the extent they can be enumerated, point out the risks and opportunities of the System.</p> <p>Tim also pointed out the repeaters are at their end of life and there is no depot repair available; plus with escalating costs and funding reductions every year, it is possible the System may end up being broken apart. He emphasized the need for the UC and the EC to put together working groups that address the impacts</p>	



	at the operational level and also the challenges to the funding and cooperative, respectively.	
Old Business	Discussion	Action Items Assigned
	There were no Old Business items.	
New Business	Discussion	Action Items Assigned
ALMR Working Group	<p>1. Tim proposed a working group be formed to develop a life cycle management plan and talking points to educate commissioners and legislators. He stated the first course of action should be the development of a charter to state what the group would provide and then they would put together the documents to support near-term, mid-term and long-term goals for ALMR sustainment.</p> <p>Brad stated he thought this was a good idea and requested the OMO add it to the August UC agenda.</p> <p>Del advised he and Brad should meet to put together a strawman plan.</p>	3. OMO will add item to the UC August agenda reference putting together a working group.
Upcoming Important Events	<p>2. Bruce advised the council the FEMA Interagency Regional Working group take place from Sep 1 – 2. The location is still to be confirmed.</p> <p>Bruce also stated the FirstNet Initial Consultation would take place at the Crime Lab on September 9 from 8:30 – 4:30pm, with a limit of 40 participants due to seating space.</p>	
Fiber Attacks	3. Bruce stated there had been a pattern of fiber attacks along the West coast recently and the FBI had issued a warning bulletin; if fiber goes out – comms go out.	
New GETS/WPS App	4. Bruce advised the council there was a newly released android app, which was DHS funded, now available for GETS/WPS applications.	
FirstNet and NextGen 911	5. Brad briefed that NPSTC had recently released a new document, which discussed FirstNet and NextGen 911.	
Next meeting	Discussion	
	Brad announced the next two regularly scheduled meetings were August 5 and September 2.	
Adjournment	Discussion	
	There was no request for a motion of adjournment due to the lack of a quorum of User Council participants.	
	The meeting adjourned at 2:48pm.	