

Date: February 5, 2014

1. Attendance.

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

#### User Council Members

	Primary				
Т	Adams	Ocie	Mr.	SOA DOT&PF	
				Municipalities Central, Bear Creek Fire Service	
E	Beals	Mark	Chief	Area	
Е	Fronterhouse	Bev	Ms	Fed Non-DOD, Bureau of Land Management	
Т	Halden	Jordan	Mr.	SOA All Others, DNR Forestry	
Е	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD	
Т	Lampshire	Chris	Mr.	Fed Non-DOD, US Forest Service	
Р	Leveque	Matt	MAJ	SOA DPS, AST, Chair	
Т	Martin	Chris	Mr.	DOD USAF, Eielson AFB	
	VACANT			Fed Non-DOD, FBI, Vice Chair	
U	Mitchell	William	Mr.	DOD USAF, JBER	
U	Sell	Kris	Lt	Municipalities Southeast, Juneau PD	
U	Williams	Rick	GS-12	DOD US Army Alaska	

	Alternate				
U	Arasz	Paul	Mr.	Fed Non-DOD, FBI	
Т	Flowers	Alvin	Mr.	Fed Non-DOD, TSA	
т	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager	
Т	Goggia	Tammy	Ms.	Municipalities Central, Soldotna AST Dispatch	
N/A	Jones	Dave	Mr.	DOD USAF, Eielson AFB	
N/A	Kain	Paul	Mr.	Fed Non-DOD, USFS	
U	Lewis	Mike	Mr.	Fed Non-DOD, US Fish & Wildlife Service	
N/A	Patz	Greg	Mr.	SOA DOT	
	VACANT			DOD USAF, JBER	
	VACANT			SOA All Others	
	VACANT			DOD US Army	
	VACANT			SOA DPS, AST	

### Supporting Staff and Guests:

Р	Borg	Casey	Mr.	System Manager
Т	Crider	Michael	LCDR	US Coast Guard District 17
Р	McGrath	Max	Mr.	SOA ETS Program Manager
Р	Richter	Bruce	Mr.	OEC Region X Coordinator
Р	Rockwell	John	Mr.	State 911 Coordinator
Т	Shafer	Sherry	Ms.	Document Specialist
Р	Smith	Del	Mr.	Operations Manager
Р	Stormo	Scott	Mr.	SOA ETS
Т	White	Sharon	Ms.	SOA ETS
Т	Williams	Jeremy	CWO	US Coast Guard District 17



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### 2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Major Matt Leveque 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	There were no special guests.	
Previous Meeting Minutes	The minutes from the January meeting were reviewed. Matt explained to the council there was a correction on page 7 under New Business he had not previously responded to. He provided the correction and asked for a motion of approval with the amendment to the minutes. Motion: Accept the January 8, 2014, meeting minutes, as	
	amended.	
	Motion: Mr. David Gibbs Second: Mr. Ocie Adams	
	There were no objections. The motion passed.	
lssues & Risks Log	Active Issues	Action Items Assigned
	Item #57 – This item remains open due to the fact the DPS alternate, SOA-All Others alternate and DOD US Army alternate positions are all vacant.	
	<b>Update:</b> The OMO advised the council members they were recently advised the alternate DOD-JBER represented had retired and that position was now vacant.	
	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 not action items from the January meeting to review.	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
Encryption	1. Mr. Del Smith advised the council that recently there was an agency utilizing ALMR who believed their radios were in the encrypted mode. When they responded to a call and entered the civilian residence, they heard the radio transmissions over a civilian scanner inside. Del stated it appeared they were operating in the clear and he stressed that those personnel who utilize subscribers need to make sure they know which button to	



Alaska Land Mobile Radio

# ALMR User Council Meeting Minutes

	use and make sure their radio is in the secure mode.	
	Matt briefed it was some of his troopers out in the valley who had been involved.	
	Del stated agencies should change their encryption code from time to time, but the task is particularly onerous for agencies that have a large number of units spread all over the state.	
	Matt advised DPS was looking into doing that and had re- evaluated if they should do it annually. He briefed they hadn't figured out how to accomplish it in a timely manner without affecting operations.	
IC/OP/Admin/ Regional Zones	2. Del advised the council that recently an agency called the Operations Management Office (OMO), because they were coming up on an exercise, and asked if the IC Zone had changed recently because it didn't match what was in their radios.	
	Del stated he advised the agency the CONOP had the most recent versions of the zone lineup and he had briefed the changes at the May 2012 meeting.	
	Del also advised the agency there was an article in the April 2011 newsletter regarding the change that was to take place effective January1, 2013.	
Next Sites for Upgrade	3. Del briefed the council on the discussion from the meeting between ETS and the OMO and System Management Office (SMO) regarding the next sites to consider for capacity upgrades in the coming year. He explained they had looked at the previous suggestions from the UC as well as the busy reports; the sites discussed were Tok, Tolsona, Glennallen and Willow Mountain.	
	Del stated what he was seeking today was discussion from the council whether they still believed these sites should be the next ones to receive capacity upgrades.	
	Del also advised the council members the decision had been made to temporarily shut off three channels at Fire Station 12 along the Seward Highway. The site was built as a 10-channel site but one channel had never been turned on due to a licensing issue. He explained the SMO turned off the three channels in mid January to see if it would have any affect and so far there was nothing noticeable.	
	Del suggested the channels that had been turned off, as well as the channel not previously licensed, might be available for re- distribution to alleviate the busies at some of the higher traffic	



	sites. He stated the SMO and OMO would continue to watch site usage through the end of February and brief the council at the March meeting on those findings.	
	Matt asked if there were any channels left over from the removal of the Clear site.	
	Del stated he thought, based on all the conversations he had heard, there would be one channel left over but he recommended it go to the Nenana site.	
	Matt asked if the issue was going to be revisited in March, did the council need to make any decisions today.	
	Del stated no, they did not.	
	David stated, aside from the fire season, was there enough busies year round to justify utilizing the additional channels at the proposed sites, or was there an alternate solution that could be employed.	
	Del briefed the recommended ultimate goal was to not have any three channel sites in those areas that could get high volumes of traffic.	
	Mr. Casey Borg stated the Willow Mountain site was high enough that it got hit all year round and it should be upgraded for sure.	
	Matt asked David if he knew of some other technical solution rather than adding additional channels; David responded he did not have the technical knowledge regarding that.	
	Casey advised the council once the decisions were made, it would take some time to accomplish. They had to get FCC approval, order the appropriate equipment for the site and reprogram the combiners with the new frequencies.	
Annual Subscriber Inventory	4. Del reminded the council regarding the single finding and recommendation from the Legislative audit and the Executive Council's direction to ensure it was addressed. He stated although the System Management Office (SMO) Asset Manager sends out an inventory audit in Oct each year, the OMO followed up with a letter to each agency with a confirmation form attached.	
	Del advised about half of the agencies have responded to date.	
Document Reviews	5. Del briefed the council the OMO had updated and approved the New User Policy and Procedure and the ALMR Concept of Operation (CONOP) with no substantial changes. He stated the	



	council could request the marked up copy if they wished to review what changes had been made.	
January Metrics	6. Del stated there were no big surprises with the metrics; they were up from the previous year although as the number of subscribers increased this would be the normal progression.	
System Management Office	Mr. Casey Borg, System Manager	Action Items Assigned
Other Vendor Consoles	1. Mr. Casey Borg stated he and Mr. Max McGrath, ETS, had discussed the ability to tie in other vendor consoles since the 7.13 System software upgrade. He advised the SMO would still vette all hardware to comply with security rules and submit any System Change Requests (CRs), as appropriate.	
	Mr. Jordan Halden asked if Casey could confirm we had the capability right now to support other consoles on the System such as Zetron and Avtec; Casey stated no.	
	Max advised that there was a deadline at the upgrade to the 7.15 platform to replace the Gold Elite consoles and currently there was no funding included in the Governor's budget to address this issue. He advised the State and the DOD agreed to extend the timeline for the next platform upgrade in order to obtain funding.	
	Max expressed the need to have that formal vetting process in place for alternate vendors as soon as possible because there would be the issues of licensing, capacity and technical requirements to work out in order to determine whether new vendor equipment would meet the needs of the agencies.	
	Del reminded the council, if obtaining an alternate vendor console was something they wanted to pursue, the agency would need to follow the CR process. He stressed the System must maintain its compliance with the standards outlined in the Defense Information Assurance Certification and Accreditation Process (DIACAP).	
	Del advised the council he saw in a newsletter article where JVC-Kenwood had purchased EF Johnson. He stated the System currently supported both Kenwood and EF Johnson radios.	
Motorola™ Sales to Foreign Countries	2. Matt asked Casey if there were any security implications with Motorola <sup>™</sup> selling the same products ALMR supports to China given China's ability to reverse engineer products and their track record regarding cyber espionage.	
	Casey stated the potential sale involved the Motorola <sup>™</sup> cell phones, not the Motorola <sup>™</sup> Solutions® radio business.	



	Matt stated he had been asked on several occasions what the process was for leveraging cheaper subscriber units because it seemed the System was "all about Motorola <sup>™</sup> ;" this was one of the chief complaints that always surfaced. He stated the Department of Public Safety (DPS) was looking at a complete overhaul of their Gold Elite consoles in the next few years and he was extremely interested in seeing the testing process vetted as quickly as possible.	
	Max stated the question regarding China was a good one. He suggested the SMO begin the preliminary steps to identify some vendors and set up a test bed for the consoles. This would allow agencies to look at the top vendors and then go through the selection process for their individual agencies.	
	Max asked Casey if he would research other Systems to see if they had a mix of consoles.	
	Del stated he had attended a Public Safety Technology Interoperability Workgroup (PTIG) demonstration at the International Wireless Communications Expo (IWCE) in 2013 where other consoles were integrated and operated with the ASTRO 25 System and it worked in that controlled environment.	
	Max stated if we could consolidate devices on the System, and the easier it was to make it to use, more people would be likely to use it.	
System Subscriber Capacity	3. Mr. Bruce Richter asked Casey if he could address whether there was a move to address capacity constraints pointed out during the upgrade. He gave the scenario of a large earthquake exercise where large numbers of personnel came in from out of state and needed to operate on the System.	
	Casey stated the proper use of the Incident Command (IC) Zone talkgroups, rather than adding talkgroups, would alleviate some of that concern. He advised he thought the issue of concern was during the 7.13 upgrade, Motorola <sup>™</sup> pointed out the number of authorized subscribers allowed on the System had been exceeded.	
	Del interjected it was a licensing issue not a System capacity issue and Casey clarified that during the upgrade this was addressed and the current allotted number of subscriber units the System is now licensed for is 25,000.	
	Bruce asked, if in an emergency situation, would Motorola™ allow that number to be temporarily bumped up.	
	Casey stated he could not speculate on what direction Motorola™ would or would not take regarding emergency	



	subscriber number increases during disasters.	
State of Alaska	Mr. Max McGrath, SOA	Action Items Assigned
Current Projects	Mr. Max McGrath stated ETS was continuing to meet with Casey and Del to discuss areas and projects that still needed attention.	
	He briefed technicians from ETS and the SMO would be going to Delta Junction to conduct coverage testing this month, as promised.	
Department of Defense	Mr. Tim Woodall, ALMR DOD Representative	Action Items Assigned
	Mr. Woodall was not in attendance; therefore no update was provided.	
Old Business	Discussion	Action Items Assigned
	There were no Old Business items.	
New Business	Discussion	Action Items Assigned
ALMR Training	Del advised the council, although it wasn't technically a New Business item, he felt it was important to present.	
	He stated, in the on-going outreach effort, there were two ALMR radio training classes scheduled for February 10 and both were almost full.	
Next meeting	Discussion	
-	Matt announced the next two regularly scheduled meetings were March 5 and April 2.	
	He advised the council it was helpful that the members were letting him and the OMO know when they were unable to attend.	
Adjournment	Discussion	
	Matt asked the council members if there were any additional items for discussion. Hearing none, he requested a motion to adjourn the meeting.	
	Motion: Adjourn the February User Council meeting.	
	Motion: Ocie Second: David	
	There were no objections. The motion passed.	
	The meeting adjourned at 2:17 p.m.	