



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	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
T	Fronterhouse	Bev	Ms	Fed Non-DOD, Bureau of Land Management
T	Halden	Jordan	Mr.	SOA All Others, DNR Forestry
T	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD, Vice Chair
P	Kaiser	Bill	Mr.	Fed Non-DOD, FBI
N/A	Lampshire	Chris	Mr.	Fed Non-DOD, US Forest Service
P	Leveque	Matt	MAJ	SOA DPS, AST, Chair
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
U	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
T	Garrett	Rich	Mr.	DOD US Army, FGA DOIM
	VACANT			DOD USAF, JBER

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

Supporting Staff and Guests:

T	Aragon	David	Lt	DHS&EM
P	Borg	Casey	Mr.	System Manager
T	Gale	Kent	Mr.	Alaska Fire Service
P	Leber	Rich	Mr.	Technical Advisor
P	McGrath	Max	Mr.	SOA ETS
P	Richter	Bruce	Mr.	OEC Region X Coordinator
P	Rockwell	John	Mr.	DPS 911 Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
P	Smith	Del	Mr.	Operations Manager



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	Matt announced there were no special guests present.	
Previous Meeting Minutes	<p>Matt asked the council members if they had reviewed the minutes from the October meeting and if there were requested changes. There were none; therefore, he requested a motion for approval of the minutes.</p> <p>Motion: Accept the October 1, 2014, meeting minutes, as written.</p> <p>Motion: Mr. Ocie Adams Second: Ms. Tammy Goggia</p> <p>There were no objections. The motion passed.</p>	
Issues & Risks Log	Active Issues	Action Items Assigned
	<p>Item #57 remains open. The DPS alternate, USF&WS (alternate to BLM), JBER primary and alternate and the USARAK alternate positions are all vacant.</p> <p>Item #60 remains open. Sep 3 meeting update: 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.</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 June action item that continued to remain open through September.</p> <ul style="list-style-type: none"> Mr. John Lynn to produce a straw man layout for the conventional frequencies/channels for programming into trunked radios and to set up a virtual working group/team for input. (Carry over from June - October, OPEN) 	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned



<p>FY15 Membership Agreements</p>	<p>1. Del advised the council members that Chitina Volunteer Fire Department (VFD) did finally sign their agreement and this action is complete for fiscal year 2015.</p>	
<p>Subscriber Inventory</p>	<p>2. Del briefed that Colonel Harold Hoang, ALCOM J6, signed an inventory form stating all DOD agencies in Alaska could account for their subscriber units. He advised this action was complete but the Operations Management Office (OMO) would begin the process again in January 2015.</p>	
<p>Moose Pass Site Move</p>	<p>3. Del informed the council the Moose Pass site was moved to the railroad shelter location to provide a better coverage shot up around the corner of the highway. He stated the antenna was also now 50 feet higher and this should also help.</p> <p>Del briefed Chief Mark Beals had done some radio testing and the reading near the fish hatchery was 58 RSSI which was better than it had been in the past.</p>	
<p>Wolcott Mountain Site Hardening</p>	<p>4. Del advised the council that Enterprise Technology Services had installed a new shelter at Wolcott Mountain and the equipment had all been relocated to it. He also informed them the generator, which had been exposed to the weather in the past, was now relocated into the old shelter.</p>	
<p>Nominations for Annual Elections</p>	<p>5. Del reminded the council the nominations for the annual election of the Chair and Vice Chair were due to the OMO by November 12.</p>	
<p>Tetra Police Detector</p>	<p>6. Del stated he had recently heard about a new police detector that would pulse when law enforcement was nearby and he wanted to update the council in case they heard anyone talking about it. He explained the technology worked only on a Tetra systems primarily in use in Europe and it would not function with a P25 trunked system.</p>	
<p>Clear Site</p>	<p>7. Del briefed the Clear site location had still not been chosen but he would let Mr. Casey Borg cover this issue under the System Management Office (SMO) update since he had recently been up there.</p>	
<p>October Document Reviews</p>	<p>8. Del advised there had on been one document reviewed in October and that was the Vendor Equipment Evaluation Policy.</p>	
<p>New Member Agency</p>	<p>9. Del briefed the council that Naukati Bay VFD, on Prince of Wales Island, had recently joined the System. He stated he had not been able to connect with the fire chief yet, but he wanted to ensure he managed their expectations because coverage was marginal at best. Del explained the radios they were receiving were EF Johnsons from Fairbanks and were part of a redistribution effort by the Department of Military and Veteran</p>	



<p>October System Metrics</p>	<p>Affairs.</p> <p>10. Del updated the council noting the push to talks were up by 80K and there were only an additional 100 busies.</p> <p>Del advised the council, the Cottonwood Creek site, which continued to have a high busy rate was due upgrade with an additional channel in the next year.</p>	
<p>System Management Office</p>	<p>Mr. Casey Borg, System Manager</p>	<p>Action Items Assigned</p>
<p>Proposed New Clear Site</p>	<p>Casey briefed the Clear site ran into a snag with the Bore site location with available power and they were looking at other possible locations on or near Clear Air Force Station.</p>	
<p>Department of Defense</p>	<p>Mr. Tim Woodall, ALMR DOD Representative</p>	<p>Action Items Assigned</p>
<p>Transportable Area North</p> <p>Transfer of ALCOM to US Northern Command</p>	<p>1. Mr. Tim Woodall advised the council members the transportable units were under contract to be upgraded to GTRs and he anticipated the release of the Transportable Area North (TAN) to the Defense Reutilization Management Office (DRMO) around the middle of 2015.</p> <p>2. Tim explained ALCOM was formerly under US Pacific Command (PACOM) and they had been transferred under US Northern Command (NORTHCOM). He stated they were still a sub-unified command but their mission would be entirely defense support to civil authorities and homeland defense. Tim briefed they were still working through the connotations of the change at this time, as the Air Force and the Army organizations within Alaska still belonged to PACOM.</p>	
<p>State of Alaska</p>	<p>Mr. Max McGrath, SOA</p>	<p>Action Items Assigned</p>
<p>Site Capacity Upgrades</p> <p>ETS Budget Update</p>	<p>1. Mr. Max McGrath advised the council all the combiners had shipped for the sites due to be upgraded with additional channel capacity. He stated he would turn them over to Casey once they were received.</p> <p>2. Max stated the budget was on track for the infrastructure refresh but overall things looked gloomy with oil being at a three-year low. He advised the capital requests for the consoles, Quantars® and System Upgrade Assurance (SUA) are being put forward by the Department of Administration. The Department of Administration will need additional support for justifying the funding from other state agency leadership as the request progresses through the executive and legislative process.</p>	
<p>Motorola™ User Perspective Video</p>	<p>3. Max informed the council members that ETS had gotten approval to do a user-perspective video and Motorola™ would be coming in next week to film. He explained the purpose of the video was to remind the funding bodies why we are here.</p>	



<p>Generator Upgrades</p> <p>Daniels Repeater at Sitka</p>	<p>4. Max briefed that ETS would be putting a new generator in at Sterling and Summit Lake sites and they were still working on the multi-protocol label switching (MPLS) enhancements.</p> <p>5. Max advised the Daniels repeater at Sitka had recently quit, and although it is under warranty, the question was raised regarding making it an ALMR site. He stated there is equipment available that was removed from the Rabbit Creek site that could be used but there is still a requirement for commercial connectivity.</p> <p>Matt asked Ocie if he had any sense of whether the Department of Transportation (DOT) would be interested.</p> <p>Ocie stated absolutely and he thanked Max and the ETS crews for working diligently to improve coverage. He advised he has road crews maintaining the highway year round and better coverage would be a good thing.</p> <p>Max advised that Del was currently researching possible users in the area.</p> <p>Del briefed he had made some calls to the police and fire departments and fire already had P25 radios, which they had bought during the narrow-banding process, and they were very interested. He stated Parks also thought it would be handy. Del reminded the group that Sitka was one of the original sites in the ALMR southeast expansion and Sitka was one of the larger cities in the State so it was a natural fill in location. He recommended the council support the location should funding become available.</p> <p>Max stated another advantage was a lot of the underlying infrastructure was already in place. He explained it would be a low cost but high benefit expansion.</p> <p>Matt thanked Max for his continuing leadership at ETS, stating that ALMR is in a good place right now.</p>	
<p>Old Business</p>	<p>Discussion</p>	<p>Action Items Assigned</p>
	<p>There were no Old Business items.</p>	
<p>New Business</p>	<p>Discussion</p>	<p>Action Items Assigned</p>
<p>Codeplugs and Programming Issues</p>	<p>1. Del advised during the monthly ETS/ALMR meeting, there was discussion regarding code plugs that were be incorrectly created and programmed. He reminded the members there were procedures in place for programming. Del stated one of the obvious ways to prevent improper use with “do-it-yourself” programming was utilizing the State personnel for creating the codeplugs. Agencies should be touching base with the ETS technicians and the non-State personnel should be working closely with their vendors.</p>	



<p>ALMR Coverage Compared to the Population Census</p> <p>Service Level Agreement</p>	<p>2. Del stated he had recently been looking over the 2013 borough census reports and maps and ALMR covers approximately 85 percent of the State's population. He pointed out there were obvious areas not covered because ALMR didn't extend there.</p> <p>3. Del briefed that the Service Level Agreement updates were now complete and he advised the council the OMO had prepared a motion for their consideration to approve the suggested updates and forward it to the Executive Council.</p> <p>Matt asked Del to read the motion, which Del did. Matt asked if there were any objections and hearing none, he asked that one of the council make the motion.</p> <p>Motion: Approve the suggested changes to the Service Level Agreement and forward updated draft to the Executive Council for their review and subsequent approval prior to the coordination and signature by the cooperative partners.</p> <p>Motion: Ocie Second: Mr. Bill Kaizer</p> <p>There were no objections. The motion passed.</p>	
<p>Next meeting</p>	<p>Discussion</p>	
	<p>Major Leveque announced the next two regularly scheduled meetings were December 3, 2014, and January 7, 2015 respectively.</p>	
<p>Adjournment</p>	<p>Discussion</p>	
	<p>Major Leveque asked if there were any other comments or any further business the council wished to discuss.</p> <p>Hearing none, he requested the council provide a motion to adjourn the meeting.</p> <p>Motion: Adjourn the November monthly User Council meeting.</p> <p>Motion: Matt Leveque Second: Mr. Jordan Halden</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:04 p.m.</p>	