



Alaska Land Mobile Radio

*ALMR User Council  
Meeting Minutes*

*Date: October 1, 2014*

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
E	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
E	Fronterhouse	Bev	Ms	Fed Non-DOD, Bureau of Land Management
N/A	Halden	Jordan	Mr.	SOA All Others, DNR Forestry
E	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD, <b>Vice Chair</b>
E	Kaiser	Bill	Mr.	Fed Non-DOD, FBI
E	Lampshire	Chris	Mr.	Fed Non-DOD, US Forest Service
P	Leveque	Matt	MAJ	SOA DPS, AST, <b>Chair</b>
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
	<b>VACANT</b>			DOD USAF, JBER

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

**Supporting Staff and Guests:**

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
<b>Call to Order</b>	Major Matt Leveque called the meeting to order at 1:36 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>	Matt announced there were no special guests present.	
<b>Previous Meeting Minutes</b>	<p>Matt asked the council members if they had reviewed the minutes from the September meeting and if there were requested changes. There were none; therefore, he requested a motion for approval of the minutes.</p> <p><b>Motion: Accept the September 3, 2014, meeting minutes, as written.</b></p> <p><b>Motion:</b> Mr. Ocie Adams <b>Second:</b> Ms. Tammy Goggia</p> <p>There were no objections. The motion <b>passed</b>.</p>	
<b>Issues &amp; Risks Log</b>	<b>Active Issues</b>	<b>Action Items Assigned</b>
	<p><b>Item #57</b> remains open. The DPS alternate, USF&amp;WS (alternate to BLM), JBER primary and alternate and the USARAK alternate positions are all vacant.</p> <p><b>Item #60</b> remains open. <b>Sep 3 meeting update:</b> The After Action Review (AAR) was held on August 21 at the Kenai Borough Emergency Operations Center (EOC); <b>item to remain open until publication of the AAR report.</b></p>	
	<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>
	<p>There was one June action item that continued to remain open through September.</p> <ul style="list-style-type: none"> <li>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 - September, <b>OPEN</b>)</li> </ul>	
<b>Operations Management Office</b>	<b>Mr. Del Smith, Operations Manager</b>	<b>Action Items Assigned</b>
<b>Service Level</b>	1. Mr. Del Smith advised the council members that Mr. John	



<p><b>Agreement</b></p> <p><b>FY15 Membership Agreements</b></p>	<p>Lynn, ETS, was still working on the MotoBridge® locations.</p> <p>2. Del stated the agreement for US Army-Alaska (USARAK) had been received on September 10. He also advised the Executive Council had approved the motion put forth by the User Council to remove Chitina Volunteer Fire Department (VFD) with 30-days' notice and the letter had been mailed on September 22.</p> <p>Del briefed Chief Daniel Boone Jr. emailed the OMO after receipt of the letter and stated they radios could be picked up or that he would mail them back.</p> <p>Del advised that, subsequently, he received an email from Ms. Arleen Lenard, Chitina VFD Treasurer Director, stating they wanted to remain on ALMR as it was valuable to their communications. He stated she had advised him their board would deal with the paperwork at their meeting in the next two weeks.</p>	
<p><b>Subscriber Inventory</b></p>	<p>3. Del stated USARAK still remained the only outstanding agency at this time to have not completed their inventory and requested Mr. Rich Garrett update the council on the status.</p> <p>Rich stated they were turning off the radios for the remaining non-compliant agency at Fort Greely and a letter was being routed through the USARAK chain of command to the last units at Fort Wainwright who were out of compliance. He also advised that Colonel Denter had met with ALCOM/J7 to discuss the issue of the Fort Richardson (FRA) – Joint Base Elmendorf-Richardson (JBER) subscribers. Rich stated under the Joint Base agreement, the 673rd Communications Squadron had the responsibility to account for the inventory.</p> <p>Rich asked if this was a calendar-driven event or an annual event.</p> <p>Del advised the System Management Office (SMO) Help Desk sent out the lists each September/October timeframe for agencies to validate. He explained the OMO only required the signed form stating the agencies could verify they'd performed an annual inventory and this was in response to the State of Alaska (SOA) Legislative Audit finding and recommendation to the Executive Council.</p> <p>Mr. Casey Borg explained it was a yearly contractual requirement for the SMO to do the inventory.</p> <p>Del advised that at the September Executive Council meeting, Colonel Hoang, ALCOM/J6, had directed the OMO to send all the information to LTC Glenn Mellor regarding the JBER/FRA inventory status and that had been accomplished.</p>	



<p><b>September Document Reviews</b></p> <p><b>September System Metrics</b></p> <p><b>New Member Agency</b></p>	<p>4. Del briefed the council on the documents review and updated by the OMO during the month of September. They were:</p> <ul style="list-style-type: none"> <li>• System Information Clearing and Sanitization Policy and Procedure 200-4</li> <li>• Information Assurance Control Review Policy and Procedure 200-6</li> <li>• System Incident Response Policy and Procedure 400-2</li> <li>• Site Book Policy and Procedure 400-9</li> <li>• Help Desk Policy and Procedure 400-13</li> </ul> <p>5. Del stated the voice calls had dropped off by approximately 250K, which was consistent for the end of summer. He advised the data allocations had remained fairly flat and the busies had dropped by at least half.</p> <p>6. Del briefed the Chickaloon Tribal Village Justice Department had completed a membership agreement which was approved yesterday. He stated the police chief was Scott Chafin and there at least one other certified police officer.</p>	
<p><b>System Management Office</b></p>	<p><b>Mr. Casey Borg, System Manager</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>Fair Traffic on ALMR</b></p> <p><b>Proposed New Clear Site</b></p>	<p>1. Casey briefed there were only three sites affected by the State Fair traffic – Cottonwood, Alcantra and Bailey Hill. He stated Bailey Hill saw the highest increase in traffic with September 24<sup>th</sup> being the busies day. He advised there were no issues since it was a seven-channel site. Casey stated Cottonwood was the hardest hit with 293 busies with the longest busy at 15 seconds. He stated there were approximately 1,700 more calls per day during the fire with more than 2 hours additional talk time per site.</p> <p>Matt asked where the Cottonwood site was and Casey stated it was in Wasilla near Home Depot.</p> <p>2. Casey briefed the Clear site was going to be re-installed and it would be located at the Clear Bore site. He advised the work was expected to be completed by late December or early January.</p>	
<p><b>Department of Defense</b></p>	<p><b>Mr. Tim Woodall, ALMR DOD Representative</b></p>	<p><b>Action Items Assigned</b></p>
	<p>Mr. Tim Woodall was not present; therefore, no DOD update was provided.</p>	
<p><b>State of Alaska</b></p>	<p><b>Mr. Max McGrath, SOA</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>System Upgrade Assistance (SUA)</b></p>	<p>1. Mr. Max McGrath advised the council today was the first day the SUA was not in affect but there should be no noticeable operational change. He stated SOA was pursuing a stop gap and minimum security patching would continue until the situation was resolved. Max advised the contract was in the procurement</p>	



<p><b>SOA Funding</b></p> <p><b>ALMR Video</b></p> <p><b>Courthouse Bi-Directional Amplifier Systems</b></p>	<p>process at the moment.</p> <p>2. Max stated there was no new news and everything was still on track for the lifecycle refresh.</p> <p>3. Max advised he had given Motorola™ the go ahead to produce a non-vendor specific video focused on why ALMR is important in Alaska featuring customer testimonials. He briefed it should be approximately five minutes long and he may look to some of the user agencies for cameo roles. Max stated he expected it to be completed by the end of November.</p> <p>4. Max briefed that the SOA had recently contracted to do an engineering study for the Boney and Nesbett courthouses in Anchorage for the installation of bi-directional amplifier (BDA) systems, which would allow ALMR and the Anchorage Wide Area Radio Network (AWARN) to function properly in the buildings. He also stated they would be looking at the Fairbanks courthouses next.</p> <p>Matt explained the Department of Public Safety (DPS) office is in the basement of the Nesbett, along with the prisoners, and ALMR does not function there. He stated DPS had secured some capital project funds to address the deficiency.</p>	
<p><b>Old Business</b></p>	<p><b>Discussion</b></p>	<p><b>Action Items Assigned</b></p>
	<p>There were no Old Business items.</p>	
<p><b>New Business</b></p>	<p><b>Discussion</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>FirstNet</b></p>	<p>1. Matt stated the council had previously heard him talk about FirstNet LTE and public-safety-grade cellular to be installed in the future. He explained in the last couple weeks, FirstNet had released a request for industry (RFI) regarding input for a comprehensive solution to be presented at an “industry day.” Matt stated the inputs would be vendor confidential and protected from release but would eventually lead up to a request for proposal (RFP) in the end.</p> <p>Matt briefed there was also a recent public notice issued and it identified a number of vague references such as “rural coverage” and “rural milestones,” but the term rural was never truly defined. He stated he had been in a teleconference with FirstNet today and they were very reluctant to help figure out what the definition of “rural” was.</p> <p>Del asked if anything had come out of the recent consultation meetings at Maryland and Minnesota.</p> <p>Matt stated the process was five steps and the consultation was the first; they basically ask for quite a bit of information during this first step before they ever bring in representative stakeholder groups and secondary users to talk to. He briefed</p>	



<p><b>APCO/NENA</b></p>	<p>all the steps eventually lead up to physically meeting with the governor of the state.</p> <p>Matt advised FirstNet was not currently staffed to handle the amount of work required to gather the data so the initial date of November 15 for completion of the consultations had been slipped to sometime next summer.</p> <p>2. Matt asked Tammy if she would brief the council on the recent meeting.</p> <p>Tammy stated they had just held their annual business meeting and held elections and the same board members would be serving as had the last two years.</p> <p>Tammy advised anyone who was interested from the public safety sector or industry was encouraged to get involved. She stated one of the current issues was the lack of legislation regarding abusive 911 calls and there were no State statutes to arrest or charge individuals for abusing the 911 system. Tammy gave an example of an individual who had called 911 up to 29 times in a short period of time with no apparent emergency and they couldn't be charged with a crime.</p> <p>Tammy stated they had also recently hired a California consulting firm to come in and do training, which consisted of four sessions over two days. She advised Mat-Su and Wasilla had also taken advantage of the training.</p> <p>Tammy briefed anyone who was interested in participating, whether a member or not, was welcome to listen in.</p>	
<p><b>ALMR System Kudos</b></p>	<p>3. Mr. Paul Kain stated he had been out of stated working with crews fighting fires in the lower 48 and the communications he encountered there were terrible. He advised one cellular carrier's backup plan for emergency communications was 30 minutes on a battery and another's was 12 hours of generator operation but the firefighting helicopters had to be used to refuel the generator. Paul emphasized what a great system we have here in Alaska.</p> <p>Matt briefed Verizon was working hard in Alaska to get the State to come on their LTE system.</p> <p>Paul stated they had a truck with a satellite capability which was pretty impressive.</p>	
<p><b>Upcoming Insider Article</b></p>	<p>4. Mr. Bruce Richter stated he had reviewed and edited an upcoming article for the Insider written by Del on emergency access for cellular and it may be useful for many area first responders.</p>	



<p><b>Energy-efficient Buildings</b></p>	<p>5. Bruce advised he heard stories at the Oregon LTE workshop regarding instances where new energy efficient buildings affected both LMR and LTE technologies. He said this should be something that was looked at with regard to any new construction.</p>	
<p><b>National Cyber Security Month</b></p>	<p>6. Bruce briefed October was National Cyber Security Month.</p>	
<p><b>Next meeting</b></p>	<p><b>Discussion</b></p>	
	<p>Major Leveque announced the next two regularly scheduled meetings were November 5 and December 3.</p>	
<p><b>Adjournment</b></p>	<p><b>Discussion</b></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><b>Motion: Adjourn the October monthly User Council meeting.</b></p> <p><b>Motion:</b> Ocie <b>Second:</b> Rich</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:18 p.m.</p>	