



Alaska Land Mobile Radio

***ALMR User Council
Meeting Minutes***

Date: September 3, 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
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
E	Kaiser	Bill	Mr.	Fed Non-DOD, FBI
T	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
T	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
T	Garrett	Rich	Mr.	DOD US Army, FGA DOIM
	VACANT			DOD USAF, JBER

Alternate				
E	Arasz	Paul	Mr.	Fed Non-DOD, FBI
T	Eubank	Greg	Mr.	SOA All Others, DMVA
T	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
E	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
E	Kain	Paul	Mr.	Fed Non-DOD, USFS
N/A	Patz	Greg	Mr.	SOA DOT
T	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:

P	Borg	Casey	Mr.	System Manager
P	McGrath	Max	Mr.	SOA ETS
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 1:33 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 August 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 August 6, 2014, meeting minutes, as written.</p> <p>Motion: Mr. Jordan Halden Second: Mr. Mark Beals</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. Update: Mr. William" Bill" Kaiser was appointed to fill the primary Federal Non-DOD FBI position and that appointment was approved by the Executive Council on August 21.</p> <p>Item #60 remains open. 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 were June action items that remained open through August.</p> <ul style="list-style-type: none"> • OMO to distribute list of conventional repeaters, as provided by Mr. Jordan Halden, to ALMR member agencies. (Carry over from August, CLOSED– list received and action taken will be as outlined below) • 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 August, OPEN)	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
Funny River Fire After Action Review	<p>1. Mr. Del Smith advised the council members he, Mr. Rich Leber, Mr. Joe Quickel, Mr. John Lynn and Jordan had all attended the Funny River fire After Action Review (AAR), where they met with responders from the Kenai and Soldotna areas. He stated the turnout was not as big as he had hoped for.</p> <p>Del briefed, that for the most part, they didn't discuss any problems with ALMR with the exception of the busies at the Pipeline site.</p> <p>Del pointed out that neither he nor Casey received any requests for assistance during the fire and the participants in the AAR did not point to any specifics where ALMR failed to work as it should. He advised that Joe would be producing a report and it would be distributed in the near future.</p> <p>Del asked Jordan if there was anything he had missed and Jordan responded that Del had hit on everything.</p> <p>Matt asked Jordan if he had any sense that there was a disconnect among the responding agencies.</p> <p>Jordan advised the fire itself was not prone to issues because they used conventional resources and they had a communications leader (COML) and an Incident Command System (ICS) form 205. He noted it was the increase in the day-to-day traffic on ALMR that seemed to cause issues for the local area.</p> <p>Del stated there was some discussion about restricting traffic at the agency level but there were no agencies on ALMR that should not have been operating in the area.</p> <p>Ms. Tammy Goggia stated she was out of state at the time but she still received phone calls. She believed there should have been a COML and 205 in the Borough Emergency Operations Center (EOC) and there wasn't.</p> <p>Matt asked Tammy if she had a sense if this happened again next week if the Borough would approach it differently.</p> <p>Tammy advised if she were there, she would initiate something at the beginning, as well as some of the area chiefs would, but she could only speculate how others would respond. She stated there was still more planning to be done to be better prepared for future incidents rather than continuing to respond in a</p>	



<p>Subscriber Inventory</p>	<p>Del stated the OMO had prepared a motion to present to the council for their acceptance regarding a recommendation to the Executive Council to remove Chitina from the System.</p> <p>Matt asked the OMO to read the motion and Deputy Chief Brad Johnson stated he had no problems with the verbiage.</p> <p>Motion: Approve, for presentation to the Executive Council for final decision, the recommendation for the removal of the Chitina Volunteer Fire Department as a member agency in the Alaska Land Mobile Radio (ALMR) Communications System for non-compliance with ALMR Cooperative Agreement, Article 11, paragraph 6, "All Users of the System will be required to enter into a written user agreement between the user and the Executive Council, or their designated Executive Agent.</p> <p>Motion: Mr. Ocie Adams Second: Jordan</p> <p>There were no objections. The motion passed.</p> <p>Ocie requested their Talkgroup Sharing Agreement with Chitina be terminated.</p> <p>Jordan requested the effort be made to explain to Chitina that their radios would not operate anywhere on ALMR once shut off.</p> <p>Del advised he had spoken to Chief Boone Jr. about this very thing and Joe had even offered to go out to Chitina personally and train him on the radios and simplex mode and the offer was declined.. He assured the council it would be explained in the letter and the council would have the opportunity to see the letter before it was distributed.</p> <p>Del stated at the last Executive Council meeting Mr. Tim Woodall explained he owed some answers to Colonel Denter but the USARAK agreement was going to be signed.</p> <p>Mr. Rich Garrett stated it was already signed and to his knowledge it was only awaiting Colonel Hoang's signature at this point. He advised he would send a follow-up email to Tim to check on the status.</p> <p>4. Del stated USARAK was the only outstanding agency at this time.</p> <p>Rich advised they would be disabling the subscribers for the outstanding unit at Fort Greely. He stated they would be drafting a memo to the units at Fort Wainwright with a directive to provide the form and this would still probably be 30 – 60 days</p>	
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<p>August Document Reviews</p> <p>August Metrics</p>	<p>out before it was resolved. Rich briefed that for the Fort Richardson units at Joint Base Elmendorf-Richardson, the direction they would be looking is to the 673rd Communications Squadron to provide support but the logistics had not been worked out at this time.</p> <p>5. Del advised the council the OMO had approved the High Level Communications Strategy and the Talkgroup Development Policy and Procedure with non-substantive changes.</p> <p>6. Del stated the voice calls were up, but busies were down. He stated the exercises at the bases up North might have contributed to the increase in voice calls.</p> <p>Matt asked Casey if the increase in voice calls could be associated with the State Fair and Casey said he would look into it. He also asked if there was any correlation between the increase of voice calls, coupled with a decrease in busies, as it related to the capacity increases at the sites.</p>	
<p>System Management Office</p>	<p>Mr. Casey Borg, System Manager</p>	<p>Action Items Assigned</p>
	<p>Mr. Casey Borg stated he didn't have anything additional and everything was status quo.</p>	
<p>Department of Defense</p>	<p>Mr. Tim Woodall, ALMR DOD Representative</p>	<p>Action Items Assigned</p>
	<p>Mr. Tim Woodall was not in attendance; therefore, no DOD briefing was provided.</p>	
<p>State of Alaska</p>	<p>Mr. Max McGrath, SOA</p>	<p>Action Items Assigned</p>
<p>New Shelters Deployed</p> <p>ALMR FY16 Planning</p>	<p>1. Mr. Max McGrath advised the council that ETS had been completing several projects with the State of Alaska (SOA) Telecommunications System (SATS). He stated recently they had utilized a heavy lift helicopter to deploy a new shelter to the Wolcott Mountain site and also one at Chena River for a possible future site.</p> <p>Max explained ETS would be moving all the communications gear into the new shelter at Wolcott Mountain and the old shelter would be utilized to house a new generator to get it out of the weather. He also personally thanked Jordan for his help because ETS couldn't have completed the tasks in such a timely manner without him.</p> <p>2. Max advised the FY16 planning was underway and many good questions were coming out of the Department of Administration (DOA) Commissioner's office.</p> <p>Matt gave Max kudos for working to inform the Department of Public Safety leadership. He stated he had a phone call tomorrow to discuss the criticality of ALMR for public safety responders, as well to address the required refreshes and end-</p>	



<p>Frequency Waiver Renewal</p> <p>System Management Office Contract</p> <p>Memorandum of Agreement</p>	<p>of-life issues for system components. . Matt said it was apparent that Deputy Commissioner Habeger was listening to what ETS was saying about ALMR and supporting them.</p> <p>3. Max stated he was still working with Mr. Woodall on the renewal of the Federal Communications Commission (FCC) waiver renewal.</p> <p>4. Max advised the group he was working with the joint procurement offices and Mr. Woodall on the SMO contract which was up for renewal in SOA FY2016.</p> <p>5. Max briefed the council he was continually promoting the increase in users, voice calls, etc., to demonstrate the value of the ALMR System, and that it was not just “a nice thing to have,” in support of the memorandum going forward for the Governor’s signature.</p> <p>Del stated the Municipality of Anchorage (MOA) was ready to sign whenever the other two partners were ready. He also stated it would be helpful to the have memorandum completed and present it to the Legislature when they go into session for budget discussions.</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>There was no New Business discussion.</p>	
<p>Next meeting</p>	<p>Discussion</p>	
	<p>Major Leveque announced the next two regularly scheduled meetings were October 1 and November 5.</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 September monthly User Council meeting.</p> <p>Motion: Ocie Second: Deputy Chief Brad Johnson</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:15 p.m.</p>	