



1. Attendance Roster

User Council Members and Alternates

P = Present	T = Via Telephone	E = Excused	U = Unexcused
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Primary

E	Adams	Ocie	Mr.	SOA DOT&PF
T	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
U	Claar	William	Mr.	Fed Non-DOD, US Forest Service
	VACANT			DOD, JBER
T	Fronterhouse	Bev	Ms	Fed Non-DOD, Bureau of Land Management
T	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD
P	Leveque	Matt	MAJ	SOA DPS, AST, Chair
U	Mitchell	William	Mr.	DOD USAF, Eielson AFB
P	Murphy	Peter	Mr.	Fed Non-DOD, FBI, Vice Chair
T	Morgan	Leon	Mr.	SOA All Others, DHS&EM (representing all other SOA Agencies)
U	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
U	Williams	Rick	GS-12	DOD US Army Alaska

Alternate

E	Arasz	Paul	Mr.	Fed Non-DOD, FBI
U	Ashley	Freddie	Mr.	DOD USAF, Clear AFS (Eielson Alt)
U	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
	VACANT			DOD US Army Alaska
E	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
E	Halden	Jordan	Mr.	SOA All Others, DNR Forestry
E	Keeney	George	Chief	Municipalities Central, Valdez FD
	VACANT			DOD, JBER
U	Leggett	Ray	Chief	Municipalities Southeast, Skagway PD
E	Lewis	Mike	Mr.	Fed Non-DOD, US Fish & Wildlife Service
U	Patz	Greg	Mr.	SOA DOT
U	Royal	Ronald	Mr.	DOD USAF, Eielson AFB
	VACANT			SOA DPS, AST

Other Attendees

P	Borg	Casey	Mr.	System Manager
T	Erickson	Trygve	Mr.	Municipality of Anchorage
T	Goggia	Tammy	Ms.	Soldotna Dispatch
P	Orth	Gordan	Mr.	Assistant Chief, Central Emergency Services
T	Richter	Bruce	Mr.	OEC Regional Coordinator
P	Shafer	Sherry	Ms.	Operations Document Specialist
P	Smith	Del	Mr.	Operations Manager
T	Tucker	Jeff	Chief	North Star Volunteer Fire Department



P	Woodall	Tim	Mr.	ALCOM/J6
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2. Meeting Minutes and Action Items

Agenda Item / Topic	Discussion	Action Items
Called to Order	Major Matt Leveque called the meeting to order at 1:33 p.m.	
Roll Call	Roll call was taken but a quorum of User Council members was not in attendance.	
Previous Meeting Minutes Approval	The minutes from the April meeting were reviewed.	
Review of I&R Log	Active Issues	
	Item #57 – This item remains open due to the fact the SOA DPS alternate and USARAK alternate positions are still vacant. Both JBER primary and alternate positions are now vacant, as well.	
	Pending Issues	
	There were no pending issues.	
	Issues Closed at, or since, last meeting	
	There were no issues closed.	
Review of Action Items from Previous Meeting	There were two actions items from the March meeting. The one regarding timelines for installation of past green sites remains open.	
Operations Management Office Update	Mr. Del Smith, Operations Manager	Action Items Assigned
AWARN	1. Mr. Del Smith briefed the council that the Municipality of Anchorage did not receive the funds to complete the software update on the AWARN System. Therefore, he was working with Mr. Trygve Erickson, Mr. Jason Beach, and Mr. Casey Borg in developing a plan to utilize the MotoBridge® System and set up semi-permanent patches to ensure that critical public safety voice was still available between AWARN agencies and those on the other zones of ALMR.	
DOD Subscriber Audits	2. Del stated that under the current OMO contract, random quarterly subscriber audits are conducted. He advised to date, only State, Federal Non-DOD and local agencies had been audited. Del stated when he inquired with the SMO as to why the DOD was not audited, the explanation was that they maintained their own subscriber lists, adding and deleting, as necessary. Mr. Tim Woodall advised the council members that the DOD pays for a "touch labor" contract. The company doing the work must be aware of the location of all the subscribers so it really was not required that the OMO do the audits.	



<p>MotoBridge® Utilization</p>	<p>3. Del advised the council that currently the MotoBridge® consoles were either unutilized or underutilized at the locations where they had been installed. One in particular was at Valdez PD, not that they were complaining about it.</p> <p>Tim stated that when ALMR was built it was a DOD requirement for their Military Support to Civil Authorities mission. He advised if they didn't want to house it that DOD could remove it and place it elsewhere.</p> <p>Tim stated it was his understanding that the User Council was going to pursue operationalizing the MotoBridge® system.</p> <p>Del advised that was the previous discussion but that there was no money for training, and most of the dispatchers that had been trained had either moved on or forgotten what they learned. He stated that the State was planning on provided training funding for SOA FY13 and perhaps some of that could be utilized to train on MotoBridge.®</p>	
<p>Site Prioritization</p>	<p>4. Del reminded the council that they had prioritized Kenai and Kasilof as the top two sites requiring capacity increase at the April meeting, followed by Peger Road and Goose Bay. Goose Bay was the next on the list but there was not a current site located there, so it would require more planning. Lastly, was a site at North Pole. Kenai, Kasilof, Goose Bay and Peger Road were identified as the top four lower cost enhancements and North Pole was identified as the number one higher cost enhancement.</p> <p>Major Leveque advised the Executive Council had been briefed and they were on board with the choices of the User Council.</p> <p>Del stated he reminded the council of these, because he wanted to ensure that a solid timeline was implemented to get this accomplished and that "this summer" was not an acceptable response. He emphasized that it was imperative that the frequencies be identified quickly; the combiners could not be ordered without them and this would drive the timeline to completion.</p>	
<p>System Lifecycle Update - Equipment</p>	<p>5. Del advised the council he and Casey would be meeting with Mr. Dwayne Sakumoto, Motorola, to discuss the future timeline for the turnover/replacement of equipment as the future updates occur. He emphasized this needed to be established so agencies did not get into a crunch.</p> <p>Tim recommended the OMO request copies of the SOA and DOD Lifecycle Management Plans which would contain the</p>	



<p>Site Utilization</p>	<p>timelines for equipment replacement.</p> <p>He also stated that the System would now be updated to the 7.13 release rather than the 7.9 release. This would be at no additional cost.</p> <p>Casey stated that the major concerns for the non-DOD agencies would be the Gold Elite consoles, which would be obsolete with the future implementations of the software update.</p> <p>Deputy Chief Brad Johnson stated that Fairbanks had been setting funds aside in preparation.</p> <p>6. Del briefed that now that the System is almost fully implemented, and the OMO can track trends and utilization, it is apparent some sites are underutilized. Skagway and Haines are two of those sites. Part of the reason the Skagway site is underutilized is the topography is prohibitive to a broad coverage area outside the town. DOT would use it more if it reached up the road farther. The original idea for these areas was good, but unfortunately it didn't work out quite as planned.</p> <p>Del suggested the council consider other places that might benefit more from the sites.</p>	
<p>System Management Office Update</p>	<p>Mr. Casey Borg, System Manager</p>	<p>Action Items Assigned</p>
<p>Tolsona</p>	<p>Casey stated that the SMO was looking into a possible "receive" problem for Tolsona. The site showed no subscriber activity in April.</p>	
<p>DOD Update</p>	<p>Mr. Tim Woodall, ALMR DOD Representative</p>	<p>Action Items Assigned</p>
<p>7.13 System Software Update</p> <p>Cost Share</p>	<p>1. Mr. Tim Woodall stated the contract had been awarded as a sole source contract to Motorola.® Tim advised that the statement of work and the proposal had been completed and that the contract should be awarded by May 31 and he expected the State to get their contract in place in July. Tim emphasized no work could begin until both parties had their contracts in place. He also advised the council that the work would occur in three stages and sections of the System would need to be shut down during some of the work but that would be carefully coordinated. The estimated completion was November.</p> <p>2. Tim advised the council that the Executive Council (EC) had been briefed and that for SOA FY13, cost share would be "status quo." The State and DOD would continue to share costs 50/50. Tim stated that for SOA FY14, the method chosen by the Cost Share Working Group was also briefed to the EC, but that there was concern that some of</p>	



<p>Divestiture</p>	<p>the items in the "shared" portion may not be legally allowed under the DOD. Time stated he would be working with Director Pat Shier directly on this issue. It was also agreed that the Non-Infrastructure Owners (NIOs) would pay some portion of the cost share in SOA FY14, and that would be directly negotiated between the State and individual NIOs.</p> <p>Tim advised, with regard to the OMO contract, the DOD would execute a sole source contract for one year (July 1, 2012 to June 30, 2013) directly with Wostmann & Associates. It was also the DOD intent to sole source directly to the State for SOA FY14. Tim also stated all references to Federal agencies would be removed from the statement of work and the contract language. He advised the State would extend services to the Non-DOD Federal agencies effective July 1, 2012.</p> <p>Tim informed the council that all arrears pertaining to Non-DOD Federal agencies were forgiven due to inadequate time to resolve the on-going issues to transfer the funds. He stated no Interagency Agreements would be executed henceforth.</p> <p>3. Tim stated the equipment inventory at the initial 13 sites had been completed and the inventory for the remaining 28 sites had been started. The Memorandum of Agreement regarding the remaining 28 sites was at US Army-Alaska legal office under review.</p>	
<p>SOA Update</p>	<p>Mr. Adam Paulick, SOA ALMR Program Manager</p>	<p>Action Items Assigned</p>
	<p>There was no SOA representative in attendance; therefore, no updates were presented.</p>	
<p>Old Business</p>		
	<p>Del covered "Site Prioritization" under the OMO update.</p>	
<p>New Business</p>		<p>Action Items Assigned</p>
<p>ALMR Expansion</p>	<p>1. Major Leveque advised that Director Shier had mentioned to him some discussions that had occurred between Bethel, ETS and DHS&EM. Bethel was inquiring about putting an ALMR site there. Major Leveque stated that Bethel had some funds they were willing to contribute but the planning was essential.</p> <p>Mr. Leon Morgan stated if this was going to go forward, that ALMR needed to do right if they are going to do it.</p> <p>Tim stated that the Arctic was the area of operations for US Northern Command and that the Navy conducted frequent exercises in the area, as well. He stated Alyeska had a lot of infrastructure in the area and there was the possibility of future military installations in the region. All of this would be critical for consideration as the planning moved forward.</p>	



<p>Long-Term Evolution (LTE)</p>	<p>Major Leveque stated if the System expanded to the West, it would not be the typical microwave that we are currently utilizing, but that it would take advantage of the Terra SW Project as the backbone.</p> <p>2. Major Leveque stated there was a lot of confusion regarding LTE and the current situation with the 700MHz D Block for National Broadband. He stated LTE is basically a cellular system, with very low power. Major Leveque advised the council that currently LTE is only a data network and does not support voice. The other downside is that it would potentially require four times as many sites. Major Leveque stressed that LTE is a long ways from being where public safety first responders could utilize it but that in ten or more years, land mobile radio could become outdated.</p>	<p>1. OMO to provide White House report on telecommunications to Chair and Vice Chair.</p>
<p>Next meeting</p>		
	<p>Major Leveque announced the next regularly scheduled meeting was June 6. Although he had asked council members to come to this meeting prepared to pick an alternate date for the July meeting, there was not a quorum in attendance.</p> <p>Brad stated he was in favor of voting to cancel it. He stated he would not be able to attend the June meeting and he would like to submit his proxy vote to cancel it at this meeting.</p> <p>Ms Bev Fronterhouse stated she would also not be at the June meeting.</p> <p>The decision was made to submit the motion to the User Council members via email for electronic vote.</p>	<p>2. An email for electronic vote by the User Council will be distributed by the OMO.</p>
<p>Adjourn</p>		
	<p>The meeting adjourned at 2:36 p.m.</p>	