



1. Attendance Roster

User Council Members and Alternates

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

T	Adams	Ocie	Mr.	SOA DOT&PF
E	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
U	Claar	William	Mr.	Fed Non-DOD, US Forest Service
U	Dalzell	Jacob	TSgt	DOD, JBER
E	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
E	Mitchell	William	Mr.	DOD USAF, Eielson AFB
E	Murphy	Peter	Mr.	Fed Non-DOD, FBI, Vice Chair
P	Morgan	Leon	Mr.	SOA All Others, DHS&EM (representing all other SOA Agencies)
U	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
T	Williams	Rick	GS-12	DOD US Army Alaska

Alternate

E	Arasz	Paul	Mr.	Fed Non-DOD, FBI
E	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
U	Keeney	George	Chief	Municipalities Central, Valdez FD
U	Leggett	Ray	Chief	Municipalities Southeast, Skagway PD
U	Lewis	Mike	Mr.	Fed Non-DOD, US Fish & Wildlife Service
E	Patz	Greg	Mr.	SOA DOT
	VACANT			SOA All Others
T	Royal	Ronald	Mr.	DOD USAF, Eielson AFB
	VACANT			SOA DPS, AST

Other Attendees

P	Borg	Casey	Mr.	System Manager
T	Halden	Jordan	Mr.	DNR DOF
P	Leber	Rich	Mr.	OMO Technical Advisor
T	Paulick	Adam	Mr.	ETS IT Manager
P	Richter	Bruce	Mr.	OEC Region X Coordinator
P	Shafer	Sherry	Ms.	Operations Document Specialist
P	Sinclair	Kyle	Mr.	AK Association of Chief of Police (ACOP)
P	Smith	Del	Mr.	Operations Manager
T	White	Sharon	Ms.	SOA ETS



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 1:32 p.m.	
Roll Call	Roll call was taken; there was not a quorum of User Council members in attendance.	
Previous Meeting Minutes Approval	The minutes from the January meeting were not reviewed or approved.	
Review of I&R Log	Active Issues	
	Item #57 – This item remains open due to the fact the SOA All Others alternate, SOA DPS alternate, and USARAK alternate positions are still vacant.	
	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 no Action Items from the January 4 meeting.	
Operations Management Office Update	Mr. Del Smith, Operations Manager	Action Items Assigned
AFEA Funds Transfer	1. Mr. Del Smith stated that there had been no change in the transfer of funds since the January meeting. The only completed documents received to date were from BATF&E. The FBI, NOAA, and the FAA have submitted their documents. Mr. Tim Woodall gave a brief synopsis of the history regarding the attempts to transfer funds in the past and up until the present.	
Site Busies	2. Del advised the council that the OMO looks at site busies on a weekly basis, but lately, the three-channel sites are being more adversely affected. He explained that this is due, at least in part, to the many SATS outages.	
2011 Annual Information Assurance Audit	3. Del stated that the OMO compiles the results of their oversight of the SMO Information Assurance responsibilities on an annual basis to present a snapshot. The report is not a contract requirement, but rather a tool to keep the User Council and the Executive Council apprised as to the OMO QA/QC function over System IA requirements.	
2011 Annual Assessment on	4. Del presented the draft 2011 Annual Assessment on System Operations and Management to the council. He	



<p>System Operations and Management</p>	<p>reminded them that this is their report on how they think the SMO and OMO are performing and that the OMO prepares the draft and presents it to the council for review/comment.</p> <p>Major Matt Leveque requested the council review the document and provide any comments to the OMO not later than close of business on February 10.</p>	
<p>SOA Feasibility Study</p>	<p>5. Tim requested that Major Leveque cover the SOA ALMR Feasibility Study.</p> <p>Major Leveque stated that SOA DOA had commissioned World Wide Technologies to do a study on the feasibility of the State moving to a different system than ALMR. He stated that DOA presented that Director Shier, Commissioner Masters, Chief Jeff Tucker Leon Morgan, and Tammy Goggia had all addressed the Senate regarding ALMR.</p> <p>Del advised that one committee member had expressed concern about the number of agencies that were contacted. He stated that an equal representation from each sector had been interviewed.</p>	<p>1. OMO to post the PowerPoint briefing to the ALMR web site.</p> <p>2. OMO to post the '.wav' file to the ALMR web site.</p>
<p>USARAK Equipment Divestiture Inventory</p>	<p>6. Del advised the council members that the inventory was on-going and that of the 13 initial sites with equipment divested, all the road sites except Valdez had been inventoried. Inventory of the high sites was weather dependent.</p>	
<p>Harding Lake</p>	<p>7. Del briefed the council on the repeated failure of the Harding Lake site and the detrimental affect it was having on the System across the Richardson Highway. He provided the history behind the initial failure of the generator transfer panel on Jan 16, which put nine other sites in site trunking. He stated the most recent failure of the panel occurred on Sunday (Jan 29) after another commercial power outage. The State sent a contractor to the site; however, the contractor had no schematics or parts to fix the problem. Eventually, the generator ran out of fuel putting the site on battery power. If not for an intervention by one of the SMO's technicians, who went to the site and flipped the transfer switch manually, the batteries would have died and the site would have shut down completely. Once again, this would have put the other nine sites into site trunking.</p> <p>Mr. Casey Borg stated there is still the issue with the generator but the State was supposed to work on it today (Feb 1).</p>	
<p>Cost Share Working Group</p>	<p>7. Del advised the council that at the Monday meeting (Jan 30), the group had discussed several approaches and</p>	



	<p>methods. A synopsis of those was distributed to ETS Director Shier to review and distribute. Del stated that the working group agreed that for SOA FY13, the Cost Share would remain status quo</p> <p>Major Leveque requested Del summarize the possible methods for SOA FY14 for the council members not in the working group.</p> <p>Del presented the methods to the council:</p> <ul style="list-style-type: none"> • Status quo + SATS • Underwriting maintenance costs (source ambiguous at this time) and share OMO/SMO costs • Underwriting all costs - maintenance and OMO/SMO • State pays all costs <p>Major Leveque mentioned that there was discussion regarding charging for airtime but that this would create all sorts of budget challenges when requesting funds against the unknown, not to mention the record keeping challenges.</p>	
<p>System Management Office Update</p>	<p>Mr. Casey Borg, System Manager</p>	<p>Action Items Assigned</p>
<p>Kodiak</p> <p>Heney Range</p> <p>Consolette Issue</p>	<p>1. Casey stated the Kodiak sites had been moved to fiber and seemed stable.</p> <p>2. Casey advised that Heney Range microwave dish had been realigned, but still had a marginal signal.</p> <p>Deputy Chief Brad Johnson stated that a testament to the flexibility and power of ALMR is the fact that Kodiak AST is dispatched by D Dispatch in Fairbanks.</p> <p>3. Casey briefed the council regarding an outage in Zone #2 over the New Year's holiday. He stated for an unknown reason, four consolettes affiliated to the Tolsona site. This in turn affiliated Fairbanks PD and AST D Dispatch to a 3-channel site, which caused a high number of busies. Casey advised the council he was still trying to discern what caused the anomaly.</p>	
<p>DOD Update</p>	<p>Mr. Tim Woodall, ALMR DOD Representative</p>	
<p>OMO Contract</p>	<p>Tim briefed the council that the 673rd Contracting Office had recommended the OMO contract be extended for six months until the Cost Share and services were resolved with the state.</p> <p>Tim advised the council that in the future, DOD would most likely not execute a new contract for the OMO. Most likely the outcome would be a sole source contract between DOD and the State for all services (OMO, SMO and maintenance). All agencies might have to execute contracts with the State, as well, dependent on the final outcome of the Cost Share.</p>	



SOA Update	Mr. Jim Kohler, SOA ALMR Program Manager	Action Items Assigned
	Mr. Kohler was not present. There was no State update.	
Old Business		
System Utilization	<p>Major Leveque reminded the council members that they had previously been asked to look at the System from a strategic perspective and consider what the User Council could/should be doing.</p> <p>He also reminded them of the discussions regarding the MotoBridge® system and what other ways the council could be looking ahead to better utilize the System.</p> <p>Major Leveque asked the members if they thought a sub-committee should be formed to figure out what degree the agencies on ALMR could perform monthly checks. He asked the members to consider these issues and to come prepared to discuss what ought to be done to improve ALMR at the March meeting.</p> <p>Mr. Jordan Halden asked what the intent of the sub-committee was, if they would be focusing on ALMR only.</p> <p>Major Leveque stated that the focus should be on regular testing but that they should also look at the MotoBridge® and other available connectivity for an overall system of systems approach.</p>	
Next meeting		
	<p>Major Leveque announced the next regularly scheduled meetings are scheduled for March 7, April 4, and May 2.</p> <p>Jordan asked why ALMR didn't utilize "Go To" or similar type on-line meeting software, so meetings could be recorded for those unable to attend.</p> <p>Major Leveque advised that there was no funding to support this.</p>	
New Business		Action Items Assigned
APCO/NENA Western Regional Conference	<p>1. Mr. Bruce Richter advised the council that the APCO/NENA Northwest Conference was being held in Anchorage from February 29 through March 2.</p> <p>The OMO stated the information had been posted to the ALMR web site, as well.</p>	
911 Coordinator	<p>2. Major Leveque stated that AST had just hired the new 911 coordinator in January.</p>	
ETS CIP Items	<p>3. Del advised the group that he had noticed "CIP Items" for Kodiak and Tok on the ETS board in the conference room. He asked the new IT manager if he knew anything about</p>	



Alaska Land Mobile Radio

***ALMR User Council
Meeting Minutes***

Date: February 1, 2012

Site Prioritization/ System Expansion	<p>them and was told that ETS Director Pat Shier planned on addressing them in the near future.</p> <p>4. Major Leveque asked for council to readdress the site listing from the 2008 Annual User Council Conference. He stated he would send it out after the meeting.</p>	<p>3. OMO to research site list and prepare verbiage for the UC Chair.</p>
Adjourn		
	The meeting adjourned at 2:37 p.m.	