



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
T	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
U	Claar	William	Mr.	Fed Non-DOD, US Forest Service
P	Dalzell	Jacob	TSgt	DOD, JBER
T	Fronterhouse	Bev	Ms	Fed Non-DOD, Bureau of Land Management
T	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD, Vice Chair
P	Leveque	Matt	MAJ	SOA DPS, AST, Chair
U	Mitchell	William	Mr.	DOD USAF, Eielson AFB
P	Murphy	Peter	Mr.	Fed Non-DOD, FBI
	VACANT			SOA All Others, DMVA (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	Caldwell	Jim	Mr.	Fed Non-DOD, TSA
U	Fulton	Jeffrey	MAJ	DOD US Army Alaska
T	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
U	Horton	Tia	Ms.	Municipalities Central, Anchorage Fire Department
U	Keeney	George	Chief	Municipalities Central, Valdez FD
E	Lambert	Andrew	Mr.	DOD, JBER
U	Leggett	Ray	Chief	Municipalities Southeast, Skagway PD
E	Lewis	Mike	Mr.	Fed Non-DOD, US Fish & Wildlife Service
E	Patz	Greg	Mr.	SOA DOT
	VACANT			SOA All Others
U	Royal	Ronald	Mr.	DOD USAF, Eielson AFB
	VACANT			SOA DPS, AST

Other Attendees

T	Booker	Andy	Mr.	SOA ETS
E	Borg	Casey	Mr.	System Manager
T	Kohler	Jim	Mr.	SOA ALMR Program Manager
P	Leber	Rich	Mr.	OMO Technical Advisor
P	Shafer	Sherry	Ms.	OMO Document Specialist



P	Smith	Del	Mr.	Operations Manager
T	White	Sharon	Ms.	SOA ETS

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 and a quorum was achieved.	
Previous Meeting Minutes Approval	<p>Minutes from May meeting were reviewed.</p> <p>Motion: Accept May 4, 2011, meeting minutes as amended.</p> <p>Motion: Mr. Pete Murphy Second: TSgt Jacob Dalzell</p> <p>There were no objections. The motion passed.</p>	
Review of I&R Log	Active Issues	
	<p>Item #57 – SOA All Others - both the primary and alternate positions are vacant. The SOA DPS alternate position is vacant, as well.</p> <p>Major Leveque stated he would follow up with Mr. Madden at DMVA on appointments to the SOA All Others positions. He also stated he did not have any names for the SOA DPS alternate position at this time.</p>	
	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	The action items resulting from the May meeting were closed.	
Operations Management Office Update	Mr. Del Smith, Operations Manager	Action Items Assigned
FY13 OMO/SMO Budget	<p>1. Del reminded the Council that the budget document had been distributed after the May meeting. The budget reflected all the areas that were in the Fiscal Year (FY) 2012. The cost figure for the annual audit was eliminated. The Council had previously discussed whether an audit needed to be done each year and concluded that it was not necessary. Del pointed out that the one new item included was cost of the System upgrade to version 7.9. Although no agreement had been made to fund the upgrade, Del stated he wanted the cost to be presented up front to the Executive Council to ensure it was included in the State budget</p>	



<p>Site Busies</p>	<p>discussion. Del advised the council that the Executive Council was tentatively scheduled to meet on June 16.</p> <p>Deputy Chief Brad Johnson made a motion to approve the budget document and requested the floor be opened for discussion.</p> <p>Major Leveque opened the discussion by advising the council that Mr. Jim Kohler had asked to meet with him, Mr. Tim Woodall, and Del to discuss the budget. Major Leveque stated he had talked to Jim and the Legislature was not only asking for the \$150K in program receipts that they had originally asked for in FY11 but had added another \$150K for the upcoming State of Alaska (SOA) FY12 budget beginning July 1. This may continue in future budgets, as well.</p> <p>Del stated his understanding was that SOA was going to fund their share of the OMO/SMO but the area impacted would be site maintenance funding.</p> <p>Pete mentioned the cost of the upgrade significantly increased the overall budget. Del stated that we needed to plan for the upgrade so the discussions can begin to occur at the User Council, Executive Council, and State. He also said that DOD was moving to fund it and SOA was looking at a potential CIP.</p> <p>There was no further discussion. Major Leveque reintroduced the motion and asked for a second.</p> <p>Motion: Approve the draft SOA FY13 OMO/SMO budget for submission to the Executive Council.</p> <p>Motion: Brad Second: Pete</p> <p>There were no objections. The motion passed.</p> <p>2. Del advised the council that the metrics were not available because the month had just ended and the SMO had to be allotted time to retrieve them. However, he did have the site busies for both zones.</p> <p>There were some long busies - Summit Lake had a 20 second busy. Del had the SMO pull a report for him and explained to the council how the busies correlate to talkgroup usage. Del stated that Mr. Casey Borg, in the past, had talked about reducing the number of talkgroups. The smaller sites (fewer channels) are the ones being impacted the most.</p>	
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	<p>Major Leveque stated this was a good time to talk about this issue because AST had been talking with the Municipality about how they will be able to communicate between AWARN and ALMR. This is certainly something to take into consideration in order to avoid overloading the System.</p> <p>Brad advised the council that on Friday, May 20, they had simultaneously, a head-on collision in Fairbanks, a brush fire in town that threatened a four-block area and ended up being a mutual aid event, and the start and rapid expansion of the Moose Mountain fire.</p> <p>They had experienced a significant number of busies among first responders including the dispatch console who can talk over anyone. Capacity during major events may not be sufficient.</p> <p>Del stated on that day there was a router problem in the North Zone which may have exacerbated the situation. Many of the sites in the general Fairbanks area had significant busies on May 20.</p> <p>Major Leveque stated that due to the number of talkgroups agencies have it may give the illusion no one else is talking. He said there were two possible options. One could be to perhaps look at using "traffic minimize" procedures during large scale or multi-agency events. The other option is if the number of talkgroups is reduced it may give everyone a sense of the load on the System and it may help them to reduce unnecessary chatter.</p> <p>Brad stated that they do use the FNSB TAC talkgroups during multi-agency responses, which helps minimize the number of talkgroups in use, but this doesn't necessarily minimize the number of voice calls. He stated it may be problematic to try to put it into practice because there are so many people with so many agencies that they just don't have control over.</p> <p>Major Leveque stated that with the Troopers, they seem to be either on or off. He stated that perhaps they could look at how they respond and during situations that maybe they can elect to not call for routine issues.</p> <p>Pete pointed out that perhaps it is more an issue of teaching communications techniques and not necessarily a negative toward ALMR.</p> <p>Del stated that under the old conventional System you could always hear when someone else was talking, so you didn't</p>	
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<p>Membership Renewals</p> <p>MotoBridge™</p>	<p>step on them intentionally to now you don't hear anyone and you think you can stay on as long as you want.</p> <p>Pete stated maybe there could be timers on calls. Del stated that the average calls were 9 - 12 seconds so there have to be some lengthy conversations. So there just has to be some radio discipline exercised.</p> <p>3. Del advised the council that the OMO was in the process of getting confirmation from agencies operating on ALMR on their intent to continue through the next SOA FY (July 1, 2011 to June 30, 2012). He stated that agencies were not required to re-sign a Membership Agreement since the language had not changed. All agencies had to do was respond to the email and that would be the official renewal record.</p> <p>4. Del advised the council that there were questions being asked about training. Mr. Joe Quickel still had some training to do under the original contract. However, there were places that had received training prior where personnel had switched out. There are no training funds available at this time to go back and train new personnel.</p> <p>The system is sitting there not being used. The MotoBridge™ Working Group came up with a naming standard, but there is no one working on the programming and no agency using the equipment.</p> <p>Major Leveque asked if this was something we needed to put in front of the Executive Council.</p> <p>Brad stated that training would be an on-going issue because we don't do monthly comm. exercises and you will always have personnel turnover. He said if we are going to retain MotoBridge™ as part of our solution, we need to have on-going training as turnovers occur and schedule communications exercises that cause the dispatchers to utilize the MotoBridge™ on a periodic basis.</p> <p>Pete stated he agreed but he was curious if MotoBridge™ got used.</p> <p>Brad stated it probably got used more in some places but they hardly ever used it because they already had everything programmed into their consoles, but that wasn't the case with other agencies. The problem is that MotoBridge™ has never moved beyond the installation and configuration, if that was fully completed, to implementation and use.</p>	
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<p>Annual User Council Training Conference</p>	<p>Mark Beals stated it goes back to the training issues, with the tying up the talkgroups, easily with all the narrowbanding needs on the peninsula; you can't depend on ALMR to handle all of the traffic. You have to utilize the simplex as well. It all comes down to education. He suggested that maybe the council needed to come up with a training budget to submit, although it probably wouldn't get funded, it would state the training needs across the state for the different issues.</p> <p>Brad stated that the council had made a decision to cut training a few years earlier from the budget.</p> <p>Major Leveque stated he would contact Leon Morgan, the State Interoperability Communications Coordinator. DHS&EM has exercise money and perhaps they could support the scenario Brad had laid out earlier.</p> <p>5. Del stated that per Brad's request at the May 4 User Council meeting, he had contacted Mr. Leon Morgan at the SOA Division of Homeland Security and Emergency Management and asked if there were any funds available for this year's conference. The answer was an emphatic "no." The funds had been exhausted last year. The only option was the offer by APCO/NENA for a free meeting room but there still would be no funds to bring anyone in from out of town.</p>	
<p>AFEA Funds Transfer</p>	<p>Brad stated he didn't think agencies couldn't afford to fund travel for it; he knew his couldn't.</p> <p>6. Del advised the council that no funds transfers had taken place yet for the current fiscal year ending June 30 but the OMO was instructed to continue to work as if it had. He reminded the council that at the May 4 meeting, Mr. Woodall had stated that the 673rd Mission Support Group had agreed to accept the funds from the AFEA agencies. The FBI was to be the test case and if that worked, the rest would follow.</p> <p>Pete stated no one had contacted them and no funds had been transferred.</p> <p>Del stated as the recipient of some of those funds, he did not think it proper for the OMO to get in the middle of the situation and the DOD had the ball to make it happen.</p> <p>Del also reminded the council that the current contract year for the OMO will expire on June 30. To his knowledge, no funds were in place for the final year, and the renewal had not been executed by either DOD or SOA.</p>	



System Management Office Update	Mr. Casey Borg, System Manager	Action Items Assigned
	Mr. Casey Borg was unavailable for the meeting. No update was given.	
Joint Project Team - DOD Update	Mr. Tim Woodall, ALMR Project Manager	
	Mr. Tim Woodall had no update for the council.	
Joint Project Team - SOA Update	Mr. Jim Kohler, SOA ETS Program Manager	
Legislative Budget Reductions to SOA DOA	<p>Jim stated one of the main items that had surfaced from the Legislature was that they had taken the required FY11 \$150K in program receipts and added another \$150K for the upcoming State of Alaska (SOA) FY12. This, in essence, meant that the Department of Administration would have their budget reduced by \$300K for FY12 and that amount would have to be made up somewhere.</p> <p>Jim advised the council members that the SOA and the Department of Defense (DOD) were in talks regarding areas where costs could be reduced to meet the deficit. Jim stated there were no plans to collect any fees toward the \$150K reduction from FY11.</p> <p>Jim advised the council that the current contracts would remain in place, but a decision must be made on where, among OMO/ SMO/BSIT, the SOA could cut the \$300K. He stated he would be meeting with everyone involved to discuss where cuts could be made. He also stated that the FY12 contract renewals would have to reflect those cuts.</p> <p>Del stated that Tim had told him it was the intent of the DOD to fully fund the OMO and SMO. He also stated that Tim had advised him that USARAK funding for site maintenance was short.</p> <p>Del advised Jim that a couple utilities had approached the OMO to become part of ALMR but that the current frequency sharing waiver prohibited non-public safety agencies from utilizing the System.</p> <p>Jim stated that this was also the case with several states in the lower 48 with utilities wanting to join systems. He stated that the final decision remains with the Federal Communications Commission.</p>	
Old Business		
	There was no old business presented during this meeting.	
Next meeting		
	The next regularly scheduled meetings are July 6, Aug 3, and Sep 7.	
New Business		



Alaska Land Mobile Radio

***ALMR User Council
Meeting Minutes***

Date: Jun 1, 2011

	There was no new business.	
Adjourn		
	A motion was made to adjourn the meeting by Pete and seconded by Mr. Ocie Adams. There were no objections. The meeting was adjourned at 2:34 p.m.	