



1. Attendance Roster

User Council Members and Alternates

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

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
T	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)
E	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
T	Williams	Rick	GS-12	DOD US Army Alaska

Alternate

P	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
U	Lambert	Andrew	Mr.	DOD, JBER
U	Leggett	Ray	Chief	Municipalities Southeast, Skagway PD
U	Lewis	Mike	Mr.	Fed Non-DOD, US Fish & Wildlife Service
U	Patz	Greg	Mr.	SOA DOT
T	Pyne	Kathryn	Ms.	SOA All Others, DNR Forestry (representing all other SOA Agencies)
T	Royal	Ronald	Mr.	DOD USAF, Eielson AFB
E	Wilson	Barry	Capt	SOA DPS, AST

Other Attendees

P	Borg	Casey	Mr.	System Manager
P	Richter	Bruce	Mr.	Office of Emergency Communications
P	Shafer	Sherry	Ms.	OMO Document Specialist
P	Smith	Del	Mr.	Operations Manager



T	Tucker	Jeff	Chief	North Star VFD, AML
P	Woodall	Tim	Mr.	DOD ALMR Project Officer

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	Minutes from November meeting were reviewed. Motion: Accept December 1, 2010, meeting minutes as written. Motion: Mr. Pete Murphy Second: Mr. Ocie Adams There were no objections. The motion passed.	
Review of I&R Log	Active Issues	
	Item #57 – SOA - All Others primary position is 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	All action items from the November meeting were closed.	
Operations Management Office Update	Mr. Del Smith, Operations Manager	Action Items Assigned
Position Paper Cover Letter	1. Del discussed the proposed cover letter to accompany the User Council Position Paper on Non-Federal Cost Share. The council all agreed the letter and position paper reflected their stance and should be forwarded to the Executive Council.	1. OMO to draft new proposed language change to the UC Charter.
User Council Charter	2. Del reminded the council that during the December meeting they had voiced their thoughts on revising the User Council Charter. Apparently, there was a misunderstanding concerning the language change approved in July 2010. Deputy Chief Brad Johnson proposed the OMO should revise the language again. Motion: OMO to draft new language for the User Council Charter concerning member attendance at meetings and notification responsibilities contained in Article 6, Sections 5.1 - 5.3.	



<p>OMO/SMO Audit</p>	<p>3. Del advised the council that the independent auditor, who was paid within the SOA portion of the contract, had completed the audit of the Operations Management and System Management Offices. The report of findings should be finalized by the February monthly meeting.</p>	
<p>End-of-Year Radio Count</p>	<p>4. Del briefed the council that as of December 31, 2010, there were 14,428 subscriber units on the ALMR System. He also stated that "if" the per-subscriber-unit cost allocation formula was utilized as a means of determining cost share, agencies would pay \$12.63 per radio/per month to participate in ALMR. He stressed that this method is <u>not</u> used, and currently the Department of Defense and the State of Alaska split the cost of the OMO and SMO offices.</p>	
<p>Federal Non-DOD Cost Share</p>	<p>5. Del advised the council that the \$60K in funds allocated to the Federal Non-DOD to cover their share of FY2011 costs for the OMO and the SMO contracts still had not been moved. The consequence of this is that, at some point in the near future (approximately March), User Council support will cease.</p> <p>Mr. Tim Woodall explained to the council that the process to move funds had begun in August 2010. He had drafted an interagency support agreement and provided it to the Federal Non-DOD representative to staff through the agencies for completion. All the support agreements were then to be taken to the 673ABW servicing agency to execute. To date, only 6 of the 14 agreements have been completed and returned.</p>	
<p>SOA Executive Council Representative</p>	<p>6. Del reminded the council that the SOA Executive Council position remains vacant and that this affects the business of the User Council. At this time, no one has been appointed/assumed the SOA position.</p>	
<p>FY11 Membership Agreements</p>	<p>7. Del briefed that all FY11 Membership Agreements had been signed and returned. He stated the process for the FY12 Membership Agreements would be the same and should start sometime in April or May.</p>	
<p>MotoBridge® Working Group</p>	<p>8. Del updated the council on the status of the MotoBridge® Working Group actions. He advised that the OMO had recently revised the resource naming conventions and had requested agency input on those resources they wanted to be restricted.</p>	
<p>Annual User Council Election</p>	<p>9. The OMO advised that there were three nominees for the Chair position and four nominees for the Vice Chair position. Out of all the User Council representatives, the DOD was</p>	



	the only ones who did not vote. They either abstained from voting or failed to vote. Major Matt Leveque was re-elected to the Chair position and Deputy Chief Brad Johnson was re-elected to the Vice Chair position.	
System Management Office Update	Mr. Casey Borg, System Manager	
System Maintenance	1. Mr. Casey Borg advised the council that the State of Alaska technicians had been working the issues causing the site bouncing at both the Kodiak and Cordova sites and they are now more stable.	
Version 7.9	2. Casey explained that the dual authentication application software that is being offered under the new System operating software is not a required upgrade. Older subscriber units will continue to operate normally without the software.	
Genesis ATIA	3. Casey briefed that the SMO had finished the beta test period on the Genesis Air Traffic Interface Application (ATIA) software and that they are able to pull reports off the System which show specific usage by individual subscriber units, specific sites, channels, etc.	
Joint Project Team - DOD Update	Mr. Tim Woodall, ALMR Project Manager	
Project Status	1. Mr. Tim Woodall advised the User Council that the DOD Project phase is officially closed. There are still a few remaining training sessions outstanding for the MotoBridge® to be completed. Contracts are being audited for closure of all CLINs.	
MotoBridge®	2. Tim briefed the council that the Valdez PD had requested that their MotoBridge® be removed. Even if the console is removed the other hardware will remain in Valdez and a new location for the console will be sought.	
OEC Barriers Study	3. Tim advised that the OEC Barriers Case Study had identified nine areas where significant barriers existed for ALMR. The DOD, who co-funded the study with OEC, was still waiting on the action plan for mitigating those barriers from OEC.	
DIACAP	4. Tim briefed that the current DIACAP was in its third year and up for renewal. It has been fully funded and is currently in progress.	
Transportable Communications Systems	5. Tim explained to the council the DOD had obtained a NIPRnet and SIPRnet certifications for the transportable. The system will remain the property of Joint Task Force - Alaska, which is a component of US Northern Command.	



System Upgrade	6. Tim briefed the current upgrade requirement is tied to DIACAP compliance. The SMO is working with Motorola® to ensure that the pre-tested software solutions remain in effect for the current System, until such time as the upgrade is completed, but not to exceed one year.	
Joint Project Team - SOA Update	Mr. Jim Kohler, SOA ETS Program Manager	
	Mr. Jim Kohler was unavailable for the meeting due to another commitment. However, Del stated that he had spoken briefly with Jim and that \$1.3M had been included in the Governor's budget for infrastructure maintenance. This covers SATS maintenance. Shared costs for ALMR are in the ETS budget and will be transferred when necessary.	
Old Business		
	There was no old business presented during this meeting.	
Next meeting		
	The next regularly scheduled meetings are February 2, March 2 and April 6. Brad will be unavailable for the February meeting. Captain Barry Wilson will be attending the FBI academy and is excused through March.	
New Business		
SOA Executive Council Co-Chair Appointment	1. Chief Jeff Tucker asked Major Leveque if he thought it was appropriate for the UC to write the governor on who the State representative should be. Major Leveque advised Jeff that he has talked with his Commissioner and they felt it should probably be a best approached in a conversation between the Commissioner of Public Safety and the new Commissioner of Administration or the Governor's staff.	
SIGB Creation	2. Chief Tucker advised the council that he was on the Governor's transition team under the Public Safety transition team. One of the recommendations that he had made was that the Governor should look at the creation of a Statewide Interoperability Governance Body (SIGB).	
Adjourn		
	A motion was made to adjourn the meeting by Pete and seconded by Ocie. There were no objections. The meeting was adjourned at 2:50 p.m.	