



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, <b>Vice Chair</b>
P	Leveque	Matt	MAJ	SOA DPS, AST, <b>Chair</b>
U	Mitchell	William	Mr.	DOD USAF, Eielson AFB
P	Murphy	Peter	Mr.	Fed Non-DOD, FBI
E	Morgan	Leon	Mr.	SOA All Others, DHS&EM (representing all other SOA Agencies)
E	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
U	Ashley	Freddie	Mr.	DOD USAF, Clear AFS (Eielson Alt)
U	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
	<b>VACANT</b>			DOD US Army Alaska
E	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
E	Keeney	George	Chief	Municipalities Central, Valdez FD
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
	<b>VACANT</b>			SOA All Others
U	Royal	Ronald	Mr.	DOD USAF, Eielson AFB
	<b>VACANT</b>			SOA DPS, AST
E	Van Cleave	Erica	SSgt	DOD, JBER

**Other Attendees**

T	Booker	Andy	Mr.	SOA ETS
P	Borg	Casey	Mr.	System Manager
T	Browning	Bart	Mr.	SOA ETS
T	Kelly	Joe	Mr.	SOA ETS
T	Kirby	Allen	Mr.	SOA ETS
P	Leber	Rich	Mr.	OMO Technical Advisor
T	Lynn	John	Mr.	SOA ETS



T	Richardson	Todd	Mr.	SOA ETS
T	Santoro	Lee	Mr.	SOA ETS
P	Shafer	Sherry	Ms.	OMO Document Specialist
P	Smith	Del	Mr.	Operations Manager
T	Strid	Dean	Mr.	SOA ETS
T	White	Sharon	Ms.	SOA ETS
P	Woodall	Tim	Mr.	DOD ALMR QA/QC

2. Meeting Minutes and Action Items

Agenda Item / Topic	Discussion	Action Items
<b>Called to Order</b>	Major Matt Leveque called the meeting to order at 1:31 p.m.	
<b>Roll Call</b>	Roll call was taken and a quorum was achieved.	
<b>Previous Meeting Minutes Approval</b>	<p>The minutes from the September meeting were reviewed. Major Leveque asked the council if there were any corrections. Hearing none, Major Leveque requested a motion of approval.</p> <p><b>Motion: Accept September 7, 2011 meeting minutes, as written.</b></p> <p><b>Motion: Mr. Pete Murphy</b> <b>Second: TSgt Jacob Dazell</b></p> <p>There were no objections. <b>The motion passed.</b></p> <p>The minutes from the October meeting were reviewed. Major Leveque asked the council if there were any corrections. Hearing none, Major Leveque requested a motion of approval.</p> <p><b>Motion: Accept October 5, 2011 meeting minutes, as written.</b></p> <p><b>Motion: Mr. Pete Murphy</b> <b>Second: TSgt Jacob Dazell</b></p> <p>There were no objections. <b>The motion passed.</b></p>	
<b>Review of I&amp;R Log</b>	<b>Active Issues</b>	
	<p>Item #57 – State of Alaska (SOA) All Others - the primary position has been filled by Mr. Leon Morgan. His appointment has not been approved by the Executive Council because they did not have a quorum of members present for vote at the October meeting.</p> <p>The SOA All Others, the SOA DPS alternate, and USARAK alternate positions are vacant, as well.</p>	



	<b>Pending Issues</b>	
	There were no pending issues.	
	<b>Issues Closed at, or since, last meeting</b>	
	There were no issues closed.	
<b>Review of Action Items from Previous Meeting</b>	There were no Action Items from the September meeting. Action items from the October 5 meeting were reviewed. One remained open: Add MotoBridge® presentation to the December User Council agenda, per Mr. Woodall's request.	
<b>Operations Management Office Update</b>	<b>Mr. Del Smith, Operations Manager</b>	<b>Action Items Assigned</b>
<b>User Council Elections</b>	1. Mr. Del Smith reminded the council members that it was time for the annual elections for the Chair and Vice Chair. He stated the OMO would send out an email after the meeting with the date for nominations to be provided and the date that voting would need to be completed.	1. OMO to send out email with instructions and suspense dates after the meeting.
<b>Motorola® APX Certification</b>	2. Del advised the council members that the Motorola® multi-band APX radio had been through the Acceptance Test Procedures and had passed, and that the brochures were posted to the ALMR web site.  Del explained that during the ATP the APX was tested alongside an XTS 5000 and, due to a new Vocoder and dual mics with better noise cancelling capabilities, it was by far clearer during transmissions.	
<b>Document Reviews</b>	3. Del advised the members that there were several documents for review over November and December that were originally drafted during the Project Phase and implemented by the Operations Management Office. He suggested that these documents should be reviewed with a critical eye on whether they had served the purpose for which they were originally intended and could be retired, or whether there was still a valid need that they met. He asked the council to please not ignore the reviews and complete them in a timely manner.	
<b>USARAK Membership Agreement Renewal</b>	4. Del advised the council that out of 109 agencies on ALMR, only US Army-Alaska had failed to renew their Membership Agreement. He stated that the OMO had contacted USARAK repeatedly, but had gotten no response. Del stated that he recently contacted Colonel Bollinger (USARPAC G6) concerning this issue. She advised Del that she was looking into it. Del suggested, that if there was no resolution, the User Council might want to recommend sanctions be imposed by the Executive Council.	
<b>USARAK Equipment Divestiture</b>	5. Del updated the council on the status of the USARAK equipment transfer of the 13 initial sites to the State of Alaska. He advised them that a letter had been received	



<p><b>Division of Forestry</b></p>	<p>from the State Department of Administration stating they were accepting the equipment, but no plans had been made to actually go to the sites and physically inventory the equipment.</p> <p>6. Del advised the council that both he and Casey Borg had met with Mr. Jordan Halden regarding the possibility of prioritizing access for the Division of Forestry for use of some of the Incident Command Zone channels during the fire season. Both he and Casey agreed this made sense and that, as it was, the IC Zones were underutilized.</p>	
<p><b>System Management Office Update</b></p>	<p><b>Mr. Casey Borg, System Manager</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>Birch Hill</b></p> <p><b>Harding Lake</b></p> <p><b>Saddle Mountain</b></p>	<p>1. Mr. Casey Borg stated that the SMO was going to try to get up to Birch Hill on Thursday, Nov 3, to swap out the receive antenna.</p> <p>2. Casey also advised the council that there was an indication that the Harding Lake site was experiencing some issues with the transmit antenna and that the SMO was looking for an opportunity to get to the site.</p> <p>3. Casey stated that he had received information from the OMO regarding a call from the Coast Guard, who had put in a VHF site near Saddle Mountain and noticed some interference that they believe might be coming from ALMR. Casey explained that the SMO was still unable to get to the site due to weather delays.</p>	
<p><b>SOA Update</b></p>	<p><b>Mr. Jim Kohler, SOA ALMR Program Manager</b></p>	
	<p>Mr. Kohler was not present; there was no SOA update.</p>	
<p><b>DOD Update</b></p>	<p><b>Mr. Tim Woodall, ALMR DOD Representative</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>AFEA Funds Transfer</b></p> <p><b>System Update</b></p> <p><b>USARAK Equipment</b></p>	<p>1. Mr. Tim Woodall stated that he had only received 3 of the Interagency Agreements back at this time and therefore he was still unable to submit them to the contracting office.</p> <p>Pete stated he thought that the last email that had been sent out said that the agencies were to hold off on submitting the agreements.</p> <p>Tim clarified that the email stated that it was too late in the federal fiscal year to try to transfer any FY11 funds, but that the agencies could transfer FY12 funds.</p> <p>2. Tim advised the council that the US Army had been briefed on the required System update and had agreed it was necessary. Tim stated that the Army was currently trying to get funding to support the update. He also advised that the Air Force was "on board" supporting the update.</p> <p>3. Tim stated that the only update he had on the pending equipment transfer was that they were waiting for the Army</p>	



<p><b>Transfer</b></p> <p><b>700 MHz White Paper</b></p> <p><b>OMO Performance-Based Work Statement</b></p>	<p>to appoint a local point of contact for the equipment inventory.</p> <p>4. Del advised Tim that he had seen a white paper that had come out of Hawaii talking about an LTE 700MHz system being installed in Hawaii and Alaska. Tim advised the council that Army officials in Hawaii did not know anything about it. Del stated there was a meeting scheduled for November 15 regarding this subject.</p> <p>5. Tim stated that he had received the draft FY13 OMO Performance-Based Work Statement (PBWS) from the OMO and was advised that only two of the council members had responded by the suspense date for review and comment, although there were two responses that had come in later. He advised the council that once the PBWS was submitted to the contracting office, the council could not come back and request additional support items or changes be added.</p> <p>Tim requested the OMO send the PBWS out to the council for one last look and an email vote of approval. He also advised the council that contracts must be sent out for open bid and could not be "sole-sourced" now.</p>	<p>2. The OMO to re-distribute the draft FY13 PBWS to the User Council for final review and vote.</p>
<p><b>Old Business</b></p>		
	<p>There was no old business presented during this meeting.</p>	
<p><b>Next meeting</b></p>		
	<p>The next regularly scheduled meetings are Dec 7, Jan 4, and Feb 1.</p>	
<p><b>New Business</b></p>		<p><b>Action Items Assigned</b></p>
<p><b>Solar Interference/Events</b></p> <p><b>USARAK Equipment Transfer</b></p> <p><b>MotoBridge®</b></p>	<p>1. Mr. Ocie Adams briefed the council on the purpose of the two links he had distributed prior to the meeting. He stated that they were from the Space Weather service. Ocie advised the council that the probability existed for the occurrence of X-class solar events within the next year.</p> <p>DOT was already experiencing some issues with their communications due to data packet loss caused by solar interference with satellites.</p> <p>Ocie explained that an X-class solar event could take down power grids and the electro-magnetic pulses (EMP) caused by solar flares could severely impact the mountain sites. He stated that it is prudent to start doing some planning on how to protect the sites.</p> <p>2. Mr. Rick Williams stated that he had not received a direct tasking from his higher headquarters in Hawaii yet regarding the inventory of the equipment and its transfer.</p> <p>3. Del suggested that it might be helpful if Mr. John Lynn or</p>	



Alaska Land Mobile Radio

*ALMR User Council  
Meeting Minutes*

*Date: November 2, 2011*

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	Mr. Greg Berry, from ETS, participated in the December meeting and updated the council on what the state was doing with regard to MotoBridge®.	
<b>Adjourn</b>		
	A motion was made to adjourn the meeting by Pete and seconded by Jacob. There were no objections. The meeting adjourned at 2:16 p.m.	