



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
P	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
U	Claar	William	Mr.	Fed Non-DOD, US Forest Service
E	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
E	Leveque	Matt	MAJ	SOA DPS, AST, Chair
U	Mitchell	William	Mr.	DOD USAF, Eielson AFB
P	Murphy	Peter	Mr.	Fed Non-DOD, FBI
P	Morgan	Leon	Mr.	SOA All Others, DHS&EM (representing all other SOA Agencies)
E	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
U	Keeney	George	Chief	Municipalities Central, Valdez FD
U	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
P	Borg	Casey	Mr.	System Manager
T	Gale	Kent	Mr.	Alaska Fire Service
P	Leber	Rich	Mr.	OMO Technical Advisor
P	Newman	Natalie	Ms.	59th Signal Battalion
P	Richter	Bruce	Mr.	OEC Regional Coordinator
P	Shafer	Sherry	Ms.	OMO Document Specialist



P	Smith	Del	Mr.	Operations Manager
P	Woodall	Tim	Mr.	DOD ALMR QA/QC

2. Meeting Minutes and Action Items

Agenda Item / Topic	Discussion	Action Items
Called to Order	Deputy Chief Brad Johnson called the meeting to order at 1:33p.m.	
Roll Call	Roll call was taken and a quorum was not achieved.	
Previous Meeting Minutes Approval	Minutes from the September meeting were not reviewed or approved.	
Review of I&R Log	Active Issues	
	Item #57 – State of Alaska (SOA) All Others - the primary position has been filled by Mr. Leon Morgan. The alternate position remains vacant. The SOA DPS and USARAK alternate positions are 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	<p>The one action item from the September 7 meeting assigned to the OMO was closed.</p> <p>OMO to provide USARAK User Council representative with copies of Army correspondence regarding dates and numbers of sites to be divested. (CLOSED, Sep 7)</p> <p>Ms. Natalie Newman asked what was happening with the divestiture of the equipment in the first 13 sites. She stated as far as she knew, US Army-Alaska (USARAK) had not received a letter from the State of Alaska (SOA) stating, officially, they were accepting the equipment.</p> <p>Mr. Tim Woodall stated that the point of contact (POC) name for USARAK had been provided to the State and the System Management Office was prepared to do an equipment inventory along with the State-appointed individual.</p>	
Operations Management Office Update	Mr. Del Smith, Operations Manager	Action Items Assigned
MotoBridge®	1. Mr. Del Smith stated this was on the agenda as a follow up to a teleconference, during the week, between himself, Ms. Bev Fronterhouse, Mr. Pete Murphy and Major Matt Leveque. He said Bev had some valid comments during the teleconference and he wanted to bring them to the User Council. Del also stated that he had spoken with Mr. Greg Berry, SOA Enterprise Technologies Services (ETS), and	



	<p>that Greg had explained to him that the State was trying to configure circuits utilize radio gateway units (RGUs) so that users would actually be utilizing MotoBridge® at times and they wouldn't realize it. It would be automatic and seamless.</p> <p>Bev stated she was concerned about the MotoBridge® not being fully implemented yet. She felt that ALMR was underutilizing the technology and that it could fill in some gaps statewide.</p> <p>Brad asked if the concerns Chief Schrage, University of Alaska-Fairbanks Fire Department, had expressed to the Operations Management Office (OMO) had been addressed. Chief Schrage was to re-contact Del after speaking with his staff.</p> <p>Del stated he had spoken the Chief Schrage and that he had consulted Mr. Casey Borg, the System Manager, and that he thought they had addressed all the concerns.</p> <p>Mr. Tim Woodall stated that there was a MotoBridge® CONOPS on the ALMR website that explained how the system worked and could be utilized.</p> <p>Brad stated that would be exceptionally helpful.</p> <p>NOTE: The MotoBridge CONOP was never delivered final from Motorola® to the knowledge of the OMO. It is not posted to the web site.</p> <p>Tim also stated that agencies should conduct monthly communications exercises utilizing the MotoBridge® but he understood this was a staffing issue for many agencies. He stated the Department of Defense (DOD) already did this.</p> <p>Tim stated DOD would want to participate in any State/local communications exercise.</p> <p>Brad stated that setting up monthly exercises was not something that fell under the User Councils authority or chartered actions and he wondered if it was in the OMO scope of work.</p> <p>Del stated that this was part of the problem with getting the MotoBridge® up and fully operational - no one was in charge of making it happen.</p> <p>Tim stated drawer plans needed to be developed, a long-term cooperative approach agreed upon and agencies should commit to doing this and sign a Memorandum of Agreement.</p>	
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<p>Narrowband Transition</p>	<p>Bev stated that even more basic than this was that they really did not understand the capabilities, so they don't know what questions to ask.</p> <p>Brad stated a presentation on the MotoBridge® purpose and capabilities, Alaska specific, would be useful.</p> <p>Casey stated that at the 1000-foot level, it was similar to a console. The difference was it used Ethernet versus hardwire.</p> <p>Bev stated that a strategic approach needed to be developed.</p> <p>Pete stated he didn't think the MotoBridge® was even being utilized.</p> <p>Both Natalie and Tim stated that the DOD uses it extensively. Tim stated he could give a briefing on the background and the technology.</p> <p>Brad stated it should be at the layman level.</p> <p>Bev agreed and said that it's fallen off the table and that everyone needs to be re-educated and that discussions needed to be re-initiated.</p> <p>Tim stated that he would do a presentation at the December User Council</p> <p>Mr. Kent Gale asked if there was the possibility of using the conventional frequencies within the ALMR footprint through the MotoBridge®.</p> <p>Tim stated that any resource had the capability to be patched.</p> <p>2. Del advised the council that the transition for the conventional frequencies in the OP Zone needed to be coordinated so that everyone switched at the same time to maintain interoperability and all the radios will need to be physically touched at a Statewide level.</p> <p>Mr. Leon Morgan stated that ETS said they have a schedule and plan, but he had not seen it yet.</p> <p>Mr. Ocie Adams stated that the Department of Transportation and Public Facilities (DOT) has both conventional and wideband frequencies and that they were fixing theirs.</p>	<p>1. OMO to add MotoBridge® presentation to the December User Council agenda.</p>
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<p>Sitka and Haines</p> <p>OMO Performance-based Work Statement (PBWS)</p> <p>Harris Acceptance Test Procedure (ATP)</p>	<p>Chief Jeff Tucker advised the council that he would include it in the next Alaska Interoperable Communications Committee (AKICC) meeting.</p> <p>Del stated once a decision is made that everyone on ALMR needed to know.</p> <p>3. Del advised the council that he was bringing this up because on one of the annual surveys someone in Sitka had made the comment that ALMR doesn't work there. He spoke with the individual and found out that he was using and XTS 5000 "ALMR-capable" radio. He informed the individual that there is no ALMR site in Sitka but there is a 5-channel Daniels trunked repeater there that was installed by the State. Del stated the reason he brought this up is because there is still a lot of misinformation concerning ALMR floating around and that agencies need to ensure they fully explain where the System is and where it is not.</p> <p>4. Del stated that Tim had requested the OMO updated the PBWS for SOA FY13. He stated Tim needed to get it to contracting by the first part of November. Del advised that the OMO would mail it out after the meeting and requested council members look at it and respond no later than October 19.</p> <p>5. Del stated that Harris had passed all areas of the ATP but two. He wanted to discuss those areas with the council and get their opinion on whether they would be allowed on the System or whether they had to correct the issues first. Del explained the two areas were the multi-group function and call alert. Currently, on ALMR, agencies can respond back to the initiator on the multi-group. The current version of the Harris multi-group function is more like an announcement group. If agencies wish to respond, they have to utilize their individual talkgroups.</p> <p>Casey explained that the design of the call alert is that it requires an acknowledge response when sent to another radio. In the case of a mobile radio, it can be wired to cause the vehicle horn to honk when sent. Casey stated it was not a lot of use on ALMR.</p> <p>Brad stated he had concerns with making exceptions. The ATP was written because there were certain requirements that radio manufacturers were required to meet in order to operate on ALMR. He did not feel that those requirements should be waived.</p> <p>Both Pete and Chief Tucker agreed.</p>	<p>2. OMO to send the draft SOA FY13 PBSW to council members after the meeting.</p>
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<p>Outstanding Maintenance Issues</p>	<p>Del thanked the council for their input and stated he would notify Harris of the decision.</p> <p>6. Del advised the council that the OMO provides to the State the list of discrepancies noted during periodic maintenance inspection QA/QC visits. He wanted to make the council aware many of those discrepancies have not been addressed. Some involved safety and grounding deficiencies. He also stated that in 2008, per Mr. Jim Kohler, the State was supposed to receive funds toward a contract that was to be awarded to GCI. The contract was not awarded and no maintenance was performed. The OMO prepared a consolidated list from all the PMI QA/QC visits and Del stated he was going to provide that to ETS.</p>	
<p>Annual Survey</p>	<p>7. Del advised the council that the good news was that responses had doubled from last year; the bad news was that there still were only 51 responses received. He stated there was still a lot of misperception about the System but the biggest recurring theme was the need for training. He also stated the Division of Homeland Security & Emergency Management had contracted the 5 Star Team, through a training grant, to conduct ten training sessions throughout the State. He asked Leon to give the details.</p> <p>Leon stated that there were six areas of training covered and that the training was a week long and developed specifically for each location. Some of the areas covered with Tactical Interoperable Communications Plans (TICPs), concepts of operations (CONOPs), and knobology (how to use the radio you own). Leon stated that in some locations the turnout had been exceptional and in others there were very few attendees.</p>	
<p>Fort Knox Ambulance</p>	<p>8. Del advised the council that he had been contacted by the Fort Knox mine ambulance service regarding them becoming a member of ALMR. They wanted to be able to talk to Steese VFD and the Fairbanks hospital when transporting patients. He stated that he advised them that agencies must be non-profit to be on the System and Fort Knox was a for-profit entity. Del stated he wanted to discuss with the council if the ambulance responded to incidents in cooperation with other public safety agencies at no charge would this qualify them.</p> <p>Chief Tucker stated that he could see the benefit of an arrangement like this and suggested talking with Steese VFD about whether they had an agreement with Fort Knox.</p> <p>Brad stated that he and Chief Tucker could bring it up at the regional meeting and see if they could come up with a</p>	



	solution.	
System Management Office Update	Mr. Casey Borg, System Manager	Action Items Assigned
Current Maintenance Issues	<p>1. Mr. Casey Borg advised the council that there were still some on-going maintenance issues with ALMR. The first was a high noise level at Girdwood, which was determined to be a local issue and the Federal Communications Commission (FCC) would not be brought in. Casey stated that SOA ETS was on site and working on grounding.</p> <p>2. Casey advised that Willow Mountain was experiencing a 17db increase, which was noted during the PMI QA/QC.</p> <p>Mr. Rich Leber stated there was also no grounding at the site whatsoever. A cell tower had been installed about 25 ft from the ALMR tower and might also be part of the "noise floor" issue.</p> <p>3. Casey stated Seward was still having noise issues and this was a long-standing issue with the railroad that had not been resolved. There were also grounding issues at the site, which could be contributing.</p> <p>4. Casey advised Dot Lake was having antenna problems and Birch Hill had a new antenna to install.</p>	
DOD Update	Mr. Tim Woodall, ALMR DOD Representative	
AFEA Funds Transfer	<p>1. Mr. Tim Woodall that the DOD was executing interagency agreements with the Non-DOD Federal agencies and that 2 of the 14 had returned signed agreements.</p>	
ALMR Contract Negotiations	<p>2. Tim advised the council that there would be two new contracts in place in July 2012, which would result in an \$11M savings to the DOD over the life of the contract.</p>	
USARAK Equipment Divestiture	<p>3. Tim reminded everyone that the Army was divesting equipment not sites. He also stated that this would create a significant change to the Cooperative Agreement, which was currently out for review/revision with the DOD and SOA. The change in material ownership would go from approximately 70 percent (SOA)/30 percent (DOD) to approximately 98 percent (SOA)/2 percent (DOD). Tim stated with SOA becoming the majority owner, the DOD expected the governance and cost share to change, as well.</p> <p>Tim advised that the Army and Air Force had met in Hawaii to discuss the cost share. They found there were more benefits with remaining on the ALMR System than if they left it. However, he cautioned that if the costs were not fair and reasonable, they may choose to leave. He stated that the User Council should probably look at a cost threshold and</p>	



Alaska Land Mobile Radio

***ALMR User Council
Meeting Minutes***

Date: October 5 , 2011

	express that to the funding bodies.	
SOA Update	Mr. Jim Kohler, SOA ALMR Program Manager	
	There was no SOA update.	
Old Business		
	There was no old business presented during this meeting.	
Next meeting		
	The next regularly scheduled meetings are Nov 2, Dec 7 and Jan 4.	
New Business	There were no new business items.	Action Items Assigned
Adjourn		
	The meeting adjourned at 3:08 p.m.	