



1. Attendance Roster

User Council Members and Alternates

P = Present	T = Via Telephone	A = Absent
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**Primary**

T	Adams	Ocie	Mr.	SOA DOT&PF
T	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
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>
T	Mitchell	William	Mr.	DOD USAF, Eielson AFB
P	Murphy	Peter	Mr.	Fed Non-DOD, FBI
A	Schmidt	Sheldon	Chief	Municipalities Southeast, Sitka PD
P	Schoenwald	Doug	Mr.	SOA All Others, DMVA (representing all other SOA Agencies)
T	Taylor	Marlon	MSgt	DOD USAF, Elmendorf AFB
	VACANT			DOD US Army Alaska
	VACANT			Federal Non-DOD, TSA

**Alternate**

A	Arasz	Paul	Mr.	Fed Non-DOD, FBI
A	Ashley	Freddie	Mr.	DOD USAF, Clear AFS (Eielson Alt)
A	Borrego	Susan	Ms.	Fed Non-DOD, FBI
A	Caldwell	Jim	Mr.	Fed Non-DOD, TSA
A	Garriott	Marcus	TSgt	DOD USAF, Elmendorf AFB
A	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
A	Hansen	Glenn	Mr.	SOA All Others, DMVA (representing all other SOA Agencies)
A	Keeney	George	Chief	Municipalities Central, Valdez FD
A	Lawson	Dave	Asst Chief	Municipalities Central, Valdez FD
A	Leggett	Ray	Chief	Municipalities Southeast, Skagway PD
A	Lewis	Mike	Mr.	Fed Non-DOD, US Fish & Wildlife Service
P	Newman	Natalie	Ms.	DOD US Army Alaska
A	Patz	Greg	Mr.	SOA DOT
P	Pyne	Kathryn	Ms.	SOA All Others, DNR Forestry (representing all other SOA Agencies)
A	Royal	Ronald	Mr.	DOD USAF, Eielson AFB
A	Rudorf	Karl	MSgt	DOD USAF, Elmendorf AFB
A	Wilson	Barry	Capt	SOA DPS, AST



**Other Attendees**

P	Borg	Casey	Mr.	System Manager
P	Hauck	Jeff	Mr.	USARAK, 59th Signal Battalion
A	Horton	Tia	Ms.	Anchorage Fire Department
A	Ince	Chester	Mr.	OMO Subject Matter Expert
T	Kohler	Jim	Mr.	SOA ALMR Program Manager
P	Leber	Rich	Mr.	OMO Technical Advisor
P	Morgan	Leon	Mr.	Statewide Interoperability Coordinator
T	Quickel	Joe	Mr.	DOD Project Office
P	Shafer	Sherry	Ms.	OMO Document Specialist
P	Smith	Del	Mr.	Operations Manager
P	Woodall	Tim	Mr.	DOD ALMR Project Officer

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 1:30 p.m.	
<b>Roll Call</b>	Roll call was taken and a quorum was achieved.	
<b>Previous Meeting Minutes Approval</b>	<p>Minutes from January 6 meeting and the February 3 discussion were reviewed.</p> <p><b>Motion: Accept January 6, 2010, meeting minutes as written.</b></p> <p><b>Motion: Mr. Doug Schoenwald</b> <b>Second: Ms. Bev Fronterhouse</b></p> <p><b>The minutes from the January meeting were approved.</b></p> <p><b>Motion: Move the February 3 discussion minutes into record.</b></p> <p><b>Motion: Ms. Natalie Newman</b> <b>Second: Mr. Pete Murphy</b></p> <p><b>The minutes from the February discussion were approved.</b></p>	
<b>Review of I&amp;R Log</b>	<b>Active Issues</b>	
	Item #57 – The Federal Non-DOD TSA primary position remains vacant since October 2007. The USARAK primary council position is vacant as of August 31, 09.	
	<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</b>	All Action Items from the January 6 meeting were closed.	



<b>Items from Previous Meeting</b>		
<b>Operations Management Office Update</b>	<b>Mr. Del Smith, Operations Manager</b>	
<p><b>FY11 Annual Budget</b></p> <p><b>2009 Annual Information Assurance Audit Report of Findings</b></p> <p><b>2009 UC Annual Assessment Report</b></p>	<p>1. Del advised the council that the draft FY2011 OMO Operating Budget needed to go to the Executive Council at their next scheduled meeting.</p> <p>Mr. Ocie Adams asked what caused the difference in the dollar figures from the October 2009 version of the draft budget and the December 2009 version of the draft budget. The OMO will provide information which shows where the figures came from.</p> <p>Chief Mark Beals asked that user training for member agencies be added back into the FY2012 budget.</p> <p><b>Motion: Move the draft FY2011 OMO Operating Budget forwarded to the Executive Council.</b></p> <p><b>Motion: Bev Fronterhouse</b> <b>Second: Pete Murphy</b></p> <p>2. Del explained the council that this is an annual requirement and will be provided to the Executive Council.</p> <p>Deputy Chief Brad Johnson requested the March report be corrected to include the 911 Cushman address.</p> <p><b>Motion: Move to accept the report as amended and forward to the Executive Council.</b></p> <p><b>Motion: Doug Schoenwald</b> <b>Second: Mark Beals</b></p> <p>3. Del briefed the council that this is the council's annual 'report card' on the activities by the Operations Management and System Management Offices.</p> <p>Motion: Move to accept the report as written and forward to the Executive Council.</p> <p><b>Motion: Ocie Adams</b> <b>Second: Ms. Kathryn Pyne</b></p>	<p>1. OMO to provided information to SOA DOT representative on difference in budget figures.</p>
<b>Membership Agreement</b>	<p>4. Del briefed the comments received from the member agencies during the comment period and the responses prepared for the council by the OMO. There was one item of contention among several agencies that the council</p>	<p>2. OMO to send out the revised draft Membership Agreement with the agreed upon language</p>



<p><b>Document Reviews</b></p> <p><b>UC Membership and Charter</b></p>	<p>needed to discuss and make a decision on. This revolved around the required notification to be given by agencies departing the System. A decision was reached. The OMO will make the agreed upon language changes and send out to the members for final vote of approval and forwarding to the Executive Council.</p> <p>5. Del advised the council on the number of documents outstanding from February and the number to be reviewed in March. He pointed out that the same few members seem to be the only ones reviewing documents. He encouraged the council members to stay on top of the reviews.</p> <p>6. Del suggested that the UC Charter and terms of membership be reviewed due to lack of participation by many current members. Major Leveque suggested that this be an agenda item at the April meeting and discuss a mechanism to un-enroll non-participatory members or forward a recommendation to the Executive Council for action.</p>	<p>changes to the members for vote of acceptance. Members are to vote within one week of distribution.</p>
<p><b>System Management Office Update</b></p>		
<p><b>Interference Issues</b></p> <p><b>Coverage Issues</b></p> <p><b>Maintenance/ Connectivity Issues</b></p>	<p>1. Mr. Casey Borg briefed on a couple issues that are currently being worked. There seems to be some interference from Site Summit and Kodiak with Marine Channel 16.</p> <p>There is also some interference at Tolsona affecting the EMS users.</p> <p>2. Casey briefed there are a couple of coverage issues that have been going on for a while but the agencies are just now notifying the SMO. Agencies should contact the Help Desk and provided as much information as possible as soon as they notice a coverage problem within the footprint of ALMR.</p> <p>3. Casey advised the only on-going issue at this time was with Kodiak Island which remains in site trunking. The area ETS needs to access is remote and winter weather is prohibiting any maintenance.</p>	
<p><b>Joint Project Team Update</b></p>	<p><b>Mr. Tim Woodall, ALMR Project Manager</b> <b>Mr. Joe Quickel, PMP</b></p>	
<p><b>Office of Emergency Communications</b></p>	<p>1. Mr. Tim Woodall advised the council that the OEC effort is currently underway. They are doing a case study of ALMR and the compliance with national policy. The OEC staff will be in Alaska in the next couple weeks to do interviews on barriers to national objectives.</p>	



<p><b>Tactical Interoperable Communications Plans</b></p> <p><b>Arctic Edge 2010</b></p> <p><b>OEC</b></p> <p><b>MotoBridge®</b></p>	<p>2. Mr. Joe Quickel briefed the TICPs are out for final review.</p> <p>3. Joe advised the council that exercise Arctic Edge 2010 will be April 26 – May 1.</p> <p>4. Joe provided an add on to Tim’s comment to advise the council that the OEC had been requested to come the week of March 21.</p> <p>5. Joe briefed that 34 of the 36 are now physically installed. There were still some circuit issues being worked at Eielson AFB and the shot from Saddle Mountain is still not completed due to weather hindrance.</p>	
<p><b>Joint Project Team Update</b></p>	<p><b>Mr. Jim Kohler, SOA ETS Program Manager</b></p>	
<p><b>SOA Budget</b></p>	<p>Mr. Jim Kohler briefed that the State budget was through the House subcommittee. He stated Chief Jeff Tucker was present and had testified from the North Star VFD perspective. Kathy Wassermann also spoke on behalf of the municipalities. The House closed out their actions and recommended the State take \$150,000 from DOA funds and collect from the municipalities to cover the cost. The budget now moved to the Senate subcommittee.</p>	
<p><b>Old Business</b></p>		
	<p>There were no old business items for this meeting.</p>	
<p><b>Next meeting</b></p>		
	<p>The next regularly scheduled meetings are April 7, May 5, and June 2.</p>	
<p><b>New Business</b></p>		
	<p>There was no new business this meeting.</p>	
<p><b>Adjourn</b></p>		
	<p>A motion was made to adjourn the meeting by Pete Murphy and seconded by Doug Schoenwald.</p> <p><b>The meeting was adjourned at 3:16 p.m.</b></p>	