



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
P	Claar	William	Mr.	Fed Non-DOD, US Forest Service
U	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>
T	Leveque	Matt	MAJ	SOA DPS, AST, <b>Chair</b>
E	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)
T	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
U	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
E	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
T	Patz	Greg	Mr.	SOA DOT
T	Pyne	Kathryn	Ms.	SOA All Others, DNR Forestry (representing all other SOA Agencies)
U	Royal	Ronald	Mr.	DOD USAF, Eielson AFB
P	Wilson	Barry	Capt	SOA DPS, AST

**Other Attendees**

P	Bohman	Andreas	Mr.	Security Manager
P	Borg	Casey	Mr.	System Manager
T	Kohler	Jim	Mr.	SOA ALMR Program Manager
P	Leber	Rich	Mr.	OMO Technical Advisor



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
<b>Called to Order</b>	Deputy Chief Brad Johnson 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>	Minutes from November meeting were reviewed.  <b>Motion: Accept November 3, 2010, meeting minutes as written.</b>  <b>Motion: Lt Kris Sell</b> <b>Second: Mr. Pete Murphy</b>  There were no objections. <b>The motion passed.</b>	
<b>Review of I&amp;R Log</b>	<b>Active Issues</b> Item #57 – Mr. Doug Schoenwald, SOA - All Others primary representative retired.  <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>	All action items from the November meeting were closed.	
<b>Operations Management Office Update</b>	<b>Mr. Del Smith, Operations Manager</b>	
<b>Position Paper on Non-Federal Cost Share</b>	1. Del briefed that the Position Paper on the User Council stance on the Non-Federal Cost Share had been presented to the members in November for review and comment. No changes were recommended. He asked the UC how they wanted to proceed and if they wanted to forward the paper to the Executive Council (EC) next.  Chief Jeff Tucker, AML representative to the EC, stated this would be a good time to get the information to the State Legislature. He requested a copy of the paper for such action.  Brad stated that a cover letter should be prepared and	1. OMO to provide a copy to Chief Tucker and prepare a cover letter for position paper prior to sending to the Executive Council.



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Alaska Land Mobile Radio

*ALMR User Council  
Meeting Minutes*

*Date: Dec 1, 2010*

<p><b>User Council Representative Participation</b></p>	<p>attached to the paper, and then it should be forwarded to the EC.</p> <p>Major Leveque emphasized the need to ensure that the cover letter identified the paper as a UC concept.</p> <p>Del asked if the UC wanted to vote to approve the paper at this time.</p> <p><b>Motion: Accept the User Council System Funding Position Paper, as written.</b></p> <p><b>Motion: Brad</b> <b>Second: Ms. Kathryn (KT) Pyne</b></p> <p>There were no objections. <b>The motion passed.</b></p> <p>2. Del revisited the issue of meeting attendance with the council. Participation by those members who have not been attending the meetings in the past has not improved. Del asked the council if they wanted to vote to remove them as representatives.</p> <p>Ms. Bev Fronterhouse stated, although it was perhaps an oversight on her part, she thought if the primary attended that the alternate did not need too.</p> <p>Brad stated it was almost a "Catch 22" situation because it is so hard to get people to participate, then we are going to remove them for not attending.</p> <p>Major Leveque stated he was torn over this situation. He agreed with Bev and Brad's though process, but the difficulty is when alternate participates, they don't know what is going on.</p> <p>Brad stated he thought the best solution was that one or the others attended.</p> <p>Del asked the council what they wanted to do and if they wanted to look at revising the UC Charter again.</p>	<p>2. OMO to send excerpt from the Charter to the Chair.</p>
<p><b>Annual Membership Agreement Renewal</b></p>	<p>3. Del advised the council that there were still five to six agencies that had not completed their FY11 Membership Agreements. All agencies were suspended to do so no later than November 18. Agencies that have not completed their agreements by Dec 31, face having their subscriber units disabled from operating on the System.</p>	
<p><b>MotoBridge Working Group</b></p>	<p>4. Del reminded the group that the MotoBridge Working Group meeting had been rescheduled to Dec 8</p>	



<b>System Management Office Update</b>	<b>Mr. Casey Borg, System Manager</b>	
<b>System Software Refresh/DIACAP Recertification</b>	<p>1. Casey gave a short overview briefing of the features and functions offered under the 7.9 System upgrade refresh. Some of the features the new software version offers are over-the-air programming, text messaging, fire station alerting, personnel location, and vehicle plate search.</p> <p>Another part of the reason the refresh is being considered is the vulnerabilities the current software version exposes the System to under the DIACAP review. The 7.9 upgrade will bring the System up to date.</p> <p>Under the DIACAP recertification it was noted that the MOA was no longer conducting security monitor for AWARN. Since AWARN is connected as Zone 4 of ALMR, this exposes ALMR to security risks.</p> <p>However, as of Nov 30, Mr. Trygve Erickson stated that the renewal for security monitoring would be going to the assembly for funding. If this does not occur, AWARN must be removed from connectivity with ALMR.</p>	
<b>Channel/Frequency Conflicts</b>	2. Channel 6 at Site Summit is still turned off awaiting installation of a filter that should solve the interference issues with the Coast Guard.	
<b>System Maintenance</b>	3. The Shuyak link to Kodiak is now partially up but continues to bounce. ETS is still working the issue. The Heney Range site link also continues to bounce.	
<b>Joint Project Team Update</b>	<b>Mr. Tim Woodall, ALMR Project Manager</b>	
<b>Pre-tested Software Patches</b>	<p>Pre-tested software services will no longer be provided as of January 1, 2011. The potential exists that untested patches could bring ALMR down. The DAA must make the decision to accept the risk or upgrade the System to a currently supported software version.</p> <p>Three courses of action have been put together:</p> <ul style="list-style-type: none"> <li>- do nothing and hope everything goes well/do no further patches.</li> <li>- apply patches without them being pretested and fix any problems that occur.</li> <li>- upgrade and elect to fund an annual refresh program.</li> </ul>	
<b>Joint Project Team Update</b>	<b>Mr. Jim Kohler, SOA ETS Program Manager</b>	
	Mr. Jim Kohler stated he had no updates at this time.	
<b>Old Business</b>		
	There was no old business presented during this meeting.	
<b>Next meeting</b>		



	<p>The next regularly scheduled meetings are January 5, 2011 February 2, and March 2.</p> <p>Brad will be unavailable and is excused for the January meeting. Captain Barry Wilson will be attending the FBI academy and is excused for the January - March meetings.</p>	
<b>New Business</b>		
<b>User Council Annual Elections</b>	<p>The OMO reminded the council that nominations for the Chair and Vice Chair positions were due November 19.</p>	
<b>OEC Catalog</b>	<p>Mr. Bruce Richter advised the council that the AKICC was working on the OEC catalog with DHS&amp;EM. He stated he would send the link to the OMO/Major Leveque to pass on to the other council members.</p>	
<b>Document Reviews</b>	<p>Del reminded the council that there were several documents that were overdue annual reviews and that there were quite a few upcoming reviews in December.</p>	
<b>Adjourn</b>		
	<p>A motion was made to adjourn the meeting by Pete and seconded by Major Leveque. There were no objections.</p> <p><b>The meeting was adjourned at 3:03 p.m.</b></p>	