



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
A	Beals	Mark	Chief	Municipalities, Central Rep – Bear Creek Fire Service Area
A	Fisher	Bryan	Mr.	SOA Other – DMVA (representing all other AK Agencies)
T	Fronterhouse	Bev	Ms	Fed Non-DOD – DOI
	VACANT			Fed Non-DOD – TSA
T	Johnson	Brad	Chief	Municipalities, Northern Rep - Fairbanks PD, <b>Vice Chair</b>
A	Leveque	Matt	MAJ	SOA – DPS, <b>Chair</b>
A	Mitchell	William	Mr.	DOD - Eielson
A	Murphy	Peter	Mr.	Fed Non-DOD - FBI
A	Head	Lowell	Mr.	DOD – US Army Alaska
A	Schmidt	Sheldon	Chief	Municipalities, Southeast Rep – Sitka PD
A	Taylor	Marlon	MSgt	DOD – Elmendorf

**Alternate**

A	Borrego	Susan	Ms.	Fed Non-DOD - FBI
A	Caldwell	Jim	Mr.	Fed Non-DOD - TSA
A	Garriott	Marcus	SSgt	DOD - Elmendorf
T	Gibbs	David	Mr.	Municipalities, Northern Rep – Fairbanks North Star Borough Emergency Manager
P	Hansen	Glenn	Mr.	SOA Other - DMVA
A	Keeney	George	Chief	Municipalities, Central Rep – Valdez FD
A	Lawson	Dave	Asst Chief	Municipalities, Central Rep – Valdez FD
A	Leggett	Ray	Chief	Municipalities, Southeast Rep – Skagway PD
A	Lewis	Mike	Mr.	Fed Non-DOD - DOI
T	Newman	Natalie	Ms.	DOD – US Army Alaska
A	Patz	Greg	Mr.	SOA - DOT
A	Royal	Ronald	Mr.	DOD – Eielson
A	Rudorf	Karl	MSgt	DOD – Elmendorf
P	Wilson	Barry	LT	SOA – DPS

**Other Attendees**

P	Borg	Casey	Mr.	System Manager
T	Quickel	Joe	Mr.	PMO
P	Schoenwald	Doug	Mr.	DMVA
P	Shafer	Sherry	Ms.	OMO Document Specialist
P	Smith	Del	Mr.	Operations Manager



T	Tucker	Jeff	Chief	North Star Volunteer Fire Department
P	Woodall	Tim	Mr.	DOD ALMR Program Manager

2. Meeting Minutes and Action Items

<b>Agenda Item / Topic</b>	<b>Discussion</b>	<b>Action Items</b>
<b>Called to Order</b>	Deputy Chief Brad Johnson called the meeting to order at 1:34 p.m.	
<b>Roll Call</b>	Roll call was taken and a quorum was achieved.	
<b>Previous Meeting Minutes Approval</b>	Minutes from May 6 meeting were reviewed.  <b>Motion: Accept and May 6, 2009, meeting minutes as written.</b>  <b>Motion: Mr. Glenn Hansen</b> <b>Second: Lt Barry Wilson</b>  <b>The minutes were approved.</b>	
<b>Review of I&amp;R Log</b>	<b>Active Issues</b>	
<b>#57 – User Council Vacant Positions</b>	1. The TSA primary representative position remains empty.	
<b>#58 – Outstanding PMI Discrepancies</b>	2. OMO to continue monitoring outstanding PMI QA discrepancies.	
	<b>Pending Issues</b>	
	There were no pending issues.	
	<b>Issues Closed at, or since, last meeting</b>	
	There were no issues closed at the last meeting.	
<b>Review of Action Items from Previous Meeting</b>	There were no Action Items from the May 6 meeting.	
<b>Operations Management Office Update</b>	<b>Mr. Del Smith, Operations Manager</b>	
<b>Annual Review and Update of Membership Agreements</b>	1. Mr. Del Smith briefed the council that it was time for the annual review and update of the Membership Agreements for agencies operating on ALMR. There were some minor changes correcting definitions and to the 'Special Provisions' section. The OMO plans are to send out an email advising agencies of the update and their cost share amount, if any. Agencies with no cost share need only reply to the email stating their intent to continue on ALMR for State FY 2010. Del advised that the Executive Council had been briefed at their May 21 meeting and they had no objections. Membership Agreements need to be finalized by June 30.	



<p><b>Amateur Radio Emergency Services (ARES)</b></p>	<p>2. Del reminded the council that at the last meeting everyone had been provided information on ARES and all that had remained was to complete the checklist. The checklist was now complete. DMVA agreed to be the representative on the User Council for ARES.</p> <p>SOA had already programmed ARES on the system a long time ago and this was the finalization of the ALMR process to be in compliance with the Cooperative Agreement.</p> <p>Deputy Chief Johnson asked the council if anyone had any objections to approving ARES to be on the System. There were no objections noted.</p> <p><b>Motion: Approve ARES to operate on ALMR.</b></p> <p><b>Motion: Barry</b> <b>Second: Glenn</b></p>	
<p><b>Common Language Working Group (CLWG)</b></p>	<p>3. Del briefed the council that the next meeting for the CLWG is scheduled for June 12. The purpose of the meeting is to finalize the designators/codes/signals for the five areas the WG identified as safety issues for first responders.</p>	
<p><b>Rural Deltana Coverage Issues</b></p>	<p>4. The OMO and the SMO are working together to determine the reason for the degradation of signal in the Rural Deltana area. It is not what was expected or should be. Further details will be provided in the SMO update.</p>	
<p><b>System Management Office Update</b></p>	<p><b>Mr. Casey Borg, System Manager</b></p>	
<p><b>Delta Coverage Issue</b></p>	<p>1. Mr. Borg briefed the council that Mr. Andy Strait from Motorola® had ran some coverage tests in the area but the data was not collected electronically from the test. Coverage passed on all the required grids. The question remains on whether coverage is what was proposed versus what they are current getting. It appears that they are getting what was originally proposed.</p> <p>Brad asked if the coverage has changed really significantly from when Delta first came on line.</p> <p>Casey stated he cannot confirm if the difference is from the move. He would have to go back and look at data on where they were then versus where they are now with respect to coverage. There were coverage issues even before the Delta/Donnelly/Greely move.</p> <p>Brad asked if it might not be a coverage issue or is something else affecting the coverage.</p>	



<p><b>Digitized Audio in Fairbanks</b></p> <p><b>On-going Maintenance</b></p>	<p>Casey stated there had been an interference issue prior but that he is not seeing that now. However, no one has been dispatched to the area to check with a site analyzer for periodic interference.</p> <p>Mr. Tim Woodall asked if there was a difference in performance since AT&amp;T had installed an antenna on the tower and had anyone checked the connectors and couplers. Someone needs to verify the antennas were not moved. Unless someone climbs the tower and checks it, it can't be verified that the antennas were not moved. He asked if there was a marked difference in the performance from before.</p> <p>Brad stated yes there was; he had talked to Ernie on several occasions and Ernie has stated that coverage has declined significantly and could provide information on when this occurred.</p> <p>Casey stated no one had been asked to climb the tower at this time.</p> <p>Tim asked if the power could be boosted temporarily to see if that helped.</p> <p>Casey stated that Fort Greely was already at full power but he would have to check Donnelly Dome's power output.</p> <p>2. Fairbanks area is experiencing digitized audio. It's not limited to any one area but is happening everywhere, from North Pole to Chena Hot Springs and on both mobiles and portables.</p> <p>Casey said we need as much information as possible from the reporting individuals (e.g. location, site affiliation, talkgroups). He also advised the council that vehicles with open windows cause interference due to the background noise. The mic cannot distinguish between the voice and the sound of the wind, it just transmits it.</p> <p>3. There are a couple sites currently under maintenance. Heney Range is having heat issues. Donnelly Dome/Black Rapids will be getting a new tower and moving some equipment. The site will be in site trunking during the maintenance. Next week Site Summit will be taken off line between 3 and 6 a.m. They will be tuning the antenna and multi-plexer.</p>	
<p><b>Joint Project Team Update</b></p>	<p><b>Mr. Tim Woodall, ALMR Project Manager</b></p>	
<p><b>MotoBridge®</b></p>	<p>1. MotoBridge® is installed at a number of locations (6 -8) but still working out the transport issue with the State.</p>	



<b>TICP Update</b>	<p>Training will be provided at the install locations.</p> <p>2. The update to the TICPs has started. Joe Quickel will provide more detail.</p>	
<b>Joint Project Team Update</b>	<b>Mr. Jim Kohler, SOA ETS Program Manager</b>	
	Mr. Kohler was not available for the meeting.	
<b>Project Update</b>	<b>Mr. Joe Quickel</b>	
<b>Tactical Interoperable Communications Plans</b>	1. The TICPs are being converted to the new DHS format. The contractor updating them should be contacting agencies and update the points of contact. Training workshops should be held sometime in July.	
<b>MotoBridge®</b>	2. For MotoBridge®, there are 78 seats available in the DOD contract for training. Once the equipment is installed and connectivity is provided, training can be conducted.	
<b>Office of Emergency Communications</b>	3. The OEC will be coming to Alaska to review ALMR. They are looking at issues involving governance, training, funding, etc. in order to address the hurdles still facing ALMR with regard to interoperability.	
<b>Old Business</b>	There were no items for this meeting.	
<b>Next meeting</b>	The next regularly scheduled meetings are July 1, and Aug 5, Annual Meeting Sep 22 - 23, and Oct 7, 2009.	
<b>New Business</b>	<p>Chief Tucker asked if anything had ever happened with the North Pole SD/SA.</p> <p>Brad stated the plan was sitting on the shelf waiting State funding.</p> <p>Del stated he had suggested the State apply for stimulus funds since it was the closest thing to a "shovel-ready" project. The State could fund it using State general funds or grants or a combination of both to fund it. The site itself is beyond DOD needs.</p>	
<b>Adjourn</b>	<p>A motion was made to adjourn the meeting by Barry and seconded by Ocie.</p> <p><b>The meeting was adjourned at 2:11 p.m.</b></p>	