



I. Attendance Roster

User Council Members and Alternates

X = In attendance	XP = In attendance via telephone	A = Absent
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XP	Adams	Ocie	Mr.	AK DOT&PF, Primary
X	Fisher	Bryan	Mr.	AK DMVA –Primary representing all other AK Agencies
X	Freed	Andrew	MSgt	EAFB, Primary
XP	Fronterhouse	Bev	Ms	DOI, Primary, Fed non-DoD
XP	Hull	Dave	Chief	Southeast Rep, Primary
XP	Johnson	Brad	Chief	Northern Rep, Primary, Fairbanks PD, VChair
X	Leveque	Matt	MAJ	AST, DPS, Primary, Chair
XP	McGillivray	Tod	Sgt	Central Rep, Primary, Soldotna PD
XP	Mitchell	William	MSgt	Eielson AFB, Primary
A	Newman	Natalie	Ms.	US Army AK, Primary
X	Hooks	Wilbur	Mr.	Fed non-Dod, Primary, TSA
X	Murphy	Peter	Mr.	Fed non-Dod, Primary, FBI

Alternates

XP	Fenimore	Kyle	SSgt	Eielson AFB, Alternate, 354 CS/SCMR
A	Jones	Robert	MAJ	US Army AK, Alternate
A	Krill	Jack	Mr.	Central Rep, Alternate, Central Mat-Su
A	Lewis	Mike	Mr.	DOI, Alternate, Fed non-DoD
A	MacDonald	Craig	LT	AST, DPS, Alternate
A	Mathey	Frank	Captain	EAFB, Alternate
XP	Patz	Greg	Mr.	AK DOT&PF, Alternate.
A	Poindexter	Corey	Mr.	US Army AK, Alternate
A	Schmitt	Sheldon	Chief	Southeast Rep, Alternate
XP	Tucker	Jeff	Chief	Northern Rep, Alternate North Star Fire
XP	Patz	Greg		SOA DOT, Alternate
A	Hansen	Glenn		SOA Other, Alternate
A	Caldwell	Jim	Mr.	TSA, Alternate, Fed non-DoD
A	Borrego	Susan	Ms.	FBI, Alternate, Fed non-DoD

Other Attendees

X	Blaine	Scott	Sgt	
X	Borg	Casey	Mr.	System Manager (BSIT)
X	Callies	Terry	Mr.	Motorola
X	Dixon	Toni	Ms..	DOD Project Office
X	Henderson	Randy	Mr.	Municipality of Anchorage



X	Hulse	Scott	Mr.	Motorola
X	Leber	Rich	Mr.	Technical Adviser (5 Star)
X	Marshall	Melissa	Ms.	SOA ALMR Project Manager
X	Quickel	Joe	Mr.	DoD Project Office
X	Sakumoto	Dwayne	Mr.	Motorola
X	Smith	Del	Mr.	Five STAR
X	Smith	Steve	Mr.	APD
X	Taylor	Marvin	SrA	Elmendorf
X	Wheeler	Gina	Ms.	Wasilla PD
X	Woodall	Tim	Mr.	DoD Project Manage
X	Yates	Jimmy	SrA	Elmendorf

II. Meeting Minutes and Action Items – No Nine

Agenda Item / Topic	Discussion	Action Items
Call to Order Roll Call Minutes	The meeting was called to order at 1:30 p.m. Roll call was conducted and a quorum achieved. The minutes were corrected and approved via e-mail prior to the meeting.	
Issues and Risk Log	See the attached Issues and Risks log for additional information.	<ol style="list-style-type: none"> 1. UC members to advise Casey Borg if they are continuing to have audio problems. 2. MAJ Leveque to work on the ROM for an annual UC meeting. 3. Toni Dixon to continue to collect in building requirements.
Gateway Presentation	The primary function of the Motobridge is to connect disparate radios. We will revisit the Motobridge idea in the future.	Toni Dixon to collect requests for the Motobridge CD.
Risk Analysis Presentation	Dr. Ken Jones presented a risk analysis report. Funding was significantly reduced (\$9.6 million) by the previous administration. Dr. Jones needs the help of the User Council to receive the funding that will mitigate many critical risk factors	



	<p>associated with the SATS system. He encouraged the membership to contact their State representatives. Dr. Jones is organizing an education effort targeting the Legislature this session.</p> <p>The entire state infrastructure requires repair. Radio sites are connected together by microwave. Even though they have a maintenance contract that is separate, they depend on the microwave for connectivity. Dispatch is also required and dependent on microwave.</p> <p>Microwave is the weak link.</p> <p>Dr. Jones noted that he will travel to Juneau to meet the new president of the Alaska Municipal League.</p>	
<p>ICS Zone Update</p>	<p>Joe Quickel presented a re-cap of our efforts regarding the ICS Regional Zones.</p> <p>After some discussion, the User Council members agreed to move forward with the planned regional zones. The UC needs to determine the priorities so that an implementation plan can be developed.</p> <p>Mr. Woodall noted that agencies participating in AS/NE07 will have a higher priority than other agencies. Radios with regional zones must be identified as such. Brian Fisher shared the AS/NE07 participants lists.</p> <p>No talk group agreements are needed for the regional zones.</p> <p>Sgt Mitchell identified himself as the 'no' voter. His biggest issue is that security forces only have model 1 radios (no display). There was a plan to make the old ICS configuration work. We never did</p>	<ol style="list-style-type: none"> 1. Casey Borg will finish loading the regional zone talkgroups into the system and get the info out by the end of this week. 2. Joe Quickel and Toni Dixon to work with the Joint Program Office to gather and share information about loaner radios, re: ICS Zones programming. 3. Joe Quickel to develop an implementation plan for the ICS Zones and schedule a presentation.



	<p>define how to use the IC Zone. Sgt. Mitchell stated that implementing the regional ICS zone is acceptable.</p> <p>In addition to the Implementation Plan, processes and procedures must be developed and regional dispatch centers must be identified.</p>	
<p>TICP</p>	<p>TICP's will be released to everyone through John Madded at DHS/EM. There will be an opportunity for agencies to make comments. It will not be finalized until that feedback is analyzed and incorporated into the documents.</p> <p>COML Training will occur April 9 -13.</p>	<ol style="list-style-type: none"> 1. Joe to send a COML informational e-mail to UC members requesting additional participants. 2. UC members to contact Toni Dixon if interested in COML training. 3. Rich Leber to resend the request for technical point of contact information to UC members who will forward it to their constituents.
<p>Dr. Jones and Mr. Woodall</p>	<p>Mr. Woodall:</p> <ol style="list-style-type: none"> 1. The CONOPS documents how ALMR supports first responders. The upcoming COMEX will be validated by an earthquake scenario tabletop exercise. The CONOPS is in final review. 2. The project team is working to get the MOSCAD system standardized and is waiting for a ROM from Motorola. The solution will be implemented as funding becomes available. MOSCAD provides the ability to turn sites off remotely or provide an alarm when is a generator going to run out of fuel. <p>Dr. Jones:</p> <p>Dr. Jones noted he covered most of his items in the earlier briefing – only one thing to add – there will be three Acceptance Test Plan reviews in the next week, completing the Kenai 12.</p>	



<p>Mr. Otte and Mr. Leber</p>	<p>Rich Leber reported that Ron Otte, who is currently out of state, had a meeting with the Commissioner of Public Safety, Walt Monegan, early in January. They spent some time discussing issues.</p> <p>Rich Leber and Ron Otte also met with Dr. Jones to establish a line of communication with the state.</p> <p>Rich Leber noted that Russ Ackerman is concerned about the coverage in North Pole and Chena Hot Springs. They would like to add a site there and turn it over to ALMR. We need processes and procedures for enhancing the System and for turning sites built by others over to ALMR.</p> <p>Rich Leber added that the city of Seward was given an estimate of \$160K for equipment to connect their dispatch to ALMR. Rich is working to help Seward verify the costs that the vendor quoted.</p>	
<p>Date of Next Meeting</p>	<p>March 7, 2007</p>	
<p>New Business</p>	<p>Major Leveque commended the Project Team and the 5 Star Team for their excellent work on the ICS Regional Zone effort. This effort was also a big step for the User Council who came to consensus after a quick but thorough analysis of a problem/suggestion. We can use this as a model for future issues requiring agreement.</p> <p>Tod McGillivray noted that although he is not familiar with the issues keeping his alternate, Jack Krill, from participating in the UC, we need to determine if he will return or be replaced.</p> <p>Dave Hull reported that the EMS group is</p>	<ol style="list-style-type: none"> 1. Tod McGillivray to speak with Dennis Brodigan re: Central Alternate 2. Tod McGillivray will contact Tim Woodall for assistance in developing a budget estimate for a gateway. 3. Dave Hull to work with SE EMS to document their concerns and present them at the March Meeting. 4. Toni Dixon to collect agency names from UC members for organizations who need further outreach.



	<p>concerned about costs, budgeting, grants, etc. Dave will present more information from them more info at the next meeting.</p> <p>The User Council needs to be reminded that ALMR has a terrible Public Relations problem. For example, a repeater is scheduled to be installed in Ketchikan during May, but Dave doubts that anyone is ready. More outreach is needed.</p> <p>Major Leveque closed the meeting by adding that the User Council must continue the education process. We need to formalize outreach and education. Confusion still exists.</p>	
Adjourn at:	15:31	



Alaska Land Mobile Radio & State of Alaska Telecommunications System Risk Analysis

February 7, 2007

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Risk Analysis Variables

- Potential for loss of primary and backup power systems
- The impact that a loss of an individual remote site would have on the system due to cascading effects and the numbers of users affected
- The potential for not getting access to a site due to weather delays and travel
- The probability that unfinished critical maintenance will cause a site outage



Sites at Risk

- Numerical total risk score higher than 50 is considered to be a critical risk for failure
- 69 of 126 Public Safety Sites have a total risk score greater than 50
- 15 of these sites have a total risk score greater than 100

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Maintenance Plan Priorities

- Site degradation or failure (Break/Fix)
- Critical Maintenance
- Preventive Maintenance Inspections (PMI)
- Preventive Maintenance Follow-Up

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Maintenance Requirements

Maintenance Categories	Hours Required	Available	Difference
Site Degradation or Failure	2,632		
Critical Maintenance, top 35 Sites	20,400		
Preventive Maintenance Inspection	11,375		
Preventive Maintenance Follow Up	11, 875		
Total Hours Required	46,282	26,235	20,047

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Final Comments



- 4.6 million O&M Funding to be reduced by 10%
- \$9.6 million requested for O&M was deleted from the budget by the previous administration
- \$ 10.1 million in capital project funds was deleted
- As currently configured and funded ETS can not support the mission requirements of the Service Level Agreement (SLA)
- 44 remote communication sites have a greater than four hours drive time from existing ETS radio shops

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ALMR Remaining Sites

Diamond Ridge - Homer	Build 2007 - Operational
Nikiski - Nikiski	Build 2007 - Operational
Fire Station 12 - VHF - Anchorage	Build 2007 - February
Beaver Creek (Northway) - Alaska Hwy	Build 2007 - February
Federal Building (Court house) - Juneau	Build 2007 - February
Money Knob (Livengood) - Dalton Hwy	Build 2007 - February
Heney Range - Cordova	Build 2007 - March
Pillar Mtn - Kodiak	Build 2007 - April
Womens Bay - Kodiak	Build 2007 - April
Haines - Haines	Build 2007 - May
High Mtn - Ketchikan	Build 2007 - May
Skagway - Skagway	Build 2007 - May
Gilmore Creek - Steese Hwy	NOAA site - need additional funding
Gold Creek (Miami Lake) - Parks Hwy	Requesting Cops 07 grant - Build 2007/2008
Grandview (Tunnel) - Seward Hwy MP 51	Requesting Cops 07 grant - Build 2007/2008
Hunter - Seward Hwy MP 40	Requesting Cops 07 grant - Build 2007/2008
Mt Sunny Hay - Craig	Requesting Cops 07 grant - Build 2007/2008
Petersburg- Petersburg	Requesting Cops 07 grant - Build 2007/2008
Sitka - Sitka	Requesting Cops 07 grant - Build 2007/2008
Wrangell - Wrangell	Requesting Cops 07 grant - Build 2007/2008
Mt Susitna - Anchorage	Move to different location
Rugged Island - Seward	Move to different location

Enterprise Technology Services



Public Safety Radio Communications and Microwave System Support Shortfall

Concern	<ul style="list-style-type: none"> - 69 of 126 public safety communication sites have been identified as being at critical risk for failure
Problems	<ul style="list-style-type: none"> - As currently configured and funded ETS can not support the mission requirements of the ALMR Service Level Agreement (SLA) - Site failures are resulting from the lack of technical and engineering staff necessary to perform critical maintenance on high risk sites - Single points of failure can result in major network outages, disrupting critical communications for state, local and federal agencies - Inability to transition the Fairbanks International Airport and Department of Corrections
Objective	<ul style="list-style-type: none"> - Reinstate requested budget to complete SOA agency transition to ALMR, and critical and routine maintenance needed to minimize outages - Open radio shops in Fairbanks, Glennallen, and Kenai to increase response time and minimize outages
Primary target audience	<ul style="list-style-type: none"> - State of Alaska Governor's Office - State of Alaska Legislators - State of Alaska Commissioners
2007 Budget Requirements	<ul style="list-style-type: none"> - Operation and Maintenance – \$9.1 million - Capital Projects - \$10.6 million
2007 Additional Human Requirements	<ul style="list-style-type: none"> - Engineers - 4 - Technicians - 11 - Support Staff - 1
Key timelines	<ul style="list-style-type: none"> - June 2007 – FCC construction deadline expires on 2 communication sites - September 2007 - DoD stops paying for full price of ALMR operations and maintenance - October 2007 – ETS takes over ALMR operations and maintenance - December 2007 – FCC construction deadline expires on 11 communication sites
Background	<p>Prior to the outsourcing in 2001</p> <ul style="list-style-type: none"> - ETS had a workforce of 48 engineers, technicians, and administrative support dedicated to the state microwave network and public safety communications - The systems were supported by 5 ETS radio shops around the state - The public safety radio systems included conventional and paging - There were no sites in construction for upgrades or installation <p>Current situation as of January 2007</p> <ul style="list-style-type: none"> - ETS has a workforce of 24 engineers, technicians, and administrative support dedicated to the state microwave network, public safety communications, and site construction. - The system is serviced by 2 radio shops (Anchorage/Juneau) - The \$ 400 million SATS/ALMR systems have only a \$3.7 million budget - The public safety radio systems includes ALMR, conventional and paging - ETS is in the process of upgrading and installing more than 70 communication sites - ETS has an operations and maintenance shortfall of 20,047 personnel hours assuming technical and engineering resources are not used for construction
Contact	<p>Dr. Ken Jones ALMR Program Manager 907-748-4294 ken_jones@admin.state.ak.us</p>