

Date: May 5, 2021

### 1. Attendance.

P = Present	T = Via Telephone	E = Excused	U = Unexcused	N/A = Not required

### **User Council Members**

	Oct Oddion Members				
	Primary				
U	Angell	James	SSgt	DOD USAF, JBER	
U	Atkinson	Ross	Mr.	Fed Non-DOD DOI, BLM-Alaska Fire Service	
N/A	Cicciarella	Bob	Chief	Municipalities Central	
N/A	Eike	Erin	LTC	DOD US Army - Alaska	
	VACANT			Municipalities North	
Т	Kalwara	Erann	Ms.	Municipalities Southeast	
Е	Kroona	Jon	Mr.	Federal Non-DOD DOJ, FBI	
U	Nelson	James	Officer	Fed Non-DOD All Others, US Forest Service	
Т	Martin	Chris	Mr.	DOD USAF, Eielson AFB	
Т	Monteleone	Dan	Mr.	SOA DOT	
Т	Rockwell	John	Mr.	SOA DPS, Chair	
Τ	Skinner	Nate	Mr.	SOA All Others, DNR Forestry	

	Alternate				
U	Boyce	Timothy	Mr.	Fed Non-DOD DOI, National Park Service	
Т	Brown	David	Mr.	Fed Non-DOD DOJ, FBI	
U	Carrier	Chasen	A1C	DOD USAF, JBER	
Т	Cole	Henry	Mr.	SOA DOT	
Т	Berrian	Keith	Deputy Chief	Municipalities North, Chena Goldstream Fire & Rescue	
Т	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough	
Т	Jones	Dave	Mr.	DOD USAF, Eielson AFB	
U	Loughton	Mike	Special Agent	Fed Non-DOD All Others, US Forest Service	
Т	Mlynarik	Pete	Chief	Municipalities Central, Soldotna PD	
Т	Nelsen	Scott	Mr.	SOA All Others, DMVA, Vice Chair	
N/A	Roberts	Rick	Captain	SOA DPS	
N/A	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD	
Т	Williams	Rick	Mr.	DOD, US Army - Alaska	
Т	Young	Sam	Mr.	Fed Non-DOD All Others, TSA	

### **Supporting Staff and Guests:**

Т	Butcher	Jacob	Mr.	MATCOM
Р	Conant	Travis	Mr.	System Manager
Т	Piksa	Joe	Mr.	Motorola Solutions
Т	Reed	David	Mr.	Information Systems Security Manager
Т	Schijvens	Sander	Mr.	Wostmann & Associates
Т	Shafer	Sherry	Ms.	Document Specialist
Т	Smith	Del	Mr.	Operations Manager (proxy)
Р	Stormo	Scott	Mr.	SOA APSCS
Т	Thometz	Tim	Mr.	Icom America
Τ	Woodall	Tim	Mr.	ALCOM PM/COR



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## 2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Mr. John Rockwell called the meeting to order at 1:31 p.m.	
Roll Call	Roll call was taken and a quorum of User Council (UC) members was in attendance.	
Introduction of Guests/Special Announcements	There were no special guests or announcements.	
Previous Meeting Minutes	John stated hopefully everybody had a chance to review the April meeting minutes and asked for any comments, suggestions, revisions. Hearing none, he asked for a motion to approve the April meeting minutes.  Motion: Approve the April 7 meeting minutes as written.  Motion: Mr. Dan Monteleone Second: Mr. Scott Nelsen  There were no objections. The motion passed.	
Issues & Risks Log Item Number	Active Issue	Action Items Assigned
	John asked Ms. Sherry Shafer, Operations Management Office, to provide the update for the Issues and Risks Log. She noted there was one change from the last meeting.  Assistant Chief Doug Fournier had informed the Operations Management Office (OMO) he was going to be leaving the job position at the end of April and would no longer be able to continue serving as the municipalities North representative primary position, so it is now vacant.  Issues Closed at, or since, last meeting	
Action Items Review	Opened Items	Resolution
	John asked Sherry Shafer to also provide the update for the Action Items.  Sherry stated they were still carrying the action item on the timeline for the replacement of the non-TDMA radios and that one would continue to be carried forward until there was a definitive answer on that timeline.	
Operations Management Office	Mr. Del Smith, Operations Manager proxy	Action Items Assigned
Zone Controller Rollover	1. Del briefed the Zone controller rollover for quarter two patching was set for May 26 and 27. He also noted there is an added console popup message for reboot required and	



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he was glad to see that ALMR had figured out a way to
maybe get it done in a timely manner.

Del asked Mr. David Reed if he had anything he wanted to add regarding that.

David advised he was completing testing on it to verify it works before we push it out to a test group at this time.

### BKR500 Acceptance Test Procedure

2. Del informed the council the Bendix King BKR 500 passed its ATP on April 28th using the new TDMA ATP format and was approved to operate on the system.

#### Outreach

3. Del briefed that Chris would be continuing his outreach to agencies with the federal agencies soon.

## Annual Inventory Confirmations

4. Del stated 115 annual inventory confirmation forms had been returned to date. He added four agencies had requested an extension. Del advised the suspense was April 30 and the OMO would be calling the agencies who have not returned their forms. He asked everyone to please get those turned in in a timely manner and if they couldn't get it done for some reason, to please get in touch with Sherry or Chris and request an extension, so they know what's going on.

#### **Training**

5. Del briefed there were 14 new training vignettes developed and posted to the website for both the XTS and the APX radios. He added the next training class would be conducted on May 25th at 9:30a.m. and would cover ALMR interoperability overview and basics.

## April Document Reviews

6. Del noted the OMO had reviewed the Employee Termination Policy of Procedure 200-1, the Facility Security Penetration Policy and Procedure 200-2, the Emergency Operations Policy and Procedure 300-55, the System Change Request Management Policy and Procedure 400-3 and the Outage Reporting Policy and Procedure 400-11 in April.

### **April Metrics**

7. Del stated the ALMR system metrics calls were at 1,148,207 and that was down by about 930k from April. He added the push-to-talks were at 2,128,738 and they were also down by about 92k, but the busies were up by 161 at a total of 428 busies in April. Del noted the subscriber count was up by 8 subscribers since March at 23,311. He stated there was no information available on the sites with three nines for March. Del concluded the metrics by briefing the website traffic had 138 unique visitors, 119 new visitors 200 sessions in which 84 percent found ALMR using a search engine and 54 percent were direct, meaning they typed the URL or had it bookmarked.

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OTD He are al-	O. Del announced the OTD annual and a second 1	I
GTR Upgrade	8. Del announced the GTR upgrade process is ongoing with the SMO and Motorola actively installing GTRs at the following sites in the last week: Pipeline Hills Ski Hill, Kasilof, Nikiski, and Ninilchik. He added Travis and company were in Whittier today installing there.	
Coratana		A ation Items
System Management Office	Mr. Travis Conant, System Manager	Action Items Assigned
	Mr. Travis Conant was in the field and unavailable for the meeting.	
State of Alaska	Mr. Scott Stormo	Action Items Assigned
GTR Upgrade	1. Mr. Scott Stormo confirmed as Del mentioned, they were rapidly installing the GTR sites, and they are taking probably 6 to 8 hours per site as they do all that work. He added the Motorola techs are doing a lot of the configuration and programming and will be here essentially every week through the end of August, except for the week of the 4th of July hopefully they are going to make some pretty good progress getting through those this summer.	<b>V</b>
Radio Flash Upgrades	2. Scott noted they are still waiting for the flash upgrades for most of the state and local agencies to get to us. He added Motorola was working through the ordering process for that, and when those come, they will distribute those out to the appropriate points of contact for the local agencies and will hang on to the ones for the state agencies and take care of the state customers flash upgrades.	
	Scott reminded everyone that if a TDMA capable APX radio was not ordered with TDMA software, then doing the flash upgrade on it will turn it into TDMA ready and those radios will work most efficiently on the new system.	
	Scott also reminded anyone buying any new radios to make sure they get TDMA features on them from the get-go, so they will be ready to work.	
State Technicians	3. Scott briefed they had turned over quite a few personnel and they were still working on fillings slots. He added they are starting to have some of the state people traveling every week to work on maintenance at the sites unrelated to the GTR upgrades and there will occasionally be outages going on. Scott stated for those outages, agencies will be notified through the Help Desk.	
	John stated he would like to address two issues for the group. He reminded Scott about the action item that we are going to require TDMA for all radios and asked if there had been any other discussion regarding dates or timeframes to put that stretch goal out there to have this done.	



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	Scott advised there had not been any further discussion and he felt it was up to the operational community to try to pick a date. He added there was nothing driving having a date other than the system would not be able to take advantage of the new equipment without the newer radios on it. Scott restated for anyone using an XTS or XTL that those have been out of support and service for probably two to five years depending on the model, so they have definitely gotten some good use out of them for their lifecycle, but agencies should be looking at trying to get the budget to replace them.  John stated he appreciated that information and basically just wanted to bring it up to this group as we move forward. He added a lot of these radios are at least 15 years old, and so it's time to start thinking about replacing/upgrading them and to make sure to get the TDMA upgrade.  John also asked Scott about the next system upgrade to the 2020 X platform and if he had a timeframe once all the GTRs were completed.  Scott stated he thought the projected timeline would be the first quarter calendar year 2022. He added his understanding is the Municipality of Anchorage has obtained their funding from the last bond election, although he believed they had not yet executed the contract. He deferred talking about the DOD to Mr. Woodall but noted that assuming everybody's contracts were executed once the state was done with the GTRs, the quarter of next	
Department of Defense	calendar year they would do the system upgrade.  Mr. Timothy Woodall	Action Items Assigned
System Software Platform Update	1. Mr. Timothy Woodall continued where Scott left off stating the Air Force is tracking and they are working with the Air staff and he believed they understand the funding requirement and the timelines. He noted he did not have a clear answer for the Army and deferred to Mr. Rick Williams if he had anything more definitive.	Assigned
US Army Pacific Enterprise Network	2. Mr. Woodall briefed the Army in the Pacific wanted to have an enterprise network which the Army as the system manager has oversight of, and they wanted to include Alaska Land Mobile Radio as part of it. He explained they were not trying to break ALMR off, but they're looking to set up a connection between Alaska and Hawaii. Mr. Woodall stated that Mr Charles Sanders would be in Alaska near the end of the month, and he would be bringing him by to talk with Scott so Mr. Sander could go over what the plans are with regard to connecting DoD Alaska to the enterprise that they have in the Pacific.	



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DOD Contract	3. Mr. Woodall explained that both Mr. Sanders and he were also looking into alternative contract approaches for the maintenance contract. He added the Community Partnership Program, which they participate in now that allows the state of Alaska to administer the contract, but it is not compatible with the wide area workflow enterprise system that the Department of Defense has in place for managing contracts, invoices, and payments. Mr. Woodall stated he was in conversations with the 673rd Contracting Squadron to look at the potential of awarding a sole source contract, based on the terms and conditions of the state's already awarded contract, and that way they would leave the terms and conditions but just have a separate contact contract vehicle which invoicing would be done to wide area workflow and would probably take care of the issues with manual payments and manual invoicing that that have put us in arrears in some cases.  Mr. Woodall added they were early into the process and this would not be in place at the start of the new contract year for the upcoming maintenance contract. He advised it could be in place during that year if we are able to move forward in that direction, have it awarded there would be some coordination that would have to take place if that occurred although the best time to change a contract award is on the contract anniversary date. Mr. Woodall stated they may have to have a contract MOD executed by the state at some point if we if we are able to execute.  Mr. Woodall noted the Army also has a very large enterprise contract and they're looking at their ability to interface with the maintenance contract.  Mr. Woodall concluded by saying the only caveat he had was that it is extremely important that this is done in conjunction with the terms and conditions that they have under the current maintenance contract and make the award under those same condition with the same contract players He noted otherwise they could potentially have two different	
	companies with two different approaches to how the system is maintained, and that would create some complicated issues that they don't want to deal with.	
New Business	Discussion	Action Items Assigned
	John asked if there were any New Business items and there	
Next meeting	was no response.  Discussion	
HOAT INCOMING	John reminded everyone the next meetings are scheduled	
	for June 2 and July 7.	
Adjournment	Discussion	



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John asked if there was any other discussion for the good of the group and hearing no response, he requested for a motion to adjourn the meeting.

Motion: Adjourn the May monthly User Council meeting.

Motion: Mr. Scott Nelsen Second: Mr. Nate Skinner

There were no objections. The motion passed.

The meeting adjourned at 1:56 p.m.