



1. Attendance.

P = Present	T = Via Telephone	E = Excused	U = Unexcused	N/A = Not required
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User Council 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
T	Kalwara	Erann	Ms.	Municipalities Southeast
E	Kroona	Jon	Mr.	Federal Non-DOD DOJ, FBI
U	Nelson	James	Officer	Fed Non-DOD All Others, US Forest Service
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
T	Monteleone	Dan	Mr.	SOA DOT
T	Rockwell	John	Mr.	SOA DPS, Chair
T	Skinner	Nate	Mr.	SOA All Others, DNR Forestry

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

Supporting Staff and Guests:

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



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	<p>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.</p> <p>Motion: Approve the April 7 meeting minutes as written.</p> <p>Motion: Mr. Dan Monteleone Second: Mr. Scott Nelsen</p> <p>There were no objections. The motion passed.</p>	
Issues & Risks Log Item Number	Active Issue	Action Items Assigned
	<p>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.</p> <p>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.</p>	
	Issues Closed at, or since, last meeting	
Action Items Review	Opened Items	Resolution
	<p>John asked Sherry Shafer to also provide the update for the Action Items.</p> <p>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.</p>	
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	



<p>BKR500 Acceptance Test Procedure</p> <p>Outreach</p> <p>Annual Inventory Confirmations</p> <p>Training</p> <p>April Document Reviews</p> <p>April Metrics</p>	<p>he was glad to see that ALMR had figured out a way to maybe get it done in a timely manner.</p> <p>Del asked Mr. David Reed if he had anything he wanted to add regarding that.</p> <p>David advised he was completing testing on it to verify it works before we push it out to a test group at this time.</p> <p>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.</p> <p>3. Del briefed that Chris would be continuing his outreach to agencies with the federal agencies soon.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	
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<p>DOD Contract</p>	<p>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 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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	
<p>New Business</p>	<p>Discussion</p>	<p>Action Items Assigned</p>
	<p>John asked if there were any New Business items and there was no response.</p>	
<p>Next meeting</p>	<p>Discussion</p>	
	<p>John reminded everyone the next meetings are scheduled for June 2 and July 7.</p>	
<p>Adjournment</p>	<p>Discussion</p>	



Alaska Land Mobile Radio

*ALMR User Council
Meeting Minutes*

Date: May 5, 2021

	<p>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.</p> <p>Motion: Adjourn the May monthly User Council meeting.</p> <p>Motion: Mr. Scott Nelsen Second: Mr. Nate Skinner</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 1:56 p.m.</p>	
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