



1. Attendance.

P = Present	T = Via Telephone	E = Excused	U = Unexcused	N/A = Not required
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**User Council Members**

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

Alternate				
U	Boyce	Timothy	Mr.	Fed Non-DOD DOI, National Park Service
N/A	Brown	David	Mr.	Fed Non-DOD DOJ, FBI
N/A	Carrier	Chasen	A1C	DOD USAF, JBER
U	Cole	Henry	Mr.	SOA DOT
T	Berrian	Keith	Deputy Chief	Municipalities North, Chena Goldstream Fire & Rescue
N/A	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
N/A	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, <b>Vice Chair</b>
N/A	Roberts	Rick	Captain	SOA DPS
N/A	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD
U	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
P	McCullar	Colton	Mr.	System Management Office
P	Letterman	Chris	Mr.	Operations Manager
T	Miller	Fred	Mr.	Motorola Solutions
T	Reed	David	Mr.	Information Systems Security Manager
T	Shafer	Sherry	Ms.	Document Specialist
P	Woodall	Tim	Mr.	ALCOM PM/COR
T	Ulrich	Naomi	Ms.	Motorola Solutions



2. Meeting Minutes and Action Items.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Call to Order</b>	Mr. John Rockwell called the meeting to order at 1:30 p.m.	
<b>Roll Call</b>	Roll call was taken, and a quorum of User Council (UC) members was in attendance.	
<b>Introduction of Guests/Special Announcements</b>	There were no special guests in attendance	
<b>Previous Meeting Minutes</b>	<p>John asked if everyone had a chance to review the June meeting minutes and if there were any requested changes. There were no responses and he asked for a motion to approve the previous minutes.</p> <p><b>Motion: Approve the June 2 meeting minutes as written.</b></p> <p><b>Motion: Mr. Scott Nelsen</b> <b>Second: Chief Pete Mlynarik</b></p> <p>There were no objections. The motion passed.</p>	
<b>Issues &amp; Risks Log Item Number</b>	<b>Active Issue</b>	<b>Action Items Assigned</b>
	John asked Ms. Sherry Shafer, Operations Management Office, to provide the update for the Issues and Risks Log. She noted Operational items OP08 and OP10 are now closed. She stated these were the battery plant at Black Rapids and the rectifier issues at Donnelly Dome and US Army Alaska had taken care of those by updating and refreshing their power plants.	
	<b>Issues Closed at, or since, last meeting</b>	
<b>Action Items Review</b>	<b>Opened Items</b>	<b>Resolution</b>
	<p>John asked Sherry to also provide the update for the Action Items.</p> <p>Sherry stated there was one item still open from the December 2 meeting.</p>	
<b>Operations Management Office</b>	<b>Mr. Chris Letterman, Operations Manager</b>	<b>Action Items Assigned</b>
<b>GTR Upgrade</b>	1. Chris briefed his first topic item is the GTR upgrade progress, but he wouldn't spend much time on this because Travis was present and could give everyone a much thorough update. He stated the System Management Office (SMO) and Motorola have been working very hard and diligently on installing GTRs around the network as well as replacing some antennas. Chris added if agencies aren't	



<p><b>Annual Inventory Confirmations</b></p>	<p>following the ALM Twitter, they should be because it will help keep them up to date along with some fantastic pictures that Travis has been sending.</p> <p>2. Chris thanked everyone stating but we were 100% complete on the inventory confirmations from all the agencies and the last form was received on June 28. He added he appreciated everyone's diligence.</p>	
<p><b>Membership Agreements</b></p>	<p>3. Chris advised there was only one agency outstanding as of right now and he suspected they may get back to the Operations Management Office (OMO) by the end of next week. He gave a huge thank you to everyone for getting their membership agreements signed through your chains of command and emphasized it certainly makes things easier to have all the membership agreements in by July 1.</p>	
<p><b>Training</b></p>	<p>4. Chris reminded the council he had mentioned Mr. Joe Quickel was retiring on June 30, but he added Mr. Quickel has offered to stick around to be a continued resource. Chris note that Wostmann had done some searching and had found a replacement trainer and that individual was actually someone that everyone already knows. He stated Mr Dan Nelson is starting up a new business called Katmai Solutions and he will be taking over the ALMR training going forward and will be assisted by Mr Jim Goodman out of Palmer.</p> <p>Chris briefed work would continue on setting up the virtual tabletop exercise and there were a good number of people who volunteered to participate. He stated Mr. Quickel had the first meeting on June 30 with the volunteers and is now working with Mr. Nelson on the details of the scenario so they can script out and then do a virtual tabletop.</p>	
<p><b>Outreach/Surveys</b></p>	<p>5. Chris advised the annual surveys for customer satisfaction, training, site coverage and prioritization, etc., will be going out in the next couple of weeks. He noted members should look out for those, and if you're a user council representative, he recommended that they spend time with the agencies they are representing and make sure that their voices are being heard on the on those surveys. Chris encouraged the council members to share the surveys with anyone that you're representing so they can do the actual survey themselves. He also noted the site prioritization and coverage survey would be fine-tuned this year because he thought we had missed some of the mark on being able to reflect prioritization during last year's survey.</p>	
<p><b>FY23 OMO/SMO Budget</b></p>	<p>6. Chris briefed the draft budget had been shared via the email that Sherry sent out and there was not a lot to update other than. He stated although there wasn't any Alaska Public Safety Communications Service representation</p>	<p>1. OMO to send out the draft FY23 OMO/SMO Budget to the</p>





	visitors, 452 page views with website access via desktop still being the predominant way at 80 percent.	
<b>System Management Office</b>	<b>Mr. Travis Conant, System Manager</b>	<b>Action Items Assigned</b>
<b>GTR Upgrades/Antenna Replacements</b>	<p>Mr. Travis Conant briefed it has been a really busy few months most of that being on the road system and the drive-to sites which are now about 90 percent complete. He noted there are a few sites in Anchorage and Wasilla area and one site still left up in Fairbanks to complete, so moving forward they were going to start hitting the helicopter and fly-to sites and those in the southeast.</p> <p>Travis explained there are also several sites they were waiting for the structural analysis on the towers so those sites will be revisited to replace the antennas and do the tower work and agencies will be seeing a second outage at those sites starting next week. He added the helicopter site visits will start on the July 13, so Motorola is going to send two technicians and they will be here until the end of August. Travis advised one of the teams will concentrate on the helicopter sites, GTR installs and antenna replacements and then the other team will be falling back and doing any of the tower work that is needed at the drive-to sites to finish those up.</p> <p>Travis reiterated it is going to remain busy through the next few months, and he appreciates everybody's patience with the outages. He explained there is no way getting around the fact there are going to be a lot of outages and to watch the Help Desk daily report of see where those outages will occur. He advised agencies should expect an eight- to ten-hour outage for the GTR/antenna upgrades and between a five- and seven-hour outage while they do tower work. Travis stated it will all be worth it at the end, and hopefully by the end of August they will be close to getting them all done.</p>	
<b>State of Alaska</b>	<b>Mr. Scott Stormo</b>	<b>Action Items Assigned</b>
	Both Mr. Scott Stormo and Mr. Buckley Clarke were out on leave.	
<b>Department of Defense</b>	<b>Mr. Timothy Woodall</b>	<b>Action Items Assigned</b>
<b>System Upgrade</b>	<p>1. Mr. Timothy Woodall briefed they were tracking the requirement for the system upgrade funding, and it appears to be on track for the Air Force, but he did not have any update from the Army. He noted there is some delay in that process, and they are looking at FY22 for the upgrade at this time.</p> <p>John asked if they were trying to target that first quarter of 2022, the February or March timeframe and Travis and there were several things that needed to fall into place to make</p>	



<p><b>DOD Cost Allotments</b></p>	<p>sure it doesn't get pushed back to quarter three or four, nut right now that is what they are shooting for.</p> <p>2. Mr. Woodall added with the signing of the membership agreements, a few questions were asked about the increased costs and what DOD had previously paid. He stated the cost for the ALMR IT infrastructure operations and maintenance contract, and the Operations Management contract had been added to the membership agreement to define a net payment period for any invoices received.</p> <p>Mr. Woodall explained they hoped to deter issues with the arrears type payments or missed payments. He noted once an invoice is received, there is a net 30 days for agencies to process that invoice. Mr Woodall briefed that they realize this is not an automated process and that most financial management or resource managers have to take the manual payment and processes through DFAS and it is more time consuming and involves a greater administrative burden. He added because this is a State of Alaska contract, it is not in the wide area workflow that you normally see with DOD contracts, so he would appreciate all the DOD folks ensuring that when an invoice is received that they get it to their financial management (FM) folks to get it processed.</p>	
<p><b>New Business</b></p>	<p><b>Discussion</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>Iridium Demonstration Report</b></p>	<p>Chris briefed that approximately two years ago DPS and the State Troopers had started doing some tests with satellite radio, but it left a lot on the table in terms of getting to a functionable solution. He added here were challenges with the pilot that they did and the audio clarity, so they shelved it things matured.</p> <p>Chris stated approximately two weeks ago, Mr. Toby Jacob showed up with a couple of other folks from Meridian, Alice, and another satellite communications company, and they've been sort of doing a northern roadshow along with a lot of testing. He noted they have been working with Arcticom here in Alaska to ferret this out and make it a workable solution, and they invited us to a demonstration where they're using a piece of equipment from Icom that works like a bridge between the Iridium network and an APX radio that is on ALMR.</p> <p>Chris stated what was surprising to him was how clear the audio was listening to the demonstration where someone was in Georgia, someone was in Colorado, and the Alaska group was able to listen and talk with those individuals throughout the demonstration setup. He explained he felt this is something that is on the precipice of being a game changer for ALMR and for individuals that need coverage or</p>	



	<p>need to talk to dispatch while they' are in very remote areas in the state. that do not have ALMR coverage currently.</p> <p>Travis added that two years ago when they first tried the demonstration, they had not partnered with Icom yet, but the actual push-to talk radio was just a regular satellite radio and did not work very well. He noted there were several problems with that, and then they also had moved to an I matrix box that was hooked into and ALMR dispatch and they were trying to figure out a way to make it work through a lot of engineering on it. Travis further explained they jumped right into beta testing to get out there to check it out, and there was a lot of issues with it that it just wasn't functioning right with the troopers. He stated he thought they had worked out a lot of the issues and he was impressed with this latest demo.</p> <p>Travis advised they have more stable equipment and the matrix, and they've engineered a lot of these things through. He noted he thought it still needed to be taken out and really tested in a real-world environment just to get feedback to see if it is something that could help ALMR get into the Western villages or some of these remote areas that we cannot get to right now.</p>	
<b>Next meeting</b>	<b>Discussion</b>	
	Chris reminded everyone the next meetings are scheduled for August 4 and September 1.	
<b>Adjournment</b>	<b>Discussion</b>	
	<p>Chris asked if there was any other discussion and hearing no response, he requested for a motion to adjourn the meeting.</p> <p><b>Motion: Adjourn the July monthly User Council meeting.</b></p> <p><b>Motion: Mr. Nate Skinner</b> <b>Second: Mr. Scott Nelsen</b></p> <p>There were no objections. The motion <b>passed</b>.</p> <p>The meeting adjourned at 2:10 p.m.</p>	