



1. Attendance.

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

Primary				
T	Angell	James	SSgt	DOD USAF, JBER
U	Atkinson	Ross	Mr.	Fed Non-DOD DOI, BLM-Alaska Fire Service
T	Cicciarella	Bob	Chief	Municipalities Central
N/A	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
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
T	Monteleone	Dan	Mr.	SOA DOT
E	Rockwell	John	Mr.	SOA DPS, <b>Chair</b>
E	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
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
E	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
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	Letterman	Chris	Mr.	Operations Manager
T	Miller	Fred	Mr.	Motorola Solutions
T	Nicholl	Jim	Mr.	Motorola Solutions
T	Shafer	Sherry	Ms.	Document Specialist
T	Thometz	Tim	Mr.	Icom America
T	Ulrich	Naomi	Ms.	Motorola Solutions
T	Woodall	Tim	Mr.	ALCOM PM/COR



2. Meeting Minutes and Action Items.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Call to Order</b>	Mr. Scott Nelsen 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.  Deputy Chief Keith Berrian and Mr. Tim Woodall joined the meeting after the roll was read.	
<b>Introduction of Guests/Special Announcements</b>	There were no special guests or announcements.	
<b>Previous Meeting Minutes</b>	Scott asked if everyone had a chance to review the May meeting minutes and if there were any requests for changes. Hearing none, he asked for a motion to approve the April meeting minutes.  <b>Motion: Approve the May 5 meeting minutes as written.</b>  <b>Motion: Mr. Dan Monteleone</b> <b>Second: Deputy Chief Keith Berrian</b>  There were no objections. The motion passed.	
<b>Issues &amp; Risks Log Item Number</b>	<b>Active Issue</b>	<b>Action Items Assigned</b>
	Scott asked if there were any changes to the Issues and Risks Log and Ms. Sherry Shafer notified there were not.	
	<b>Issues Closed at, or since, last meeting</b>	
<b>Action Items Review</b>	<b>Opened Items</b>	<b>Resolution</b>
	Scott stated there was still one open Action Item.	
<b>Operations Management Office</b>	<b>Mr. Chris Letterman, Operations Manager</b>	<b>Action Items Assigned</b>
<b>New ALMR Logo</b>	1. Chris announced the new logo was finally received from the design company after the Executive Council made their final vote and rating. He noted it was now on the website and the Operations Management Office (OMO) will continue to update documentation and other places that we know that the old logo is on and get those rebranded to the to the new logo.	
<b>Zone Controller Rollover and Maintenance</b>	2. Chris informed the members there was a Motorola technical patch that had to be applied and that was right ahead of the normally scheduled quarterly rollover, so what happened in May was a rollover on May 19 with a resource	



	<p>who came in from Illinois to help with the actual patching on site and then the following week, the normal rollover for the quarterly patching occurred. He briefed because they were occurring back-to-back weeks, the decision was made to split the quarterly zone controller rollover between the two weeks. Chris noted the controller was running on the number two controller for the first week and then it was reverted to the number one controller the following week to minimize downtime as much as possible.</p>	
<p><b>GTR Upgrade</b></p>	<p>3. Chris briefed those subscribed to the ALMR Twitter have probably been seeing the posts he has been making on the GTR upgrade process progress. He stated he had also been providing pictures of the sites once the System Management Office (SMO) got the installs wrapped up. Chris added recently installed sites were Moose Pass Diamond Ridge, Seward, Anchor River, Portage, Sterling, Kenai, Paxson, Trims, and Sourdough.</p>	
<p><b>Annual Inventory Confirmations</b></p>	<p>4. Chris advised for the annual inventory confirmation, the OMO has had 131 forms that have been returned. He noted there were three agencies with extensions and two agencies that have not responded at all. Chris added he sent termination letters to the two non-responsive agencies so hopefully they respond in the next 30 days, so they do not get removed from the system.</p> <p>Scott asked if there was any reason why these two agencies were having trouble with their inventory?</p> <p>Chris stated the two that have not responded to any emails, and he'd actually reached out and texted one individual and received nothing back, so he was really at a loss as to why they have not responded.</p> <p>Mr. Tim Woodall advised it might be better to call it a suspension of services rather than a termination.</p>	
<p><b>Outreach</b></p>	<p>5. Chris advised he had finished contacting all of the Non-DOD Federal agencies, so that pretty much wrapped up the outreach efforts. He stated he appreciated everyone that talked to him and had been discussing whether or not to make this an annual event, because he thought it was valuable for the OMO to get to hear the voice to the customer.</p>	
<p><b>Training</b></p>	<p>6. Chris noted the most recent class on ALMR interoperability was held on May 25 with 31 attendees. He added recording has been posted the website for anyone can that that might have missed it. Chris noted the training took about 35 minutes and captured the overview and basics</p>	



<p><b>May Document Reviews</b></p> <p><b>May Metrics</b></p>	<p>of the interoperability that needs some attention because it came up so much during the initial outreach survey.</p> <p>7. Chris briefed during the month of May, the OMO completed reviews of the Technology Policy and Procedure 300-1 and the Standard Channel Naming Conventions Policy and Procedure 400-19.</p> <p>8. Chris announced there were 1.2 million calls which was up 68k from last month and push-to-talks were at 2.2 million which was up 46. He stated we're definitely seeing some more system usage, and noted that along with additional system usage, the busies creep up and in this report, there were 564 busies, up 116 from last month. Chris noted the subscriber count was at 23,447, an additional 50 more subscribers.</p> <p>Chris discussed the sites under three nines and noted the March data was unavailable at the time of the May meeting and the 22 sites briefed were actually for April and not for March. March had two sites reported under three nines.</p> <p>Chris briefed there were 221 web site sessions with 115 new visitors, and the site is still trending upward as folks find and hit the website.</p>	
<p><b>System Management Office</b></p>	<p><b>Mr. Travis Conant, System Manager</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>DOD Power Upgrades</b></p> <p><b>GTR Replacement</b></p> <p><b>Antenna Upgrades/Tower Work</b></p> <p><b>Master Site Work</b></p>	<p>1. Mr. Travis Conant advised May was a really busy month for ALMR with the DoD. There were some upgrades to power at sites up around Fort Greely and the Delta area and the state was also doing a lot of MW maintenance this last month.</p> <p>2. Travis stated they were able to do about 15 sites and he appreciated everybody's' patience with all these outages this this last month and noted this was going to continue the rest of the summer, but it will make the system better and it'll be good when it's all done so.</p> <p>Travis advised there are 32 of the state sites that the GTR equipment installed now and moving forward next week, they're going to be in the Nenana area doing Nenana, Garner, and Yanert.</p> <p>3. Travis stated the tower crews have also started installing the new antenna and have completed six sites. He noted they would be in the Kenai-Homer area this week doing Diamond Ridge, Anchor River, Kenai, and Sterling. so by the end of this week there will be 10 of the towers done.</p> <p>4. Travis briefed Motorola was still working on the schedule to get a master site technician on site for the core equipment</p>	



	<p>upgrade for TDMA and they are hoping that is going to happen in the next two weeks. He added once that happens, they can start testing TDMA out in the field, while they do the installs, but more to come on that once we get a schedule. Travis advised they would put that out in our daily system report, so everybody knows when we're doing any of the master site work.</p>	
<b>State of Alaska</b>	<b>Mr. Scott Stormo</b>	<b>Action Items Assigned</b>
	Mr. Scott Stormo was on leave and not in attendance	
<b>Department of Defense</b>	<b>Mr. Timothy Woodall</b>	<b>Action Items Assigned</b>
	Mr. Timothy Woodall stated he had nothing for the group.	
<b>New Business</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Nikiski Coverage</b>	<p>Scott asked if there was any new Business and Chief Bob Ciccirella notified the council that Chief Brian Crisp of Nikiski Fire had been under the impression that there were plans in place or something in the process of getting ALMR coverage to the Nikiski area. He explained they had put in a 180-foot tower with space set aside for the state at Station 3 on Lamplight Road. Chief Ciccirella noted Chief Crisp was also an impression that there were ALMR Quantars that were removed from Anchorage that were supposedly slated to go out there and was wondering what was going on with all that.</p> <p>Chief Ciccirella stated that apparently Lieutenant Fussy from AST was also involved in trying to get this in the works because there hasn't been coverage out there, and in certain areas, the state troopers have to use cell phones and sometimes for fire and EMS it is even worse.</p> <p>Chief Ciccirella explained Nikiski Fire was going to put 150-foot tower on their new station but did the 180 because that was what was required. He added he did not know who Chief Crisp has been talking to, but apparently the 180-foot tower is what was required to get the right coverage for ALMR.</p> <p>Chief Ciccirella asked what would be the best approach for Nikiski Fire to try to get something going on this?</p> <p>Scott asked if the troopers were kind of spearheading this in public safety.</p> <p>Chief Ciccirella stated he thought it was a joint effort because Chief Crisp had talked to Lieutenant Fussy and supposedly there had been these phone calls going on back and forth, but he didn't know with whom but apparently someone with ALMR.</p>	



	<p>Chief Ciccirella briefed Chief Crisp had also asked if he needed to speak with Senator Peter Micciche and try to go the legislative route. He added Chief Crisp had a bunch of questions that he could not answer.</p> <p>Scott advised he didn't think it needed to go directly to a state senator at this point and was probably best to preserve it as a function of public safety. He stated the Department of Public Safety has representation on the User Council, so they should go that route through the public safety membership in ALMR, who should then bring it to the council and that would be a better way to go than going straight to the top.</p> <p>Scott added Chief Ciccirella should take the two contacts he had and have them run this through the DPS ALMR representatives and then the Council can deal with it.</p>	
<b>Next meeting</b>	<b>Discussion</b>	
	John reminded everyone the next meetings are July 7 and August 4.	
<b>Adjournment</b>	<b>Discussion</b>	
	<p>Scott 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 June monthly User Council meeting.</b></p> <p><b>Motion: Chief Pete Mylnarik</b> <b>Second: TSgt James Angell</b></p> <p>There were no objections. The motion <b>passed</b>.</p> <p>The meeting adjourned at 2:00 p.m.</p>	