



**ALMR User Council
Meeting Minutes**

Date: June 1, 2022

1. Attendance.

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

Primary				
N/A	Atkinson	Ross	Mr.	Fed Non-DOD DOI, BLM-Alaska Fire Service
E	Berrian	Keith	Deputy Chief	Municipalities North, Chena Goldstream Fire & Rescue
E	Goggia-Cockrell	Tammy	Ms.	Municipalities Central
	VACANT			DOD US Army - Alaska
T	Hernandez	Brandon	SSgt	DOD USAF, Joint Base Elmendorf-Richardson
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
U	Martin	Chris	Mr.	DOD USAF, Eielson AFB
T	Cole	Henry	Mr.	SOA DOT
P	Rockwell	John	Mr.	SOA DPS, Chair
	VACANT			SOA All Others, DNR Forestry

Alternate				
N/A	Brown	David	Mr.	Fed Non-DOD DOJ, FBI
N/A	Acone	Abigail	A1C	DOD USAF, JBER
N/A	De Hart	Kaitlyn	A1C	DOD USAF, JBER
E	Green	Kyle	Fire Marshal	Municipalities North, University Fire Department
E	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough
U	Maley	Christopher	TSgt	DOD USAF, Eielson AFB
E	Nelsen	Scott	Mr.	SOA All Others, DMVA, Vice Chair
T	Nicolazzo	Jill	Ms.	SOA DOT
T	Reddington	Robert	Mr.	US Fish and Wildlife Service
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
E	Young	Sam	Mr.	Fed Non-DOD All Others, TSA

Supporting Staff and Guests:

T	Butcher	Jacob	Mr.	MATCOM
P	Clarke	Buckley	Mr.	AK Public Safety Communication Services
T	Clendenin	John	Mr.	SOA DOT
T	Conant	Travis	Mr.	System Manager
P	Fahnestock	Nik	Mr.	System Management Office
T	Flores	Mickey	Mr.	BK Technologies
T	Havican	David	Mr.	Icom America
T	Hugi	Robert	Mr.	DHS CISA
T	Jordan	Mark	Mr.	Icom America
T	Kimball	Todd	Mr.	REDCOM
T	Lawless	Stephen	Mr.	REDCOM



**ALMR User Council
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Date: June 1, 2022

T	Nelson	Dan	Mr.	Operations Manager
T	Reed	David	Mr.	Information Systems Security Manager
T	Richter	Bruce	Mr.	DHS
T	Rogell	Pete	Mr.	BK Technologies
T	Shafer	Sherry	Ms.	ALMR Document Specialist
T	Thometz	Tim	Mr.	Icom America
T	Ulrich	Naomi	Ms.	Motorola Solutions
T	Wilhelm	Richard	Mr.	FEMA Region 10

2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Mr. John Rockwell called the meeting to order at 1:30 p.m.	
Roll Call	Roll call was taken, and a quorum of User Council (UC) members was in attendance. Mr. Robert Redington and Mr. Stephen Lawless joined the meeting after the roll was taken/read.	
Introduction of Guests/Special Announcements	The group was reminded that REDCOM would be doing a presentation on their Sigma® XRI-400 system after the close of the normal business meeting.	
Previous Meeting Minutes	John opened the floor for any comments, suggestions, changes to the May meeting minutes. Hearing none, John requested a motion to approve the meeting minutes. Motion: Approve the May meeting minutes as presented. Motion: Mr. Henry Cole Second: SSgt Brandon Hernandez There were no objections or further discussion. The motion passed.	
Issues & Risks Log	Updates	Action Items Assigned
	John asked Ms. Sherry Shafer if there were any updates. Sherry stated for UC85, the Executive Council (EC) approved the appointment of Mr. Robert Redington as the new alternate Federal non-DOD DOI representative. She also noted for UC86 the EC had voted to approve the appointment of SSgt Hernandez, A1C Abigail Acone, and A1C Kaitlyn De Hart as the new representatives for Joint Base Elmendorf-Richardson. Sherry added Mr. Nate Skinner had resigned as the SOA All Others primary representative and that position is now vacant.	



***ALMR User Council
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Date: June 1, 2022

	Sherry noted for item OP12 for the microwave at Clear AFS, that during the 19 May Critical Design review with the Air Force, the microwave shots are in that upgrade contract. She also added for OP13 for the DOD microwave hops, which are at end of life, they were also part of that Critical Design Review on the 19th of May, so they will be updated, as well.	
	Issues Closed at, or since, last meeting	
	N/A	
Action Items	Review	Resolution
	John requested Sherry provide any updates to the Action Items list and she stated the EC would be meeting in July and they would be presented with the plan approved by the User Council (UC) for the TDMA transition.	
Operations Management Office	Mr. Dan Nelson, Operations Manager	Action Items Assigned
Annual Inventory Confirmation Forms	1. Mr. Dan Nelson briefed the annual inventory confirmation, which is required by audit where each of the agencies certify their inventory is accurate, we have 137 of our forms returned and certainly appreciate all the agencies that were able to get that back to us in a timely manner. He stated there was still one agency outstanding, and they will be sent a notice of noncompliance, so hopefully that will be resolved shortly.	
Annual Membership Agreement Renewals	2. Dan advised folks will start to see their membership agreement renewal come in for the next fiscal year shortly and although they have not been distributed yet. He added the Operations Management Office (OMO) was still waiting on a couple pieces of information and then those would go out for signature so please keep an eye out for emails from Sherry and that he would certainly appreciate getting those turned around just as quickly as possible, hopefully by the end of this month, so we can get those all completed in the system.	
May Document Reviews	3. Dan stated there were no policy or procedure reviews this month.	
May System Metrics	4. Dan noted the system had 1,772,310 group and individual calls, which was quite an increase from the last few months where we talked about it in March when we had the Arctic edge exercise, so that was an increase of 556,085 calls from last May to this May. He briefed the push to talks followed that at 2,872,167, which is an increase of 597,000 from last May, so certainly we are seeing quite a bit of heavy traffic on the system more than we've seen here in the last year or so, that may be due to some of the Red Flag and of course we know we are in known wildfire season, but certainly good to	



***ALMR User Council
Meeting Minutes***

Date: June 1, 2022

State of Alaska	Mr. Scott Stormo	Action Items Assigned
	Mr. Buckley Clarke stated there were no updates from the State of Alaska at this time.	
Department of Defense	Mr. Timothy Woodall	Action Items Assigned
US Army-Alaska Status Update	<p>Mr. Timothy Woodall was not present for the meeting.</p> <p>Mr. Rick Williams stated at this time the Army portion of the upgrade is unfunded and they need to look at this thing going forward as to what is the Army's role and participation going to be in ALMR once it is no longer a trunked system for the Army as we await funding. He added there's a conversation that they might need to put on the docket for some time in the in the next few weeks, but hopefully this thing gets funded. Rick noted If not, they would have to make some decisions, but this is from the Army perspective, because he could not speak on the behalf of the DOD.</p> <p>John stated to Rick he was a little confused because Rick said once ALMR is no longer a trunk system. John asked if that is now a foregone conclusion at this point that the Army was going to be pulling out.</p> <p>Rick briefed it was a course of action, but they were having to look at all of their options because the Army did not commit to the funding for the upgrade, and yet they are still being held to pay for it, so that puts them in grave territory for the Anti-deficiency Act violation in his mind. He noted they are doing the best they can to perform the upgrade given what they've got, but he didn't have the money in hand time now. Rick added if and when they get it, then they are prepared to execute. He pointed out if they don't get it, they would look at what the options are going to be because the Army cannot pay for something it doesn't receive, so they may be looking at a different relationship between the Army and the cooperatives.</p> <p>John acknowledged he understood and that there were signed codicils and different agreements that do go back many years and then ALMR would have to look into that of course. He added he understand that ALCOM had been working with the other partners from the DOD to see about covering it as well, but at this time it didn't seem that any decisions had been made at this point.</p> <p>Rick stated he had found a possible funding source and was waiting to find out if they're going to provide the funding. He</p>	



**ALMR User Council
Meeting Minutes**

Date: June 1, 2022

	added that so far he had tentative agreements, but until the money was in hand, the money was not in hand.	
New Business	Discussion	Action Items Assigned
<p>APX Next</p> <p>System Change Request Management Process</p> <p>RECCWG and COMMEX</p>	<p>1. Mr. David Reed, the ALMR Information Systems Security Manager, stated he had two things. He briefed the first was the APX Next system and although ALMR is rolling into this upgrade with TDMA and everybody is looking at buying new radios, he had not received an update from the cybersecurity team for approval for Motorola for the cloud service APX Next goes on. David advised the last he had heard was there was no sponsor for it yet. He reminded the group that APX Next and the cloud system requires different approvals at the government level that are outside of ALMR control.</p> <p>2. David noted the second thing he wanted to discuss was change requests. He emphasized that prior to buying things to go on the network, there is a requirement for a change request to be routed through the System Management Office. David stated that we need to ensure people are doing this before they actually go forward with a purchase, because he would hate to be put into a position where he has to say that an item someone already purchased is not approved.</p> <p>3. Mr. Richard Wilhelm briefed FEMA Region 10 Disaster Emergency Communications wanted to put out an invitation to their Regional Emergency Communication Coordination Working Group (RECCWG) on July 13 in Anchorage, followed by a communications exercise (COMMEX). He noted they were requested everyone RSVP to ensure that they stayed under the seating capacity at the location. Rick requested everyone contact him or Sherry.</p> <p>Rick noted they had several presenters, everything from reporting out on JAMEX in White Sands, New Mexico, DHS science and technology, and all the way through an ICTAP service catalog presentation. He stated they would also have extreme weather communication effects by Sonny Westcott and some space and weather solar-flare type presentation that would be provided by NOAA. Rick told the group to feel free to reach out to him regarding the COMMEX as they were still working out some additional detail, but they would have some tabletop presentations as well as other communication efforts. He also stated if any agencies had equipment or if they would just like to participate to please reach out to him.</p> <p>Rick stated there would be both a virtual option to attend through Zoom® as well as an in-person option. He noted they were also trying to line up some tours for participants that are coming in from out of state to possibly JBER and he</p>	



*ALMR User Council
Meeting Minutes*

Date: June 1, 2022

	<p>also had a request at the Tsunami Warning Center in Palmer.</p> <p>Rick stated he hoped to see everyone there.</p>	
Next meeting	Discussion	
	John reminded everyone the next meetings are scheduled for July 6 and August 3.	
Adjournment	Discussion	
	<p>John asked if there was any other discussion and hearing no response, he made the motion to adjourn the meeting.</p> <p>Motion: Adjourn the June monthly User Council meeting.</p> <p>Motion: Mr. John Rockwell Second: Mr. Henry Cole</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:01 p.m.</p>	