



**ALMR User Council
Meeting Minutes**

Date: November 1, 2023

1. Attendance.

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

User Council Members

Primary				
N/A	Atkinson	Ross	Mr.	Federal Non-DOD DOI, BLM-Alaska Fire Service
T	Berrian	Keith	Deputy Chief	Municipalities North, Chena Goldstream Fire & Rescue
T	Cole	Henry	Mr.	SOA DOT
T	Goggia-Cockrell	Tammy	Ms.	Municipalities Central, Vice Chair
T	Kalwara	Erann	Ms.	Municipalities Southeast
E	Kroona	Jon	Mr.	Federal Non-DOD DOJ, FBI
P	Nelsen	Scott	Mr.	SOA All Others, DMVA
N/A	Nelson	James	Officer	Federal Non-DOD All Others, US Forest Service
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
U	Murtiff	Zachary	MSgt	DOD USAF, Joint Base Elmendorf-Richardson
T	Rockwell	John	Mr.	SOA DPS, Chair
	VACANT			DOD US Army - Alaska

Alternate				
E	Brown	David	Mr.	Fed Non-DOD DOJ, FBI
T	Carter	Bobby	Mr.	Federal Non-DOD All Others, TSA
N/A	Clendenin	John	Mr.	SOA DOT
T	Edwards	Karl	Mr.	DHS, SOA All Others
T	Endres	Benjamin	Lieutenant	SOA Department of Public Safety
T	Green	Kyle	Fire Marshal	Municipalities North, University Fire Department
N/A	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough
U	Hammer	Nathan	SMSGT	DOD USAF, Joint Base Elmendorf-Richardson
U	Herman	Mary	Captain	DOD USAF, Joint Base Elmendorf-Richardson
T	Maley	Christopher	TSgt	DOD USAF, Eielson AFB
U	Peace	David	Mr.	DOD USAF, Joint Base Elmendorf-Richardson
T	Redington	Robert	Mr.	Federal Non-DOD DOI, US Fish and Wildlife Service
	VACANT			Municipalities Southeast
E	Williams	Rick	Mr.	DOD, US Army - Alaska

Supporting Staff and Guests

T	Berry-Garland	Eli	Mr.	AFS-BLM
P	Clarke	Buckley	Mr.	APSCS
P	Fahnestock	Nik	Mr.	System Manager
P	Fussey	Paul	Mr.	Operations Manager
P	Neuman	Mark	Mr.	Municipality of Anchorage
P	Reed	Dave	Mr.	Security Manager
P	Richter	Bruce	Mr.	DHS CISA
T	Rogell	Pete	Mr.	
T	Shafer	Sherry	Ms.	ALMR Document Specialist



**ALMR User Council
Meeting Minutes**

Date: November 1, 2023

T	Ulrich	Naomi	Ms.	Motorola Solutions
---	--------	-------	-----	--------------------

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 there was a quorum of User Council (UC) members in attendance for the meeting. TSgt Chris Maley joined after the roll call was read.	
Introduction of Guests/Special Announcements	There were no special guests.	
Previous Meeting Minutes	John asked if everybody had a chance to review the October meeting minutes and if they had any questions, additions, changes, or updates. There were no responses. John requested a motion and a second to approve the meeting minutes. Motion: Approve the October 4 monthly User Council meeting minutes. Motion: Ms. Tammy Goggia-Cockrell Second: Assistant Chief Keith Berrian There were no objections or further discussion. The motion passed.	
Issues & Risks Log	Updates	Action Items Assigned
	John asked Ms. Sherry Shafer for the updates to the Issues and Risks Log. Sherry advised, for the active operational issues OP 12 and OP13, the microwave hops from Kobe to Clear were completed with redundant paths, but the cutover is delayed until a new RIC1 T1 is received. She added the Birch Hill to Quarry hops are in progress and that completion will also be delayed until the new RIC1 T1 is received. Sherry noted the Fort Greeley to Delta hops were completed and tested.	
	Issues closed at, or since, last meeting	
	N/A	
Action Items	Review	Resolution
	John stated the only Action Item was from the October 4th meeting and it is a reminder to continue to watch the implementation of Smart Connect and when that is approved, to request a demo from Motorola on some of the new functionality regarding the Apex Next.	



**ALMR User Council
Meeting Minutes**

Date: November 1, 2023

Operations Management Office	Mr. Paul Fussey, Operations Manager	Action Items Assigned
<p>Training</p> <p>FY24 Membership Agreements</p> <p>Outreach</p> <p>October Document Reviews</p> <p>October System Metrics</p>	<p>1. Mr. Paul Fussey briefed there is a new video vignette posted on the website called, "The Technology Behind ALMR." He noted while doing outreach there have been a lot of individuals that have had questions about this. Paul added that Mr Nelson was also working on two other vignettes for November and December, called "How Will the Upgrade Affect Me?" and "Advanced Radio Functions," respectively.</p> <p>2. Paul reported there were two agencies who did not sign and return their agreement, so he did send out 30-day termination letters on October 5th. He stated one agency submitted their membership agreement after that and one did not. Paul added he was working actively with that agency to get the situation resolved and was keeping the Executive Council involved.</p> <p>3. Paul advised he has been working on the calls to the different member agencies and asking them if there are any concerns about the TDMA upgrade. He noted he has also been advising the agencies if there are any grants available for them, depending on whether they are fire departments, police, or municipal.</p> <p>Paul briefed he had attended the monthly Alaska Partnership for Infrastructure Protection (APIP) Meeting on October 19, and he also attended the monthly AACOP meeting where he assisted with radio classes for their quarterly training.</p> <p>4. Paul stated the OMO had reviewed the Information Systems Clearing and Sanitization Policy and Procedure, Talkgroup Development Policy and Procedure, Vendor Equipment Evaluation Policy, and the Executive Council Charter.</p> <p>5. Paul briefed there was not much change since September, but there were 1,421,968 calls and looking at the monthly push-to-talks, it was once again almost parallel with September 2,328,895. He stated the monthly busies were at 255, which was up only two from last month, but still below last year at this time.</p> <p>Paul noted the monthly sites below three nines dropped by two from September to October and were at ten. He pointed out that Nik and his team and the State APSCS team had been out doing their PMIs making sure the system was up and running and looking for anything that might be wrong. Paul reminded the group of the on-going microwave upgrades at Clear and Fort Greely. He stated at Pillar</p>	



***ALMR User Council
Meeting Minutes***

Date: November 1, 2023

<p>Other Items</p>	<p>Mountain and Womens Bay in Kodiak there was a commercial circuit issue beyond our control.</p> <p>For the website, Paul stated there were 852 page views last month and 89 percent of them were new visitors. He briefed when he does outreach, he is proactive with X (formerly Twitter) and also discusses the web sites where he points out where the policies and procedures are, the videos, the Executive Council, the User Council, who the points of contacts are if they have questions, how to contact the ALMR Help Desk, how to create a work order and making sure that our users are as informed as they can be on what's available to them, how we can help them, and where they can research items.</p> <p>Paul asked if there were any questions and Mr. Bruce Richter asked what the current total number of sites was.</p> <p>Paul advised him there were 87.</p> <p>6. Paul stated the quarterly Insider newsletter was distributed on October 16 and is also posted on the website. He added that individuals can send an email to him or Sherry requesting to be added to the distribution list and they can also sign up on the web site at the homepage. Paul advised the newsletter is emailed out to a large group, but he also mails a hard copy to all of our legislators in Juneau and in Washington DC.</p> <p>Paul briefed that, as required, he conducted a yearly building security penetration inspection for ALMR, and it passed with flying colors. He noted he would be traveling to Fairbanks November 7 and 8 to conduct the master site inspection for Zone 2 and also an off-site backup storage inspection for the Zone 2 area.</p> <p>Paul stated the Executive Council meeting was held on October 19.</p> <p>Paul advised that he and the SMO have been finalizing logistics with Tate Communications for them to come up and conduct an ATP on their newest radios for approval to on the system, which would be their 9600- and 9800-series radios.</p>	
<p>System Management Office</p>	<p>Mr. Nik Fahnestock, System Manager</p>	<p>Action Items Assigned</p>
	<p>John asked Mr. Nik Fahnestock how the SMO was doing on the PMIs.</p> <p>Nik stated they were ahead of schedule right now because they were trying to get as many done as they could before the winter hits. He advised they did not have any planned</p>	



***ALMR User Council
Meeting Minutes***

Date: November 1, 2023

	<p>this week, but they may plan some next week, but only local stuff.</p>	
State of Alaska	Mr. Scott Stormo	Action Items Assigned
	<p>Mr. Buckley Clarke briefed that they are continuing to take care of break fixes as needed and had a couple on the Park Highway recently. He stated they had installed a new generator to replace a failed generator at their Peger Road site late last month. Buckley briefed that this week they are working on installing a new backup generator at their Saddle Mountain site in Juneau. He explained the site had an extended power outage when the power line failed this summer and it took a few months to get it fixed, so that short-run generator ran for much longer than it was intended to and was on its last leg. He stated they have a crew up there right now, since it was good weather for flying, and they are installing that generator.</p>	
Department of Defense	Mr. Timothy Woodall	Action Items Assigned
	<p>Mr. Woodall was not present for the meeting</p>	
User Council Representative Reports		Action Items Assigned
SOA DOT	<p>1. Mr. Henry Cole stated he had nothing to add.</p>	
SOA DPS	<p>2. John stated he had nothing and asked Lt Ben Endres if he had anything to add.</p> <p>Lt Endres reported he had nothing to add at this time.</p>	
SOA All Others	<p>3. Mr. Scott Nelsen advised he had nothing.</p>	
DOD US Army Installations	<p>1. There was no representative present.</p>	
DOD JBER	<p>2. There was no representative present.</p>	
DOD Eielson	<p>3. Mr. Chris Martin stated he had nothing.</p>	
Federal Non-DOD DOJ	<p>1. There was no representative present.</p>	
Federal Non-DOD DOI	<p>2. Mr. Robert Reddington stated he had nothing to add.</p>	
Federal Non-DOD All Others	<p>3. Mr. Bobby Carter stated he had nothing for the good of the order.</p>	
Munis-Central	<p>1. Ms. Tammy Goggia-Cockrell stated she had nothing</p>	
Munis-North	<p>2. Deputy Chief Keith Berrian stated he had nothing.</p>	



**ALMR User Council
Meeting Minutes**

Date: November 1, 2023

Munis-Southeast	3. Ms. Erann Kalwara stated she had nothing.	
New Business	Discussion	Action Items Assigned
UC Annual Elections	1. Sherry advised she would be sending an email out after the meeting with the voting process information. She noted the suspense for all voting is November 29, and results would be announced in December.	
Cybersecurity Updates	<p>2. Mr. Bruce Richter reminded everyone that last month was cybersecurity month and CISA released several products that he wanted to make sure people are aware. He stated number one, they are up to version three of the Stop Ransomware Guide, and it's based on what we've learned from recent attacks.</p> <p>Bruce added that as we speak, you could go to the Clark County, Washington's website and read about what they are releasing on the challenges they've been having from an attack, but it may be of interest to the 9-1-1 dispatch community. He advised they first became aware of it at midnight Saturday and their investigation and cleanup is still underway, so he did not have a lot of details, but it did knock down their jail booking software. Bruce stated the threat is persistent, it is real, and dispatch centers seem to be disproportionately impacted by it, especially when they are unlikely to have IT staff to help in their center.</p> <p>Bruce briefed one other free tool that has now been made available through CISA is free software for Windows-based systems and the intent is to give it to those target rich organizations to more effectively be able to address some security threats. He noted they have several security advisors in each state right now that are far smarter and can help people implement it if they choose. Bruce noted if agencies have better tools and are using them great, then don't stop, but if you are a small agency that's looking for some help, here is a free service that's been vetted and is available and that's what he wanted to share today.</p> <p>Mr. David Reed added he wanted to remind everybody that as far as the ALMR network goes, do not plug in any external USB devices to any network items or bring in any CDs or other type of media into the network.</p>	
Next meeting	Discussion	
	John stated the next meetings were December 6 and January 3, 2024.	
Adjournment	Discussion	
	<p>John asked if there was any other discussion, and hearing no response, he requested a motion and a second from the council members to adjourn the meeting.</p> <p>Motion: Adjourn the November 1 User Council meeting.</p>	



*ALMR User Council
Meeting Minutes*

Date: November 1, 2023

	<p>Motion: Ms. Tammy Goggia-Cockrell Second: Mr. Henry Cole</p> <p>There were no objections or further discussion and the motion passed.</p> <p>The meeting was adjourned: at 1:54 p.m.</p>	
--	---	--