



**ALMR User Council
Meeting Minutes**

Date: December 6, 2023

1. Attendance.

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

Primary				
T	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
E	Kalwara	Erann	Ms.	Municipalities Southeast
N/A	Kroona	Jon	Mr.	Federal Non-DOD DOJ, FBI
T	Nelsen	Scott	Mr.	SOA All Others, DMVA
N/A	Nelson	James	Officer	Federal Non-DOD All Others, US Forest Service
N/A	Martin	Chris	Mr.	DOD USAF, Eielson AFB
T	Murtiff	Zachary	MSgt	DOD USAF, Joint Base Elmendorf-Richardson
T	Rockwell	John	Mr.	SOA DPS, Chair
	VACANT			DOD US Army - Alaska

Alternate				
T	Brown	David	Mr.	Fed Non-DOD DOJ, FBI
T	Carter	Bobby	Mr.	Federal Non-DOD All Others, TSA
T	Clendenin	John	Mr.	SOA DOT
T	Edwards	Karl	Mr.	DHS, SOA All Others
T	Endres	Benjamin	Lieutenant	SOA Department of Public Safety
N/A	Green	Kyle	Fire Marshal	Municipalities North, University Fire Department
T	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

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
T	Piksa	Joe	Mr.	Motorola Solutions
T	Rogell	Pete	Mr.	BK Technologies
T	Shafer	Sherry	Ms.	ALMR Document Specialist
T	Shaw	Lindsey	Ms.	Motorola Solutions



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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 there was a quorum of User Council (UC) members in attendance for the meeting. Mr. Jim Goodman joined after the roll call was read.	
Introduction of Guests/Special Announcements	Lindsey Shaw from Motorola Solutions was introduced to the group.	
Previous Meeting Minutes	John asked if everybody had a chance to review the November 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 November 1 monthly User Council meeting minutes. Motion: Ms. Tammy Goggia-Cockrell Second: Mr. Bobby Carter 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 and Birch Hill to Quarry Hill are completed with redundant paths, but the cutover is delayed until an ethernet solution is devised. She also noted that Mr. Chris Martin, the primary Eielson representative, would be retiring at the end of the month.	
	Issues closed at, or since, last meeting	
	N/A	
Action Items	Review	Resolution
	John asked Sherry to also continue and brief the Action Items and she stated the only open 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 APX9000.	



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	<p>Mr. Joe Piksa clarified it was the APX NXT and there was no APX9000 radio.</p> <p>John stated what he would like to do is as soon as we get a little bit closer to being able to turn that functionality on would be to have a demonstration of the features as well as some of the use cases that we could have moved forward.</p>	
Operations Management Office	Mr. Paul Fussey, Operations Manager	Action Items Assigned
<p>Training</p> <p>FY24 Membership Agreements</p> <p>Outreach</p> <p>November Document Reviews</p> <p>November System Metrics</p>	<p>1. Mr. Paul Fussey briefed there were two new videos loaded to the web site and they were “The ALMR System Upgrade: How Will it Affect Me?” and “Contingency Planning for ALMR Members.”</p> <p>2. Paul reported he was ecstatic to say the final membership agreement was signed and received on November 30, so that is now completed.</p> <p>3. Paul advised for outreach, he is sending out individual email reminders to agencies regarding their time division multiple access (TDMA) radios and going through the serial numbers to let them know what we suspect are FDMA and TDMA radios. He added he includes a Subscriber Request Form, so if they have the old radios, they can fill it out and send it to the Help Desk who can take those older radios off the system.</p> <p>Paul mentioned he also had a very productive meeting with the State Emergency Operations Center individuals and APSCS representatives to discuss with NOAA Weather the capabilities of the ALMR system and the coverage areas and how they could become members. He thanked Mr. Scott Nelson for setting up that meeting.</p> <p>4. Paul stated the OMO reviewed the High-Level Strategy, the System Recovery Policy and Procedure, the System Incident Response Policy and Procedure, the Site Book Policy and Procedure, the Help Desk Policy and Procedure and the Subscriber Acceptance Testing Policy and Procedure.</p> <p>5. Paul briefed the total calls were 1,428,906, total push to talks were 2,325,281 and busies were 252 which is .0001 percent.</p> <p>Paul noted the monthly sites below three nines were at eight and it ran the gamut as to what the causes were. He pointed out the big storm that came through damaged AC power causing generator cycling at Girdwood and Goose Creek, and Hope and if everyone looked through the others there was some maintenance for panels, Sitka was once again a</p>	



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<p>Other Items</p>	<p>commercial circuit issue, and then Wolcott was weather related as part of that big storm.</p> <p>For the website, Paul stated there were 405 sessions with 250 total users and 91% of those were new.</p> <p>6. Paul briefed he had traveled to Fairbanks and conducted the master site and alternate storage site inspection the first week in November and the report has been completed and turned in.</p> <p>Paul advised that the Fairbanks North Star Borough has renewed their Alaska Municipal League membership, so that will no longer be a concern for the Executive Council and User Council.</p> <p>Paul explained this morning, he and Mr. Nik Fahnestock were in at 4:00 o'clock, along with Mr Newman from Anchorage, conducting the quarterly zone control rollover. He stated they prep everything and call all the dispatch centers that will be affected to let them know the rollover is going to take place. Paul briefed that they would be doing it again tomorrow and then that would be completed for this quarter.</p> <p>Paul noted that December 11 – 15 the ALMR office would be conducting the Genesis system upgrade and were looking forward to seeing what new functions that will bring.</p> <p>Lastly, Paul advised that the Alaska Municipal League government conference was going on this week in Anchorage.</p>	
<p>System Management Office</p>	<p>Mr. Nik Fahnestock, System Manager</p>	<p>Action Items Assigned</p>
	<p>Mr. Nik Fahnestock stated they have some periodic maintenance inspections coming up next week in the Tok area, so users may experience some outages while they are performing that. Outside of that, he noted it is the holidays, and they were trying to keep it low and easy during this time.</p>	
<p>State of Alaska</p>	<p>Mr. Scott Stormo</p>	<p>Action Items Assigned</p>
<p>R1 North Battery Plant</p>	<p>1. Mr. Buckley Clarke briefed this issue that came up in a meeting a while ago and he was asked to bring it up here. He briefed there have been a couple of outages over at the R1 North site, one on Thanksgiving and one about a week later, and the battery plant at that particular site does not last long enough to transfer to the generator, so it will not hold the load. Buckley stated it is a DOD site, but he wanted to put it out there as an issue that that needs to be addressed because it not only affects the RF site, but it also takes out all the dispatch centers on base when that site</p>	



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Juneau Microwave Replacement	<p>reboots. He noted that they see the alarms, but unfortunately it is not a State battery plant to replace, so he wanted to make sure that folks know that it does need to be addressed at some point or outages will continue anytime there's a little power hit.</p> <p>2. Buckley advised the State has a project coming up next week to replace the microwave in the Juneau area due to multiprotocol label switching (MPLS) and multiple paths. He added the outages should be minimal.</p>	
Department of Defense	Mr. Timothy Woodall	Action Items Assigned
	Mr. Woodall was not present for the meeting	
User Council Representative Reports		Action Items Assigned
SOA DOT	1. Mr. Henry Cole stated he had nothing	
SOA DPS	2. Lt Endres reported he had no updates.	
SOA All Others	3. Mr. Scott Nelsen advised he had no updates.	
DOD US Army Installations	1. There was no representative present.	
DOD JBER	2. MSgt Zachary Murtiff stated he had nothing to add.	
DOD Eielson	3. TSgt Chris Maley stated he had nothing.	
Federal Non-DOD DOJ	1. Mr. David Brown stated he had nothing.	
Federal Non-DOD DOI	2. Mr. Robert Reddington stated he had nothing.	
Federal Non-DOD All Others	3. Mr. Bobby Carter stated he had nothing to add.	
Munis-Central	1. Ms. Tammy Goggia-Cockrell stated she had nothing	
Munis-North	2. Fire Marshal Kyle Green stated he had nothing.	
Munis-Southeast	3. There was no representative present.	
New Business	Discussion	Action Items Assigned
UC Annual Elections	1. Sherry advised there were only two individuals that were nominated, one for each position. She stated Mr. John Rockwell has been reelected as the Chair of the User Council and Miss Tammy Goggia-Cockrell was reelected as the Vice Chair and they will both start their new terms in January.	



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Eielson Primary Representative Retirement	2. John thanked Mr. Chris Martin for all of his efforts on the User Council on behalf of himself personally, as well as the ALMR group and all the users.	
Next meeting	Discussion	
	John stated the next meetings were on January 3 and February 7, 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 December 6 User Council meeting.</p> <p>Motion: Mr. Henry Cole Second: Mr. Scott Nelsen</p> <p>There were no objections or further discussion and the motion passed.</p> <p>The meeting was adjourned: at 1:52 p.m.</p>	