



*ALMR User Council
Meeting Minutes*

Date: October 2, 2024

1. Attendance.

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

User Council Members

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

| Alternate | | | | |
|------------------|---------------|-------------|--------------|--|
| N/A | 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 |
| U | Endres | Benjamin | Lieutenant | SOA Department of Public Safety |
| E | Green | Kyle | Fire Marshal | Municipalities North, University Fire Department |
| T | Goodman | Jim | Mr. | Municipalities Central, MatSu Borough |
| N/A | Hammer | Nathan | SMSgt | DoD USAF, Joint Base Elmendorf-Richardson |
| N/A | Herman | Mary | Captain | DoD USAF, Joint Base Elmendorf-Richardson |
| N/A | Higginbotham | Dave | MSgt | DoD US Army - Alaska |
| N/A | Maley | Christopher | TSgt | DoD USAF, Eielson AFB |
| N/A | Peace | David | Mr. | DoD USAF, Joint Base Elmendorf-Richardson |
| | VACANT | | | Federal Non-DoD DOI |
| N/A | Dryden | Josh | Sgt | Municipalities Southeast |



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Supporting Staff and Guests

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| T | Barry-Garland | Eli | Mr. | Bureau of Land Management (BLM) |
| P | Burnham | Mary | Ms. | Operations Management Office (OMO) |
| P | Fahnestock | Nik | Mr. | System Manager (SMO) |
| T | Farrell | Kevin | Mr. | Motorola Solutions |
| T | Flores | Mickey | Mr. | BK Technologies |
| P | Fussey | Paul | Mr. | Operations Manager |
| P | Jones | Ryan | SPC | AK Army National Guard |
| T | Long | Josh | Mr. | JVCKenwood |
| T | Marlow | Ryan | Mr. | State of Alaska (SOA) |
| P | Neuman | Mark | Mr. | Municipality of Anchorage (MOA) |
| P | Reed | Dave | Mr. | Security Manager |
| P | Richter | Bruce | Mr. | DHS - CISA |
| P | Rockwell | Evan | Mr. | Alaska State Defense Force (ASDF) |
| P | Stormo | Scott | Mr. | State of Alaska (SOA) |
| T | Wiley | Naomi | Ms. | Motorola Solutions |

2. Meeting Minutes and Action Items.

| Agenda Item | Discussion | Action Items Assigned |
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| 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. Mr. Eric Smith, Mr Jon Kroona, MSgt Kayla Draves, Mr Mickey Flores, and Mr. Eli Barry Garland joined the meeting after the roll was taken. | |
| Introduction of Guests/Special Announcements | No guests or special announcements noted. | |
| Previous Meeting Minutes | <p>John proceeded to the next agenda item, which was the review and approval of the July meeting minutes. He stated he would entertain a motion to approve since there were not any questions or updates.</p> <p>Motion: Approve the August 14 monthly User Council meeting minutes.</p> <p>Motion: Mr. Scott Nelsen Second: Ms. Tammy Goggia-Cockrell</p> <p>John opened the floor for any additional questions. Hearing none, John stated the motion was approved.</p> | |
| Issues & Risks Log | Review | Resolution |



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| | <p>John moved to the next agenda item, the review of the Issues and Risk Log. John asked Mr. Paul Fussey if he could give the council a brief update since there appears to be multiple updates.</p> <p>Paul briefed that the “yellow” shows updates since the last meeting, a lot of the expected completion dates were starting to time out. He stated the Operations Management Office (OMO) did was update the targeted closed date, which can be seen for the microwave update that was October 31st, 2023, and was extended out to December 1st, 2024, as a placeholder. Paul commented, however, the OMO wanted to keep the original time frame on there. He noted that when looking at the Birch Hill Master Site, side B system failure, members can see that back at the September meeting, Mr. Nik Fahnestock and Mr. Scott Stormo wanted to confirm that everything was completed before removing that item, and that item is closed, and will be removed from the log.</p> <p>John stated he appreciated the update.</p> | |
| Action Items | Updates | Action Items Assigned |
| | <p>John noted that the next item on the agenda was the Action Item List, and there is only one carryover, so no updates, and turned the meeting over to Paul.</p> | |
| Operations Management Office | Mr. Paul Fussey, Operations Manager | Action Items Assigned |
| <p>Training</p> <p>Outreach</p> | <p>1. Paul briefed that ALMR does have the new October video coming out that highlights the zone control rollovers. He commented that once a quarter, he, and Nik’s team come in and work with Motorola to do the update on zone control rollovers. Paul noted that ALMR has received questions about that once in a while, so a video was created on the topic, so people understand how ALMR keeps up with cybersecurity and maintains the system.</p> <p>2. Paul briefed that for Outreach it has been busy. He noted he attended the online Conference for Advancing the Public Sector (CAPS) on the 17th and 18th of September, which had a lot of different situations and training classes there.</p> <p>Paul noted that the OMO completed the membership agreement for the U.S. Customs and Border Patrol (CBP), and that he and Nik have been working with CBP to add their radios into ALMR, get them upgraded, and put on the system.</p> | |



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| <p>Upgrades</p> | <p>Paul stated that on October 1st that he and other members from Alaska Public Safety Communication Service (APSCS), Department of Public Safety (DPS), Department of Transportation (DOT), and other agencies from around the state attended the FirstNet briefing on push to talk and the FirstNet system.</p> <p>Paul briefed he was attending Arcticcon, which is a yearly cybersecurity seminar that will be happening at the Egan Center on October 3rd. He commented that it is an IT conference with a focus on cybersecurity, and he with other members from around the state will be attending looking at different conferences and seminars on cybersecurity; any updates for the systems around the state; talking to different vendors; and how to make sure that the ALMR system is protected.</p> <p>Paul briefed that he and Mr. Dan Nelson will be traveling to Fairbanks to conduct an in-person training on October 15th and 16th. He commented that this training was at the request of ALMR members in Fairbanks, so on those days they will be having two training sessions a day, which will be at 1 PM to 2:30 PM and 6:30 PM to 8 PM at the UAF Campus and North Pole Fire Department, respectively. Paul stated the reason they are having the training over two days and two different times is to ensure that the areas of the borough are covered and the two shifts, day and evening, are covered so law enforcement, EMS, and fire departments are able to attend for everything.</p> <p>The flyers can be found on the ALMR website and invitations were emailed to all members in the North region of ALMR.</p> <p>Paul noted that the OMO is still reaching out to all of our members and talking to them about their membership agreements, which a few members still need to turn in, and also for TDMA radios, which is being worked on with different agencies.</p> <p>Paul stated that there is an upcoming training on October 11th that he will be participating in with different agencies across the state. The training is the 2024 Energy Emergency Functional Exercise, which is an all-day exercise and will include representatives the Railbelt utilities, Cook Inlet producers, area hospitals, school districts, local government, and emergency managers. He noted he will be working with them on how ALMR can be used during an emergency.</p> <p>3. Paul briefed that the only thing that ALMR has right now is some meetings on the final items needed to be completed,</p> | |
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| <p>September Document Reviews</p> | <p>and he and Nik are still researching which agencies can start activating their talkgroups for TDMA.</p> <p>Paul noted that he and Nik are working with the Alaska Railroad right now to have one of their APX radios tested and certified for the system.</p> <p>Paul inquired if anybody had any questions before he continued on to document review and the metrics. Hearing none, he continued.</p> <p>4. Paul stated that the documents, Social Media Account Use, Asset Management policies and procedures, and ALMR's Cooperative Mutual Aid Agreement, have been posted to the website, and that the October policies and procedures have gone out for further review. He reminded everyone that it is set up through the ALMR policies and procedures in the User Council, that every month certain policies and procedures are reviewed to see if there are any updates, and then the documents are sent out for further review by the necessary parties.</p> | |
| <p>September System Metrics</p> | <p>5. Paul briefed that the monthly groups and individual calls were at 1,379,973, which is a little bit lower than last year. He stated the monthly push to talks were 2,234,934, which is just a little bit lower, but he and Nik have been looking at users and radio traffic, and as can be seen from July, August, and September it has dropped precipitously.</p> <p>Paul noted they are looking to see if there are any issues with documentation of our push to talks or are people just using the radio system less. He continued on to say the monthly busies were 356, which is a little bit higher than last year but not much.</p> <p>Paul stated the subscriber counts were 32,245, and the sites below three 9s were only 5, which included Cottonwood Creek, Goose Creek, High Mountain, Pillar Mountain, and Women's Bay. He commented that Pillar Mountain and Women's Bay was due to a GCI circuit that was down, an antenna was replace at High Mountain, and the Goose Creek fiber was cut and has been repaired.</p> <p>Paul stated ALMR has had a lot of activity on the website, which is good, and as ALMR team members talk to individuals, they bring up the new training videos.</p> <p>Paul noted that he and Nik have been updating the radio approval list, especially since they did some more ATPs.</p> | |



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| <p>Other Items</p> | <p>6. Paul noted that the Quarterly Executive Council meeting will be held on October 17th at 1:30 PM. The ALMR Newsletter is completed and will be sent out on October 15th, which is sent to all members and all the legislatures in Juneau and in the DC area.</p> <p>Paul stated the International Association of Chief of Police meeting will be held in Boston October 19th to 22nd.</p> <p>Paul briefed that the Alaska Fire Conference started today, October 2nd, in Wasilla at the Menard Center, and the 2024 Alaska Rural Energy Conference that is sponsored by the Alaska Municipal League is currently going on in Fairbanks until October 4th.</p> <p>Paul commented, since we have a lot of individuals on here for police, fire, and EMS, that October 10th is World Mental Health Day.</p> <p>John thanked Paul and asked if there were any other questions for Paul, hearing none, he moved to the next agenda item which is the system management office (SMO) overview by Nik.</p> | |
| <p>System Management Office</p> | <p>Mr. Nik Fahnestock, System Manager</p> | <p>Action Items Assigned</p> |
| | <p>Nik briefed that he does not have a lot to add, however, the SMO team continues to do PMIs, and he thanked everyone for their patience.</p> <p>Nik noted that he knows cybersecurity is brought up quite a bit, but if members find themselves bored or want to look up something, look up the Rambo malware or virus. Nik stated it turns your computer into a radio and it is pretty scary.</p> <p>Nik stated that completed his brief.</p> <p>John asked if there were any other questions for Nik, hearing none, he moved on to the State of Alaska (SOA) and DoD overviews and turned the floor over to Scott Stormo with the SOA.</p> | |
| <p>State of Alaska</p> | <p>Mr. Scott Stormo</p> | <p>Action Items Assigned</p> |



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| | <p>Scott briefed as it is getting close to wintertime, the state team is going as quick as they can to fix some stuff that is broken and finish off some trips to the mountain top sites.</p> <p>Scott stated that he was not sure if it was ever talked about before, but the Ketchikan’s High Mountain antenna was probably in bad shape for quite a while and it has been replaced, which should have fixed the portable radios not working down there.</p> <p>Scott wanted to mention to the members that the antennas are a very important part of the system, and ALMR has no visibility into how they are performing unless the team is on-site doing a physical sweep of that antenna system. Scott noted that antennas have failed a few times, in the 11 years he has been here. He stated unless it is caught while the team is out there physically doing something, the best way for the team to know about that is for people out on the system to inform us if they notice things are significantly different than normal by calling the help desk and let them know, please. Scott noted that might drive the team to go out to look at an antenna, and at the moment there is equipment that can be purchased, that they are waiting for the new version to see if ALMR wants to buy it. He commented at this point in time, there is no good way of knowing if an antenna is going bad.</p> <p>Scott continued commenting, or if it broke off, ALMR would not know that unless somebody sees it or somebody calls and tells the team that the radios are not working anymore.</p> <p>Scott concluded with the statement, until that changes people need to let the team know because that is really the alarm system, so please, if your radio is not functioning like normal, please do call the help desk and ask because it may get somebody out looking into figuring out what is the problem.</p> <p>Scott stated he did not have anything else to add.</p> <p>John thanked Scott and asked if there were any questions for Scott, hearing none, John moved onto the DoD representative.</p> | |
| <p>Department of Defense</p> | <p>Mr. Timothy Woodall</p> | <p>Action Items Assigned</p> |
| | <p>Mr. Timothy (Tim) Woodall was not present at the meeting today and Mr. Eric Smith, from the Army, stated he had nothing to add.</p> | |



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| | John thanked Eric, and moved to the next agenda item, which is the User Council representatives' updates, so he started with the SOA component with DOT, DPS, and All Others. | |
| User Council Representative Reports | Represented Areas | Action Items Assigned |
| SOA DOT | 1. John Clendenin stated he had nothing to add. | |
| SOA DPS | 2. Mr. John Rockwell stated there were no updates from DPS | |
| SOA All Others | 3. Mr. Scott Nelson stated he had no updates. | |
| DoD US Army Installations | John moved onto the DoD component. | |
| DoD JBER | 1. Mr. Eric Smith stated he had nothing to add. | |
| DoD Eielson | 2. MSgt Kayla Draves stated that there was nothing from JBER. | |
| | 3. MSgt. Joe Rodriguez stated there were no updates from Eielson. | |
| Federal Non-DoD DOI | John asked if any Federal Non-DoD components had any updates. | |
| Federal Non-DoD DOJ | 1. No representatives in attendance. | |
| Federal Non-DoD All Others | 2. Mr. Jon Kroona stated nothing from the FBI. | |
| | 3. Mr. Bobby Carter stated nothing from TSA. | |
| Munis-Central | John moved onto the municipal components. | |
| Munis-North | 1. Ms. Tammy Goggia-Cockrell stated she did not have anything today. | |
| Munis-Southeast | 2. Mr. Jim Goodman said he had nothing to add. | |
| | 3. No representatives in attendance. | |
| | 4. Ms. Erann Kalwara stated she did not have any updates, but she will reach out to some of the Southeast contacts and communities and talk to them about the issues that | |



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| | <p>was just brought up about the antennas and users reporting things to ALMR Help Desk.</p> <p>John thanked Erann, and said it is appreciated. He noted the next item is new business.</p> | |
| New Business | Discussion | Action Items Assigned |
| DOI Update | <p>John stated that there is a Teams text from Mr. Eli Barry Garland that read, “DOI update: We have awarded a PR for 500 portable BK Radios to replace our current inventory of non-TDMA compatible fire radios. Expecting to receive the radios by April of 2025.’</p> | |
| Annual Elections | <p>Paul briefed that he just wanted to make everyone aware that October is the beginning of the annual election process for the Chair and the Vice Chair positions. He stated nominations are done in October and then voting occurs in November, so the selectees can be announced in December and take office in January. Paul stated after the meeting, Mary will be sending out the email notification to all the members, and for those new to the process, the email is explanatory on what you need to do. He added, when members respond, they should only respond to Mary and that there is no announcement for who is being nominated or who is chosen until December. He noted that he looks forward to the emails coming out and then also for nominations for Chair and Vice Chair.</p> <p>John thanked Paul and asked if there is anything that anybody would like to bring up under new business and if not new business, are there any additional questions, comments, or updates regarding the ALMR system.</p> | |
| Cybersecurity Awareness Month | <p>Mr. Bruce Richter stated he had two quick things he would like to share:</p> <ul style="list-style-type: none">1) Bruce noted that for those that are iPhone or iPad users, at DHS they received a notice that if people are not upgraded to the latest software or iOS update version 18, that you can get kicked off the DHS network. He stated there are some security issues that make that update work, and he is not looking to tell other people what to do, but DHS is making it mandatory for their staff.2) Bruce stated that he shared information with Mary and Paul in order to share with members that on Halloween, | |



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| | <p>October 31st at 10 AM Alaska Time, there is a free one-hour cybersecurity awareness webinar that Region 10 is putting on. He noted that it will include some of the latest threat trends and some of the resources that are free to you through CISA, that members might want to take advantage of for your agencies.</p> <p>Bruce commented that he appreciates the chance to remind everybody that it is Cybersecurity Awareness Month and that he views this threat sort of like the Iranian ballistic missile launch yesterday, it is an ongoing barrage of incoming threats.</p> <p>Mr. David Reed stated he just wanted to add on that for many people's own computers, Windows 10 hits end of life this month, so patching is going to stop on that, and especially if you do work at home, you should look at upgrading your computer to 11.</p> <p>John thanked Bruce and David and noted that the SOA is focusing on at least the state equipment to make sure that it is updated to version 11 of Windows. He inquired if anybody recalls the actual expiration date of support for Windows 10, he knows it is coming up quick but does not recall the actual date.</p> <p>David stated the 14th of October and Nik said of 2025.</p> <p>John asked if there were any other updates to new business, any questions, or comments before he asks for an adjournment.</p> | |
| Next Meeting | Discussion | |
| | <p>John briefed the next meetings are currently scheduled for November 6 and December 4.</p> | |
| Adjournment | Discussion | |
| | <p>John stated that the floor is open and that he appreciated everybody's involvement and at this time he would entertain a motion to adjourn.</p> <p>Motion: Adjourn the October 2 User Council meeting.</p> <p>Motion: Mr. Scott Nelsen and Mr. Bobby Carter motioned at the same time.</p> <p>Second: Ms. Tammy Goggia - Cockrell</p> | |



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| | <p>John noted at this time, the meeting is adjourned and again thank you everybody.</p> <p>The meeting was adjourned at 1:57 p.m.</p> | |
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