



ALASKA LAND MOBILE RADIO EXECUTIVE COUNCIL
(A Federal, State and Municipal Partnership)



MEMORANDUM FOR ALMR Executive Council

December 8, 2005

FROM: DoD Co-Chairperson

SUBJECT: December 8, 2005 ALMR Executive Council Meeting Agenda (90 Min)

TO: See Distribution

1. Call to Order: Colonel Clifton, Executive Co-Chairman, will call the meeting to order at the Federal Building at 222 West 7th Avenue #9, Anchorage at 1:30 PM. Roll will be taken.

1:39

2. Opening Statements and Other Announcements.

3. Approval of Previous Meeting Minutes (November 21, 2005):

4. ALMR Project Status:

a. ALMR Project Status: Implementation activities--see attached report. Status of activities to be provided by State/PM Mr. Callahan, DoD/PM Mr. Woodall, and AML PM Mr. Erickson. (Open) (10 Min)

- 1) ALMR Program Performance Metrics: (Open) (ALMR PMs OPR)
- 2) ALMR Risk Management Report: (Open) (ALMR PMs OPR)
- 3) Progress Report: (Open) (ALMR PMs OPR)

b. Tri-Borough Project: Trygve Erickson will provide an update on current plans and activities regarding the Tri-Borough Focus Project. (Open)

5. Executive Council Focus Areas:

a. Transition Activities:

- 1) ALMR Communications System Cooperative Agreement Motion: (Open) (EC Voting Members OPR). This agreement is the next step in laying down the governance framework for the Executive Council and User's Council to govern and oversee operations and maintenance of the cooperatively shared infrastructure implemented under the original MoU/As. (10 Min)

Motion: Move to accept and approve for signature and implementation the "Alaska Land Mobile Radio Communications System Cooperative Agreement" Rev 3 dated December 15, 2003, to be finalized with all recommended changes and updates and presented for signature by the Executive Council Voting Members by January 30, 2006. (Tabled/Open)

2:25 ✓ 2) User's Council:

a) **Motion: Upon review of the User's Council Charter, the Executive Council finds that the Charter meets the governance requirements for fair and equitable representation, voting, arbitration and effective operation of the ALMR User's Council and moves that it be approved. (Open) (5 Min)**

b) User's Council: (User's Council Representative OPR) (10 Min)

3) Total Cost of Operation and Cost Share: (Open) Discussion related to TCO and cost share approach (Open) (20 Min)

4) Transition/cutover plan development: (Open)

Motion: The Joint Project Office (State and DoD PMs) through a cooperative approach will develop a transition/cutover plan for each of their member agencies that will operate on the ALMR system. This plan will be a written plan that is made available to agencies that will transition to the system. The plan will also be established and maintained on the Joint Project server. The PM's will identify and report to the EC key transition and critical path issues affecting their ability to successfully transition on to operational sites within 90 days of a site being declared operational. The PM's will propose a report format and content, to be presented to the EC for approval at the next meeting. An operational site list will be provided with the report that identifies the: sites operational date, what agencies are expected to use the site, and which agencies are currently using the site(s). (10 Min)

5) Spectrum Conflict, North Zone Transition, Agreements, Cost issues: (PM Team OPR) (5 Min)

6) Communications and Training Reports: (Open) (All Agencies OPR). Members will report on major outreach/communication and contact activity undertaken by their respective agencies. (5 Min)

6. New Business: None

7. **Next Meeting:** January 12, 2006. 1:30 p.m. at the Tudor Road facility.

8. **Adjourn Meeting:**

HH-
2ND DS

3:04

KRISTINE M. CLIFTON, Colonel, USAF
Department of Defense, Executive Co-Chair

2 Attachments:

1. November 21, 2005 Executive Council Minutes
2. Program Management Reports (State, DOD, AML)