



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



Memorandum for ALMR Executive Council

September 27, 2007

FROM: DOD Co-Chair

SUBJECT: September 5, 2007 ALMR Executive Council Meeting Minutes

TO: See Distribution

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**Executive Council Members Present:**

Commissioner Walt Monegan	State of Alaska (SOA), Department of Public Safety
Mr. Hans Neidig	Department of Interior, Special Asst to the Secretary
Colonel Kristine Clifton	Department of Defense (DOD) Alaskan Command
Ms. Heather Handyside	Alaska Municipal League

**ALMR Project Team Members and Guests Present:**

Mrs. Rachael Petro	Deputy Commissioner, SOA Dept of Administration
Mr. Del Smith	Operations Manager
Major Matt Leveque	User Council Chair
Mr. Tim Woodall	Department of Defense Project Manager
Mr. Jim Kohler	State of Alaska Program Manager
Mr. Tryvge Erickson	Municipality of Anchorage Project Manager
Mr. Joe Quickel	Department of Defense Project Team
Ms. Ruthi Muffler	Department of Defense Project Team
Mr. Jim Robinson	DOD Deputy Project Manager
Ms. Sherry Shafer	Operations Management Team

1. **Call to order.** Colonel Clifton called the meeting to order at 11:48 p.m.
2. **Opening Statements and Other Announcements.** Colonel Clifton stated that Mr. John Madden, Director of the Alaska Division of Homeland Security and Emergency Management, would dial into the meeting at approximately 12:30 to talk about the Public Safety Interoperable Communications Grant process.
3. **Approval of Previous Meeting Minutes (May 3, 2007).** For the Executive Council, the motion to approve the minutes was made by Mr. Neidig and seconded by Ms. Handyside. Ms. Handyside requested an amendment that the motion on page 5, item 8c be corrected to read:

**The current Statewide Interoperability Executive Committee interoperability plan, mandated by the Federal Communications Commission, is to be updated to reflect the new State of Alaska and Alaska Municipal League representative, that the plan is to be updated to reflect the new regional interoperability communications issues, and that the Regional Tactical Interoperability Communications Plans are to be added as appendices to the plan.**

**The motion was carried and approved.**

**4. Old Business.** The final review of the Draft Cooperative Agreement was completed with minor changes by the Department of Defense Legal Office and the State of Alaska Assistant Attorney General. Colonel Clifton stated both the Department of Defense Legal Office and the State of Alaska Assistant Attorney General had reached agreement and changes were for legal clarification only.

For the Executive Council, Colonel Clifton made the following motion. The motion was seconded by Commissioner Monegan.

**Move to accept all comments on the Comment Resolution Matrix; incorporate the comments into the Cooperative Agreement and date it September 10, 2007; and approve the Cooperative Agreement to be sent out for signature.**

**The motion was carried and approved.**

**5. ALMR Project Status.**

a. **PMO DOD.** Mr. Woodall briefed there were no significant issues to report.

b. **PMO SOA.** Mr. Kohler briefed the State continues to be on task and he saw no major hurdles at this point.

c. **PMO MOA.** Mr. Erickson briefed that the delay of the regional planning council in submitting their plan was fortuitous because the Federal Communications Commission changed the guidelines and threw out all plans that had been submitted. Frequencies the Municipality of Anchorage planned on using are no longer available, as ruled by the Federal Communications Commission (FCC) on August 16, 2007. The FCC changes will require reprogramming some repeaters and combiners. Motorola is reprogramming the repeaters at no cost to the Municipality. The cost to reprogram the combiners will be approximately \$20,000. Despite this recent FCC ruling, Mr. Erickson stated it should not affect their plan to be operational around the first of the year. Ms. Handyside stated the Municipality has a meeting scheduled for September 24, 2007 to reassess the plan and determine which parts are salvageable and which parts need to be readdressed.

Colonel Clifton asked if the Municipality anticipated any system configuration changes that might affect the security certification and accreditation of the ALMR system. Mr. Erickson stated he did not.

**6. User Council.** Major Leveque briefed that the monthly User Council meeting was deferred due to the Annual User Council meeting planned for September 18-19, 2007. He presented the proposed agenda. Discussions followed and Major Leveque emphasized that this meeting was focused on internal User Council issues and not necessarily on what general attendees may want to discuss. The following recommendations were provided to Major Leveque.

- a. Ms. Petro stated a short presentation on the Total Cost of Ownership (TCO) study would be appropriate.
- b. Colonel Clifton suggested the User Council also dedicate time to discussions involving Tactical Interoperable Communications Plans. She stated the technology is only one element of successful interoperable communications. A larger and more difficult element involves the training and procedures needed to effectively and efficiently use the technology.

**7. Action Item Review and Update.** The Actions Items listed on the agenda were reviewed and discussed. No objections were noted to the following recommendations.

- a. Colonel Clifton recommended closing 7e and 7f since these actions have been completed.
- b. Mr. Woodall requested combining item 7d into 7g because the development of an ALMR training roadmap would include SOA and local government training opportunities.
- c. Ms. Handyside noted that item 7b should be called the "FCC Statewide Interoperability Plan."
- d. Colonel Clifton requested the Joint Project Team provide a detailed timeline for preparing and signing required governance documents to include required MOAs, MOUs, Service Level Agreements, and other agreements.

**8. Operations Management Office (OMO).** Mr. Smith briefed.

- a. The OMO remains engaged in resolving the frequency conflicts at Ester Dome. From September 11-13, 2007, spectrum managers from the DOD and FCC will return to Fairbanks with more sophisticated equipment to pinpoint the interference and shut it down. It is unlikely this interference caused the problems reported by EF Johnson radio users.
- b. EF Johnson will meet one last time with system users in Fairbanks on September 13, 2007 to discuss what has been accomplished to address the problems with the radios in the Fairbanks area.

c. The OMO is meeting with the State ALMR PM to determine how to overcome the confliction issues caused by the SOA conventional channels not being turned off in accordance with the original ALMR frequency acquisition plan.

Birch Hill – 1 conflicted channel  
Ester Dome – 2 conflicted channels  
Quarry Hill – 1 conflicted channel  
Alcantra – 1 conflicted channel  
Atwood - 4 conflicted channels (3 or these channels are not licensed)  
Harding Lake – 1 conflicted channel  
Cooper Mountain - 1 conflicted channel  
Bailey Hill - 2 conflicted channels  
Hope – 1 conflicted channel

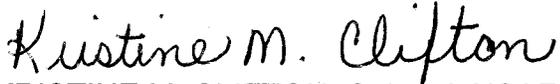
d. The next Alaska Land Mobile Radio *Insider* newsletter will be published on October 15, 2007; some articles will address scanning and trunking.

e. The OMO is working with Tok Area Emergency Medical Service with a 'practice' talk group. Tok has received a grant and will purchase 7 mobiles and 30 portables for use on the ALMR system. He also stated Chief Beals of the Bear Creek Fire Department is looking to purchase radios for all the small Emergency Medical Services in his area.

**9. New Business.** Mr. John Madden, Director of the Alaska Division of Homeland Security and Emergency Management, discussed the Public Safety Interoperable Communications Grant process.

**10. Next Meeting.** The next meeting is tentatively scheduled for September 27, 2007, 1:30 p.m. at 5700 E. Tudor Road at the Alaska State Trooper training conference room. Commissioner Monegan noted he would not be available on this date.

**11. Adjourn Meeting.** Commissioner Monegan made a motion to adjourn the meeting, which was seconded by Ms. Handyside. Without further discussion, the Executive Council Meeting adjourned at 1:22 p.m.

  
KRISTINE M. CLIFTON, Colonel, USAF  
Department of Defense, Executive Co-Chair  
Alaska Land Mobile Radio Executive Council

Distribution:

SOA DPS, Commissioner Walt Monegan  
FEA DOI, Mr. Hans Neidig  
ALCOM/J6, Colonel Kristine Clifton  
AML, Ms. Heather Handyside  
OMO, Mr. Del Smith  
UC, Major Matthew Leveque  
ALCOM/J64, Mr. Timothy Woodall  
SOA DOA, Mr. Jim Kohler  
MOA, Mr. Trygve Erickson