



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



**MEMORANDUM FOR ALMR Executive Council**

**April 30, 2007**

**FROM: DoD Executive Co-Chair**

**SUBJECT: May 03, 2007, ALMR Executive Council Meeting Agenda (2 Hours)**

**TO: See Distribution**

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1. **Call to Order.** Colonel Clifton, Executive Council Co-Chairman, will call the meeting to order at 5700 East Tudor Road, Alaska State Troopers facility main conference room, at 1:30 p.m. Roll will be taken. (5 Min)

2. **Opening Statements and Other Announcements.** (5 Min)

3. **Approval of Previous Meeting Minutes.** ALMR Executive Council Meeting minutes, dated November 30, 2006. (Atch 1) (5 Min)

4. **ALMR Project Status.**

a. ALMR Project Status: Implementation activities report. (Open) (Atch 2)  
(15 Min)

Status of activities to be provided by:

- (1) DOD Project Manager, Mr. Woodall – Status update
- (2) State Project Manager, Mr. Callahan – Status update  
– Site Risk Analysis
- (3) MoA Project Manager, Mr. Erickson – Status update

b. Tri-Borough Project. Mr. Erickson will provide an update on current plans and activities regarding the Tri-Borough Focus Project. (Open) (5 Min)

5. **Old Business.**

a. **Action Items Recommended as Closed:** None.

b. **Action Item Still Open:** The Joint Project Office, in coordination with the ALMR User Council, will develop an ALMR training strategy and a training roadmap, to include

communications exercises. The Executive Council requires a tool to ensure Team Alaska is prepared to operate ALMR on a day-to-day basis and is poised to conduct a full operational assessment during Alaska Shield/Northern Edge '07. (Mr. Woodall) (5 Min)

## **6. Executive Council Focus Areas.**

a. ALMR User Council: Report on issues that were addressed at the last meeting, upcoming issues the User Council will address within the next month(s), and status of membership/representation on the User Council. (Deputy Chief Brad Johnson) (10 Min)

b. Transition/Cutover Status. (5 Min)

## **7. New Business.**

a. State budget and State O&M funding for ALMR. (Mr. Callahan) (5 Min)

b. Status of Agreements: An overview of documents/agreements that must be signed by the Executive Council, current status of these documents/agreements, and obstacles impeding final review and signature. A timeline and sequence for review and signature will be presented. (Mr. Woodall) (10 Min)

**Motion. Move to approve the following: The ALMR Cooperative Agreement can be executed between two or more willing parties. Since the ALMR system is operational and there are shared costs associated with the operations and maintenance of ALMR, at minimum the DoD and the State of Alaska should complete coordination of the Cooperative Agreement and obtain approval and signature(s) from duly authorized and responsible agencies NLT 30 May 2007, with the Cooperative Agreement becoming effective upon signature but not later than 1 June 2007. Federal Non-DoD and Alaska Municipal League partners should coordinate, determine who appropriate, responsible and authorized signature authorities are, and obtain approval and signature(s) NLT 1 October 2007.**

c. Recommended Executive Council Focus Areas for 2007. Discuss focus areas proposed by Colonel Clifton, modify list as appropriate, identify lead co-chair to oversee focus area, and propose a date for completion. (30 min)

- (1) Approve and sign ALMR Cooperative Agreement
- (2) Facilitate development of the State ALMR Transition Plan
  - Help resolve frequency conflicts with State legacy 2-way radio system
- (3) Decide upon long-term O&M strategy: Outsource or DOA maintenance for shared infrastructure

- DoD recommendation is to maintain outsource approach for short-term (5 yrs) or until State has developed in-house capability to O&M ALMR in accordance with the Service Level Agreements
- (4) Develop formal recommendation for the cost-share strategy
- (5) Assess results of security certification and accreditation efforts and develop appropriate policies needed to mitigate vulnerabilities
- (6) Promote use of ALMR in all exercises
  - Review after-actions reports and develop improvement measures to help ensure ALMR is used to its full potential
- (7) Develop an ALMR education and outreach strategy
- (8) Determine if the Executive Council faces any legal liabilities and develop a mitigating strategy, if required
- (9) Review and clarify role of the ALMR User Council
  - How may it change/grow over next 2 years
  - Will it lead to eventual devolution of the Executive Council

d. ALMR Program Change Request (CR) Forms: Delta/Donnelly/Fort Greely move. Request Executive Council read and sign CR (2 cys) approving move (Atch 3) (10 Min)

**8. Next Meeting.** The next proposed meeting is June 14, 2007, 1:30 p.m. at the Alaska State Troopers facility, main conference room.

**9. Adjourn Meeting.**

*Kristine M. Clifton*

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

3 Atch:

1. Executive Council Meeting Minutes for 30 November 2006
2. ALMR Project Status Implementation Activities Report
3. ALMR Program Change Request Form – Delta/Donnelly/Fort Greely Move

Distribution:

SOA DPS, Commissioner Walt Monegan  
DOI, Mr. Hans Neidig  
ALCOM/J6, Colonel Kristine Clifton  
AML, Ms. Heather Handyside  
ALCOM/J64, Mr. Timothy Woodall  
SOA DOA, Mr. Mike Callahan  
MOA, Mr. Trygve Erickson  
ALMR User Council, Major Matthew Leveque