



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



MEMORANDUM FOR ALMR Executive Council

August 15, 2008

FROM: DOD Executive Co-Chair

SUBJECT: August 21, 2008, ALMR Executive Council Meeting Agenda

TO: See Distribution

1. **Call to Order.** Colonel Clifton, Executive Council Co-Chairman, will call the meeting to order at the Alaska State Trooper (AST) Main Training Conference Room, at 1:30 a.m. Roll will be taken. (5 Min)

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

3. **Approval of Previous Meeting Minutes (May 22, 2008).** ALMR Executive Council Meeting minutes, dated June 9, 2008. (5 Min) (Atch 1)

4. **Old Business.** (80 Min)

a. ALMR Security Certification and Accreditation update. **(OPEN)**
Mr. Chad Huls to present an update briefing.

b. Total Cost of Ownership Study. **(OPEN)** The Joint Project Team will provide the final draft of the TCO Executive Summary and Record of Changes (Atch 2) to the Executive Council for approval. Mr. Jim Kohler and Mr. Joe Quickel (representing Mr. Tim Woodall) will present an executive overview of changes.

Motion: Approve the ALMR Total Cost of Ownership (TCO) Executive Summary, release the TCO for agency coordination, and not later than September 4, 2008, submit email vote to approve the TCO.

c. Cost Share Agreement. **(OPEN)** Mr. Kohler and Mr. Quickel (representing Mr. Woodall) will present their recommendations to the Executive Council for approval.

Motion: Approve the Cost Share approach where the owners of the infrastructure pay for the maintenance of the equipment they own and share the costs for System Management, Operations

Management, and State of Alaska Telecommunications System (SATS) circuits used by ALMR. The shared costs are to be allocated based on subscriber units registered on the System divided evenly into the combined annual contract cost of System Management, Operations Management, and SATS circuits.

d. Business Case update. **(OPEN)** The OMO will provide an update on the status of this document. The original target date for completion was April 30, 2008.

e. Membership Agreements. **(OPEN)** At the May 22, 2008 meeting, members received the final draft Membership Agreement for coordination and approval. (Atch 3).

Motion: Approve the final ALMR Membership Agreement and incorporate it into the ALMR Cooperative Agreement as Appendix E.

f. Service Level Agreement (SLA) update. **(OPEN)** Stakeholders to provide update on their approval status of the SLA.

5. **ALMR Project Status.** Implementation activities report. (Atch 4)

6. **User Council Update.** (10 Min)

a. Per Article 8, Section 4 of the Cooperative Agreement, ***"The Executive Council will approve the appointment of members to the User Council."***

Motion: Approve the appointment of Mr. David Gibbs, Emergency Operations Manager - Fairbanks North Star Borough, as the Alternate Northern Municipalities representative; approve Chief Mark Beals – Bear Creek Fire Service Area, as the Primary Central Municipalities representative; approve the move of Chief Sheldon Schmidt – Sitka Police Department, from the Alternate Southeast Municipalities representative position to the Primary Southeast representative position; and approve Chief Ray Leggett, Skagway Police Department, as the Alternate Southeast Municipalities representative.

b. During their July 2, 2010 meeting, the User Council approved the draft FY2010 ALMR Operating Budget for submission to the Executive Council. Request the Executive Council review the draft budget at Atch 5 and approve its release for agency review and coordination.

Motion: Approve the release of the draft FY2010 ALMR Operating Budget for coordination by the Parties to the ALMR Cooperative Agreement.

7. Operations Management Office (OMO). The OMO update is provided in hard copy (Atch 6).

8. New Business. (10 Min) The Joint Project Team will present the initial draft ALMR Cost Share Agreement. Mr. Kohler and Mr. Quickel (representing Mr. Woodall) will provide an overview of the agreement and rationale for its content. The goal is to have the agreement coordinated and approved by all Parties to the ALMR Cooperative Agreement not later than January 2009.

9. Next Meeting. (5 Min) The next meeting is September 18, 2008, 1:30 p.m. at the AST Main Training Conference Room, 5700 E. Tudor Road.

10. Adjourn Meeting.

Kristine M. Clifton

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

6 Atch:

1. May 22, 2008 Executive Council Meeting Minutes dated June 9, 2008
2. ALMR Total Cost of Ownership Study Executive Summary and Record of Changes
3. ALMR Membership Agreement
4. ALMR Project Status Implementation Activities Reports
5. Draft FY2010 ALMR Operating Budget
6. OMO Metrics

Distribution:

SOA DOA, Commissioner Annette Kreitzer
FEA DOI, Mr. Hans Neidig
ALCOM/J6, Colonel Kristine Clifton
AML, Chief Jeff Tucker
MOA, Ms. RaeShaun Schmidt
ALMR User Council, Major Matthew Leveque
ALMR OMO, Mr. Del Smith
ALCOM/J64, Mr. Timothy Woodall
SOA DOA, Mr. James Kohler
MOA, Mr. Trygve Erickson