



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

MEMORANDUM FOR ALMR Executive Council

Jan 21, 2010

FROM: SOA Executive Co-Chair

SUBJECT: November 19, 2009, ALMR Executive Council Meeting Minutes

TO: See Distribution

Executive Council Members Present:

Ms. Annette Kreitzer	Commissioner, State of Alaska Department of Administration
Colonel George Hays	Department of Defense (DOD), Alaskan Command
Mr. Kevin Spillers	Municipality of Anchorage, Communications, Grants, & Policy Manager
Chief Jeff Tucker	Alaska Municipal League, North Star Fire Department (via teleconference)

ALMR Project Team Members and Guests Present:

Mr. Ron McCoy	Staff Coordinator, USDOJ (on behalf of Mr. Harry Kieling)
Ms. Rachael Petro	Deputy Commissioner, State of Alaska Department of Administration
Dep Commissioner Bob Gorder	Department of Public Safety
Major Matt Leveque	User Council Chair
Mr. Del Smith	Operations Manager
Mr. Tim Woodall	Department of Defense ALMR Project Manager
Mr. Jim Kohler	State of Alaska ALMR Program Manager
Mr. Trygve Erickson	Municipality of Anchorage Project Manager
Mr. Joe Quickel	Department of Defense Project Team
Ms. Sherry Shafer	Operations Management Office

1. Call to Order. Commissioner Kreitzer called the meeting to order at 1:32 p.m.

2. Opening Statements and Other Announcements. Commissioner Kreitzer welcomed Colonel Hays.

3. Approval of Previous Meeting Minutes (May 26, 2009). The May meeting minutes were not approved and will be addressed at the December meeting.

4. Old Business. A review of previous actions was conducted.

a. Total Cost of Ownership (**CLOSED**). The final Total Cost of Ownership study was released on Sep 18, 2008.

b. Cost Share (**CLOSED**). The Executive Council approved the ALMR Cost Share approach and method and signed a Cost Share Cooperative Agreement for State Fiscal Year 2010 on May 29, 2009.

Commissioner Kreitzer advised the group that there was nothing new to brief on the FY2011 budget at this time.

c. Business Case (**CLOSED**). The 2008 Business Case update was release on Jun 17, 2009.

5. ALMR Project Status. The October implementation Radio Site Status Report and MotoBridge™ implementation schedule were provided in hard copy. There were no questions.

a. SOA Program Manager update. Mr. Kohler briefed that 11 out of the 31 MotoBridge™ implementation sites were completed. Those sites which are still listed as “Red” due to operational issues are being addressed.

b. DOD Project Manager update. Mr. Woodall clarified that those sites awaiting Acceptance Test Procedures (ATP) are listed as yellow status due to the required contract modification. The contractor had already visited the sites for the cold install (no connectivity in place at installation) and was under no contractual obligation to return. Currently, there are no funds to submit a contract modification to ATP the sites.

6. User Council Update. Major Leveque updated the Executive Council on User Council (UC) activities.

a. The Annual User Council Training Conference was held in September and there was poor attendance by council members. This continues to be an issue at UC meetings, as well. Specific examples are 1) the primary representative position for the Federal Non-DOD agencies formally filled by TSA has been empty for two years now and 2) although Southeast Alaska has appointed representatives on the UC, they never attend the meetings.

b. The UC worked with the DOD Contracting Office in finalizing and awarding the new Operations Management Office contract beginning October 1.

c. Annual UC elections are in progress for the Chair and Vice Chair positions. Elected representatives will be seated in January 2010.

7. Operations Management Office (OMO). Mr. Del Smith briefed the council on on-going OMO activities.

a. The spike in System busies in June was caused by several events – both Kulis ANGB and Elmendorf AFB had exercises occurring at the same time and Atwood site was not assigning channels correctly.

b. Haines and High Mountain sites are not fully operational yet but the State anticipates having them completed in early 2010, which will provide much needed coverage in Southeast Alaska.

c. There was an allegation of the ALMR system causing frequency interference in the Fairbanks area by a local business. The suspected channel was turned off until the FCC came to Alaska and did the required testing. ALMR was found not at fault and the channel was turned back up.

d. Other areas the OMO is involved in currently are Cross Border Interoperability testing with Canada, plain language standards for Alaska public safety first responders, testing of ICOM radios on the System, and possible expansion locations for increased coverage.

8. New Business. Training was highlighted as a current area of concern for ALMR.

a. Mr. Kohler highlighted that training remains a critical element in interoperability. He mentioned one of the briefings presented by at the Annual UC Training Conference outlined the fact that the biggest challenge was not how well the radio worked but how well those carrying them knew how to use them properly. Training was one of the optional items that were not funded under the current OMO contract, but since ALMR has transitioned from a project to an operational system this would continue to be an on-going effort.

The Alaska Interoperable Communications Committee (AKICC) does have access through Homeland Security to some training dollars, so perhaps ALMR training issues can be outlined and reiterated to them.

Major Leveque said one challenge is that because there are different makes/models of radios on the System none of them are set up the same way. Another issue is the inability of on-scene commanders to separate them from the action.

Mr. Woodall advised the group that in 2005, ALMR produced a training video with the assistance of AST which demonstrated how to use the Incident Command channels and perhaps that would be something that needs to be readdressed.

Mr. Smith gave an example of the San Diego Regional Communications System which travels around to different agencies and does continual training in various areas of radio use and interoperability. Mr. Spillers stated that the Municipality of Anchorage was also using them for training.

b. Mr. Kohler reminded the council that a draft budget document should be prepared by March 31, 2010, in order to be formalized and adopted for the new budget cycle beginning in July.

c. Mr. Woodall briefed that the Tactical Interoperable Communications Plans (TICPs) were in the process of being updated by the Department of Defense. Part of the update was conducting regional exercises based on scenarios most likely to occur in the specific regional areas. TICPs are not used on a daily basis, but provided the 'big picture' for outside agencies to reference should a major disaster occur. The Region F TICP for the Municipality of Anchorage is delayed due to the transition to the Anchorage Wide Area Radio Network (AWARN).

Mr. Smith stated that Division of Homeland Security & Emergency Management is working to develop TICPs for Western Alaska utilizing the current ALMR format, which is updated to reflect the new mandated Department of Homeland Security format.

9. Next Meeting. The next meeting is scheduled for December 17, 2009, at 1:30p.m. in the AST Training Conference Room.

10. Adjourn Meeting. Commissioner Kreitzer adjourned the meeting at 2:50 p.m.

//Approved//
ANNETTE M. KREITZER, Commissioner
State of Alaska, Executive Co-Chair
ALMR Executive Council

Distribution:

SOA DOA, Commissioner Annette Kreitzer
SOA DPS, Commissioner Joseph Masters
SOA DPS, Deputy Commissioner Robert Gorder
FEA DOI, Mr. Harry Kieling
ALCOM/J6, Colonel George Hays
AML, Chief Jeff Tucker
MOA, Mr. Kevin Spillers
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