



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

MEMORANDUM FOR ALMR Executive Council

September 27, 2010

FROM: SOA Executive Co-Chair

SUBJECT: August 19, 2010, ALMR Executive Council Meeting Minutes

TO: See Distribution

Executive Council Members Present:

Ms. Annette Kreitzer	Commissioner, State of Alaska Department of Administration (via teleconference)
Colonel George Hays	Department of Defense (DOD), Alaskan Command (via teleconference)
Ms. Pamela Bergmann	Non-DOD Federal Agency Representative, Alaska Federal Executive Association
Mr. Kevin Spillers	Municipality of Anchorage, Office of Emergency Management (via teleconference)

ALMR Project Team Members and Guests Present:

Ms. Rachael Petro	Deputy Commissioner, State of Alaska Department of Administration
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. Joe Quickel	ALMR Project Management Office (via teleconference)
Ms. Sherry Shafer	Operations Management Office

1. Call to Order. Commissioner Annette Kreitzer called the teleconference to order at 1:33 p.m.

2. Opening Statements and Other Announcements. The status of the FY2011 Non-DOD Federal Agency Membership Agreements, an update on the status of the transferring of funds, as well as the OEC Barriers Study update were added as additional New Business discussion items.

3. Approval of Previous Meeting Minutes. The Commissioner asked the council if they had reviewed the July minutes and if they had any requested changes. Ms. Bergmann requested one minor administrative change to paragraph 3.

The following motion was presented for approval.

Motion: Approve the July 15, 2010, Executive Council meeting minutes, as amended.

The motion was made by Ms. Bergmann and seconded by Colonel George Hays. There were no objections. **The motion was carried and approved.**

4. Old Business. There were no Old Business items for discussion.

5. ALMR Project Status.

a. Mr. Kohler, SOA Program Manager, stated that in the next 30 days both Haines and Ketchikan (High Mountain) sites should be up and operational.

b. Mr. Tim Woodall, DOD Project Manager, stated that the Project Office was finishing up the MotoBridge® installation. All installations were complete. There were three training sessions remaining to be completed no later than the end of September. Mr. Woodall advised that Mr. Joe Quickel would provide an update on the OEC Barriers Study effort under New Business.

6. User Council Update.

a. FY2012 Operations Management Office (OMO)/System Management Office (SMO) Operating Budget

The User Council voted to accept and forward the OMO/SMO budget document at their August 4 meeting. Major Matt Leveque, User Council Chair, presented the budget for acceptance and planning purposes for the FY2012 budget cycle. Major Leveque reviewed the current anticipated contract costs and the additional proposed operational costs.

Commissioner Kreitzer asked for an explanation of the difference in the costs between the FY2011 budget costs and the proposed FY2012 budget.

Mr. Jim Kohler stated there is a zero net difference in the contract costs. Mr. Tim Woodall clarified that the SMO contract maintains the options of imposing a three to five percent increase annually. For FY2011, they did not use the option. For budget planning purposes, the five percent increase was factored into the FY2012 budget. There were no additional questions from the council.

The following motion was presented for approval.

Motion: Approve the FY2012 Operations Management Office and System Management Office Operating Budget and move the document into the State budget cycle for inclusion in all cost considerations.

The motion was made by Colonel Hays and seconded by Ms. Bergmann. There were no objections. **The motion was carried and approved.**

b. Appointment of US Army Alaska User Council representative.

The USARAK position had been vacant since August 2009. A primary representative was appointed to fill the vacancy, as well as the appointment of a new alternate representative.

In accordance with the User Council Charter, Article 5 - Membership, Section 1: "The Executive Council will approve the appointment of members and their alternates to the User Council." the following motion is presented to the Executive Council for approval.

The following motion was presented for approval.

Motion: Approve the appointment of Mr. Thomas R. Williams (primary) and Major Jeffrey C. Fulton (alternate) as the DOD USARAK representatives on the ALMR User Council.

The motion was made by Colonel Hays and seconded by Ms. Bergmann. There were no objections. **The motion was carried and approved.**

7. Operations Management Office (OMO). Mr. Del Smith discussed the spike in the July System metrics. Commissioner Kreitzer asked if this was a normal trend. Del explained that although both System calls and busies were noticeably higher this was a normal course of action during summer months.

8. New Business.

a. Status of Non-DOD Federal Agency Membership Agreements.

The OMO briefed there six agencies that had signed and returned their agreements. Ms. Bergmann requested a reminder be sent to the remaining agencies by week's end with an assigned suspense date for completion.

b. Office of Emergency Communications Barriers Study.

At this time 16 stakeholders from DOD, State and local organizations had completed interviews. Mr Quickel is awaiting credentialing from OEC to interview Army personnel.

The draft outline of corrective actions has been prepared. During the course of preparing the corrective action responses additional barriers were identified. The next draft is expected on September 1. Corrective action responses are expected on September 8. Completion of the study is expected by the end of September.

The common theme throughout the study was the issue of cost share. Ms. Bergmann emphasized that the issue for Non-DOD Federal Agencies is not their requirement to remit their cost share, but rather identifying the appropriate mechanism(s) to do so. Ms. Bergmann provided an update on those efforts as noted below.

c. Non-DOD Federal Agency Cost Share Funds Transfer.

Ms. Bergmann briefed the council that a meeting will be held on August 23 for Non-DOD Federal Agency contracting officers (or equivalents) , along with Mr. Woodall and USAF contracting officers. The meeting purpose is to discuss the mechanisms available for the Non-DOD Federal Agencies to use to transfer their respective FY 2011 cost shares to DOD.

d. U.S. Army Alaska divesture of ALMR sites.

Due to a lack of response from US Army Alaska (USARAK), Governor Parnell was prompted to send a letter to the Secretary of the Army to gain some insight on the intentions of USARAK with regard to divesture of their ALMR sites.

The Chief Information Officer (CIO) was put in charge of answering the State's four questions submitted to USARAK in April. Alaskan Command was working closely with the CIO to pull together the information requested.

Colonel Hays advised the other council members that it is the intention of U.S. Army Alaska to divest a total of 41 of their current sites. In addition, they would like to take over the operation and maintenance of Site Summit which is currently a State of Alaska site. Colonel Hays assured the council members that the Army does not intend to depart the ALMR partnership.

9. Next Meeting. The next regularly scheduled meeting is September 16, at 1:30 p.m. in the AST Training Conference Room.

10. Adjourn Meeting. A motion made to adjourn the meeting was made by Ms. Bergmann and seconded by Colonel Hays. The meeting adjourned at 2:20 p.m.

\\Approved\\
ANNETTE KREITZER, Commissioner
State of Alaska, Executive Council Co-Chair
ALMR Executive Council

Distribution:

SOA DOA, Commissioner Annette Kreitzer
SOA DPS, Commissioner Joseph Masters
SOA DOA, Deputy Commissioner Rachael Petro
SOA DPS, Deputy Commissioner Robert Gorder
AFEA, Ms. Pamela Bergmann
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