



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

MEMORANDUM FOR ALMR Executive Council

September 1, 2011

FROM: DOD Executive Co-Chair

SUBJECT: July 21, 2011, ALMR Executive Council Meeting Minutes

TO: See Distribution

Executive Council Members Present:

Commissioner Joe Masters

US Attorney Karen Loeffler

Chief Jeff Tucker
Mr. Kevin Spillers

Commissioner, State of Alaska
Department of Public Safety
Non-DOD Federal Agency Representative,
Alaska Federal Executive Association
Alaska Municipal League
Municipality of Anchorage Office of
Emergency Management (via
teleconference)

ALMR Support Team Members and Guests Present:

Major Matt Leveque
Mr. Del Smith
Mr. Tim Woodall
Mr. Trygve Erickson

Ms. Sherry Shafer
Mr. Pat Shier
Mr. Forrest Booker
Ms. Sharon White
Mr. Dwayne Sakumoto

Mr. Tim Strayer

Mr. Alan Jackson

Mr. Tim Brandt

User Council Chairman
Operations Manager
Department of Defense ALMR Manager
Municipality of Anchorage (via
teleconference)
Operations Management Office
Director Enterprise Technology Services (ETS)
SOA ETS (via teleconference)
SOA ETS (via teleconference)
Motorola® Account Manager for Alaska State
& Local Customers
Motorola® Service Manager for Alaska Federal
Customers
Motorola® Account Manager for Alaska DOD
Customers
Motorola® Lifecycle Planning Manager

Mr. Jim Nicholl

Motorola® Service Manager for Alaska State &
Local Customers

1. Call to Order. Mr. Tim Woodall explained to the Executive Council that Colonel George Hays, Department of Defense (DOD) Co-Chair, was out of town and unable to attend the meeting.

Colonel Hays had requested Mr. Woodall assist with running the meeting, and had provided his votes on those motions contained in the agenda.

Mr. Tim Woodall called the meeting to order on behalf of Colonel Hays at 1:36 p.m.

2. Opening Statements and Other Announcements. Mr. Woodall asked the other Executive Council members if they had any objections with changing the agenda and moving the Motorola® presentation. There were no objections.

A motion was offered to change the order of the agenda.

Motion: Move the presentation from Motorola® regarding ALMR Lifecycle Management ahead of any 'Old Business' items.

Motion: Commissioner Joe Masters
Second: U.S. Attorney Karen Loeffler

There were no objections. **The motion passed.**

3. Approval of Previous Meeting Minutes. Mr. Woodall asked the Executive Council members if they had had an opportunity to review the draft May meeting minutes, and if there were any requested changes. Hearing no requests for changes, Mr. Woodall requested the council present a motion to approve the minutes.

Motion: Approve the May 9, 2011, Executive Council meeting minutes, as written

Motion: U.S. Attorney Loeffler
Second: Commissioner Masters

There were no objections. **The motion passed.**

4. Old Business.

a. Alaska Federal Executive Association (AFEA) Funding. Mr. Woodall updated the Executive Council on the status of the funds transfer from the Federal Non-DOD agencies to the DOD.

He stated that a military attorney had weighed in on the matter and had stated that it is legal for the Federal Non-DOD agencies to transfer funds to the DOD to offset costs of the operations of the ALMR System and, in fact, was required by the Economy Act and the Anti-Deficiency Act.

Mr. Woodall also explained that the previously prepared inter-agency agreement format was reviewed and it met fiscal law requirements and the last step in the process was for Colonel Hays to appoint an Office of Primary Responsibility to accept the funds.

b. Army Site Equipment Divestiture. Mr. Woodall advised the Executive Council that the U.S. Army-Alaska (USARAK) had placed its equipment at 13 State of Alaska (SOA) sites in a break/fix status as of July 1. The equipment would remain in break/fix until December 31. At such time, the SOA would need to make a decision as to whether they were going to accept the equipment or USARAK would remove it.

c. FY2012 Cost Share Cooperative Agreement. The FY12 Cost Share Cooperative Agreement was signed and distributed to the Executive Council members. It was also posted to the ALMR web site. **(CLOSED)**

d. USARAK FY2012 Funding Shortfalls. Mr. Woodall advised the Executive Council that USARAK had received the funds they had requested to cover the funding shortfall of \$550K for FY12. **(CLOSED)**

5. ALMR Status.

a. Mr. Woodall stated that the DOD update issues had already been covered and he had nothing further to add.

b. Mr. Jim Kohler, SOA Program Manager, was out of state and unavailable to brief the Executive Council.

Mr. Pat Shier stated that ETS was exploring what certifications would be required for SOA technicians with regard to the equipment.

Del stated that he and the System Manager, Mr. Casey Borg, had also met with Mr. Andy Booker and Mr. Todd Richardson, both from ETS, to discuss this matter.

6. User Council Update.

a. SOA - All Others User Council (UC) position. Major Matt Leveque explained to the Executive Council that both the primary and alternate SOA All Others positions have been vacant for some time. Historically, the Department of Military and Veterans Affairs had filled the primary position and the Division of Forestry had filled the alternate position. Major Leveque advised the Executive Council that he had been in contact with Director John Madden. Major Leveque also stated that his alternate for SOA DPS,

Captain Barry Wilson, had moved to a new assignment so they were still looking from someone to fill his position.

b. UC Annual Training Conference. Major Leveque advised the Executive Council that in the past, the User Council had all met once annually in order to work on pertinent issues related directly to the council. For the previous two years, they had been able to used training funds from grants. Those funds were no longer available.

c. Annual Operations Management Office (OMO)/System Management Office (SMO) Budget document. Major Leveque noted that the UC had reviewed and approved the proposed FY13 budget during their June monthly meeting and agreed to forward it to the Executive Council for their consideration.

Mr. Del Smith explained the purpose of the budget and what each of the listed contracts covered. He also explained the additional funding request listed for the upgrade was presented for life cycle planning purposes and consideration

Mr. Woodall explained that the System Management Office was on the first year of a five-year contract for maintenance of all the sites. He also pointed out that the contract cost could be adjusted annually depending on the break/fix options put in place regarding the 41 sites containing USARAK equipment to be divested.

He also advised the Executive Council this was the last option year for the Operations Management Office contract and it would be open for rebid next year. He stated that the DOD and the SOA would need to begin talks soon on whether the OMO would continue or not continue.

Motion: Accept the FY13 OMO/SMO budget, as approved by the User Council, and forward as appropriate.

Motion: Commissioner Masters
Second: U.S. Attorney Loeffler

There were no objections. **The motion passed.**

d. Service Level Agreement (SLA). Major Leveque stated that as the Executive Council was aware, the fiscal issues created by the pending divestiture of USARAK equipment have created a need to adjust maintenance response times. The OMO had discussed the affected portions of the SLA with the UC and a decision was made that certain portions should be suspended and replaced with language which coincided with the current contracts in place.

Motion: Accept the recommendation of the User Council to suspend portions of the Service Level Definitions regarding response times, as defined in the Tables 3.1, 3.2, 3.3 and 3-8 and provide alternate language with regard to the current maintenance contract in place.

Motion: U.S. Attorney Loeffler

Second: Mr. Woodall (on behalf of Colonel Hays)

There were no objections. **The motion passed.**

7. Operations Management Office.

a. Mr. Del Smith presented the June System metrics to the Executive Council. He stated that there was no unusual activity for the month and the statistics were consistent with previous years at this time.

b. Annual Membership Agreement Renewals. Mr Smith advised the council that the annual renewals are a requirement of the Cooperative Agreement. He stated that in 2010 all agencies had executed new agreements when the Membership Agreement was updated, therefore, the OMO did not see any reason to have everyone re-sign for the period of July 1, 2011 to June 30, 2012. All agencies were asked to respond via email as to their intent to remain on the System. The only agency who had failed to respond was U.S. Army-Alaska, who has still not responded despite repeated explanations of the requirement.

8. New Business.

a. Mr. Tim Brandt, Motorola® Service Manager for Alaska State & Local Customers, gave a presentation regarding ALMR Lifecycle Management. As noted in the opening statements, this briefing was presented directly after approval of the May meeting minutes.

b. Chief Jeff Tucker had requested an update from the Department of Administration on their efforts with regards to ALMR funding. Chief Tucker stated that during the course of the other meeting agenda items, this had already been covered. He stated no further discussion was needed.

c. Chief Tucker asked to bring up an additional item which had come to his attention while reading the Executive Council Charter. He advised the council that the charter states the Executive Council is also appointed as the Statewide Interoperable Executive Committee (SIEC). He stated to his knowledge, the Executive Council has never held a meeting as the SIEC.

Mr. Woodall provided a brief history as to why the Executive Council was designated as the SIEC. He explained that the Federal Communications Commission required that an SIEC be established in order to approve the spectrum sharing agreement. Therefore, the Cooperative Agreement appointed the Executive Council as the SIEC.

Major Leveque pointed out that the Cooperative Agreement has no authority to establish an SIEC.

Chief Tucker stated that he would like to see a recommendation from the Executive Council to the Governor requesting that an SIEC be formed.

Mr. Woodall advised this subject had been a point of discussion at the Sep 27, 2010, Executive Council meeting. At that meeting, then Commissioner of Administration Annette Kreitzer commented that she fully understood the requirement and knew what needed to occur and would take the matter for action.

Mr. Smith stated that prior to Governor Frank Murkowski's administration there had been a Telecommunications Information Council at the State level that was appointed by statute. They wrote State telecommunications plans and initially that is where ALMR decisions were made by the State. It was an umbrella organization that looked at the State's general strategy on how they would proceed on issues.

U.S. Attorney Loeffler stated that it did not seem like a decision that the Executive Council would make but that perhaps they could make a recommendation to the State.

Mr. Woodall recommended that the council add this item to 'Old Business' on the agenda for the next meeting. They could then discuss removing it from the Charter and recommend moving it forward to the State that one be put in place.

Major Leveque stated that there are many different models out there and without having a strawman recommendation from the Executive Council to reflect the organizational makeup of the SIEC that will best benefit the State, this could go all sorts of directions.

9. Next Meeting. The next meeting is scheduled for August 18, 2011, at 1:30 p.m. U.S. Attorney Loeffler stated she would be unavailable on that date but she would send someone to sit in on her behalf.

10. Adjourn Meeting. Commissioner Masters made the motion to adjourn and U.S. Attorney Loeffler seconded. There were no objections and the meeting was adjourned at 3:35 p.m.

//Approved//
GEORGE W. HAYS, Colonel, USAF
Department of Defense Executive Council Co-Chair
ALMR Executive Council

Distribution:

ALCOM/J6, Colonel George Hays
SOA DPS, Commissioner Joseph Masters
AFEA, U.S. Attorney Karen Loeffler
AML, Chief Jeff Tucker
MOA, Mr. Kevin Spillers
SOA DOA Deputy Commissioner John Cramer
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