



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



**MEMORANDUM FOR ALMR Executive Council**

**January 9, 2013**

**FROM: DOD Executive Co-Chair**

**SUBJECT: January 17, 2013, ALMR Executive Council Meeting Agenda**

**TO: See Distribution**

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1. **Call to Order.** Assistant Special Agent in Charge Darrin Jones, Federal Non-Department of Defense (DOD) Co-Chair will call the meeting to order at 1:30 p.m. The roll will be taken. (5 min)
2. **Opening Statements and Other Announcements.** (5 min)
3. **Approval of Previous Meeting Minutes.** Review of the draft ALMR Executive Council minutes from the November 27, 2012, meeting. (5 min) (Atch 1)

**Motion: Approve November 29, 2012, Executive Council meeting minutes, as written.**

**4. Old Business. (30 Min)**

a. State of Alaska (SOA) Tower at Donnelly Dome. Enterprise Technology Services (ETS) was correcting some coordination issues on the SOA package and reconciling the differences.

A tower structural analysis was required to show the tower would support the State microwave dish and also the receipt of the Federal Communications Commission (FCC) license in order for DOD to provide approval.

b. Clear Site Funding. A decision by US Space Command was required by the end of December regarding the funding for the Clear site for SOA CY2014.

c. MOA Migration Funding Status. Mr. Smith had previously advised the council that the public hearing regarding the budget for the MOA System update funding was to occur December 18.

d. State of Alaska Legislative Audit. At the November meeting, Mr. Smith had advised the council that the Operations Management Office had been providing requested information to the Deputy Director ETS for a Legislative audit. The DOD had asked what the scope of the audit was and what they were looking at was it in terms of cost, feasibility or sustainability, but SOA did not have the information available at that time.

**5. User Council Update.** (Major Matt Leveque, Chair) (5 Min)

The User Council annual elections were held in November.

**6. Operations Management Office.** (Mr. Del Smith) (10 Min)

a. December System metrics and six-year comparison.

b. 2012 Annual Information Assurance Audit Report of Findings

c. Annual Business Case update

d. User Council Annual Assessment of System Operations and Management Performance

**7. New Business.** (15 Min)

**8. Next Meeting.** The next meeting is scheduled for February 21, 2013, 1:30 p.m. at the Department of Public Safety Training/Conference Room, 5700 E Tudor Road. (5 Min)

**9. Adjourn Meeting.** (5 Min)

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DARRIN JONES, ASAC, FBI  
Federal Non-DOD Co-Chair  
ALMR Executive Council

3 Atch

1. Draft November 2012 Meeting Minutes
2. December System Metrics and six-year comparison
3. 2012 Annual IA Audit Report of Findings

**Distribution:**

ALCOM/J60, Colonel Scott Moser  
SOA DPS, Commissioner Joseph Masters  
AFEA, ASAC Darrin Jones  
AML, Chief Jeff Tucker  
MOA, Lt Ken Spadafora  
User Council, Major Matt Leveque  
OMO, Mr. Del Smith  
SOA ETS, Director Pat Shier  
ALCOM/J64, Mr. Timothy Woodall  
SOA ETS, Mr. Jim Kohler  
SOA ETS, Mr. Adam Paulick  
MOA, Mr. Trygve Erickson  
MOA, Mr. Jason Beach



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



**MEMORANDUM FOR ALMR Executive Council**

**December xx, 2012**

**FROM: DOD Executive Co-Chair**

**SUBJECT: November 29, 2012, ALMR Executive Council Meeting Minutes**

**TO: See Distribution**

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**Executive Council Members Present:**

Colonel Scott Moser	Department of Defense (DOD) - Alaskan Command
Commissioner Joe Masters	Department of Public Safety (SOA)
Assistant Special Agent in Charge Darrin Jones	Alaska Federal Executive Association (AFEA) - Federal Bureau of Investigations
Chief Jeff Tucker	Alaska Municipal League (AML) - North Star Volunteer Fire Department (via teleconference)
Lt Ken Spadafora	Municipality of Anchorage (MOA) Office of Emergency Management

**ALMR Support Team Members and Guests Present:**

Director Pat Shier	Enterprise Technology Services
Major Matt Leveque	User Council Chairman - Alaska State Troopers
Mr. Del Smith	Operations Manager
Mr. Tim Woodall	Department of Defense QA/QC
Mr. Pete Murphy	User Council Vice Chairman - Federal Bureau of Investigations
Mr. Adam Paulick	Enterprise Technology Services
Ms. Sherry Shafer	Operations Management Office (via teleconference)
Ms. Sharon White	Enterprise Technology Services

1. **Call to Order.** Colonel Scott Moser, Department of Defense (DOD) Co-Chair called the meeting to order at 1:32 p.m.

2. **Opening Statements and Other Announcements.** There were no opening statements.

3. **Approval of Previous Meeting Minutes.** Colonel Moser asked the Executive Council if they had reviewed the September meeting minutes and if they had any requested changes. There was no discussion or comments.

**Motion: Approve September 17, 2012, Executive Council meeting minutes, as written.**

The motion was made by Assistant Special Agent in Charge (ASAC) Darrin Jones seconded by Commissioner Joe Masters. There were no objections. **The motion was carried and approved.**

4. **Old Business.**

a. Cost Share Approach and Method. Colonel Moser asked Mr. Tim Woodall to lead the discussions on the Old Business items. Mr. Woodall reminded the council, at the September meeting, this item was tabled until the November meeting to ensure the State had time to prepare their budget. He asked State of Alaska (SOA) Enterprise Technology Services (ETS) Director Pat Shier if there had been any final decision by the State.

Director Shier advised the council that the budget was currently being prepared. He stated OMB was working on a method to ensure it works for the municipalities, as well as the State.

Mr. Woodall asked the council if they would like to make a motion to accept the method developed by the Cost Share Working Group or if they wanted to hold off until the State budget was published.

Commissioner Joe Masters stated he saw nothing that would hinder the council from making the motion at this time and that the council should move forward in good faith until such time that the budget changes. Colonel Moser agreed.

**Motion: Executive Council approve the Cost Share approach and method prepared and presented by the Cost Share Working Group to be implemented for State FY14 and Federal FY13, effective beginning July 1, 2013.**

The motion was made by Commissioner Masters and seconded by ASAC Darrin Jones. There were no objections. **The motion was carried and approved.**

b. SOA Tower at Donnelly Dome. Mr. Woodall stated his office (ALCOM/J64) found out where the holdup occurred regarding this issue. Eielson AFB had requested information from SOAS, who provided it. However, Eielson did not forward that information to the proper authorities to approve. The DOD was able to obtain a copy of the SOA package. Mr. Dean Strid was correcting some coordination issues and they were currently reconciling the differences.

Mr. Woodall advised of the need for a tower structural analysis to show the tower would support the State microwave dish. Once the DOD gets the Federal Communications Commission (FCC) license and the structural analysis, they should be able to provide approval.

Colonel Moser asked who was providing the analysis and Mr. Woodall advised that the SOA would be providing it and that the DOD would accept it.

c. Clear Site Funding. Mr. Woodall reminded the council that at the October meeting Colonel Moser had briefed that the site was funded for the current year. However, the site belonged to US Space Command and they did not see the need to talk to other agencies.

Mr. Woodall briefed there were currently three alternate options being considered as to what to do with the site. The first option was a status quo approach, where the equipment remains on the AT&T structure and the Air Force continues to pay the lease. The second option would be to move the equipment on to Clear AFS proper, which would save the Air Force money by eliminated the \$6K/month lease. The final option, and the one under consideration, would be that Clear AFS foregoes the use of ALMR and uses their conventional LMR technology.

Mr. Woodall emphasized the decision would need to be made by the end of December and any remaining operations and maintenance funds would cover the 90-day notice required by AT&T and the removal of the ALMR equipment, which is slated to cost \$36K.

Mr. Del Smith stated on three different occasions the Operations Management Office (OMO) had conducted testing with the Alaska State Troopers (AST) and the Department of Transportation (DOT) while having the Clear site turned off. The coverage remained pretty good with only DOT noting some dead spots, although they had traveled further north and passed Nenana than originally planned. Mr. Smith advised the council, that despite the claims Clear AFS does not utilize ALMR, the Nenana, which is a three-channel site, showed a spite-spike in busies during the Clear-off testing. Previous reviews of system usage reflected that~~The data showed~~ Clear AFS was utilizing ALMR~~the Nenana site~~ for traffic with Eielson AFB and Fort Wainwright regularly ~~during these times.~~

Colonel Moser stated it was his intent to take a strong approach with the Clear AFS leaders to commit to continued funding.

Major Leveque asked if moving the site to Clear would save them money and Colonel Moser stated in the long term it would.

Mr. Woodall advised the council that the Clear site equipment is already funded for the 7.13 update. If Clear makes the decision to not fund the site, the equipment will be moved elsewhere; it can be used to increase capacity at three-channel sites such as Nenana or possibly transferred to the SOA and moved into the Kobe shelter, which is currently not an ALMR site.

Mr. Pete Murphy asked if Clear would still have usage of ALMR if they elected to not fund the site and it was moved elsewhere.

Colonel Moser stated they would not, but he was still working to clear up the misconception that Clear AFS does not utilize the Clear site or the ALMR System.

d. Capacity Increases for Kenai, Kasilof, and Peger Road sites. Mr. Woodall stated the original hold up on the frequency approval was the National Telecommunications ~~xxx~~ and Information Association Administration (NTIA). They had stated the Department of the Interior Spectrum Sub-committee had some concerns over a chance of interference. When Mr. Woodall investigated this further, it wasn't concerns over current interference but possible future interference.

Mr. Woodall stated they had received assignment authority on the DOD side; NTIA had coordinated with the FCC and the NTIA had given the DOD the licenses.

Mr. Adam Paulick, ETS, advised the council that based on the NTIA approval, the State felt comfortable with ordering the equipment although they had not received the FCC licenses yet. He stated he had requested the ALMR System Manager's assistance with obtaining the information to order the combiners.

Mr. Woodall advised the council he felt this issue could be closed out at this point. There were no objections from the council members.

## **5. User Council Update.**

a. Major Matt Leveque advised the council that the annual elections for the Chair and Vice Chair positions were currently in progress and voting ended on November 30. He stated those elected would be announced at the December User Council meeting and take office in January 2013.

b. Major Leveque briefed the council members that the SOA-All Others position had been vacant for some time. Mr. Jordan Halden, who was the alternate had been appointed to move to the primary position. He also advised the council that Ms. Tammy Goggia, who runs the Soldotna AST Dispatch Center had been appointed as an alternate for the Municipalities-Central. Major Leveque presented a proposed motion

and requested the Executive Council approve the two appointments, per the Cooperative Agreement.

**Motion: Accept the appointment of Mr. Jordan Halden as the primary State of Alaska - All Others representative and Ms. Tammy Goggia as the alternate Municipalities - Central representative to the ALMR User Council.**

The motion was made by ASAC Jones and seconded by Commissioner Masters. There were no objections. **The motion was carried and approved.**

## **6. Operations Management Office.**

a. October System Metrics. Mr. Smith presented the October System metrics to the council, pointing out that there were once again over a million voice calls and subsequently the busies were up, as well.

Colonel Moser asked if those could be attributed to the Kenai sites or local traffic or a mix.

Mr. Smith advised that the busies were a mix of both the Kenai Peninsula sites and exercises that had been conducted at both Eielson AFB and Elmendorf AFB during the month, which added significantly to the calls and the call busies.

b. 168th Air Guard Wing, Eielson AFB. Mr. Smith updated the council on the status of the membership agreement for the 168th Air Guard Wing. He advised that the commander had stated the agreement had to go to the Guard Bureau to get approval. Mr. Smith stated he was unsure why this was because the 176th Wing (formerly at Kulis) had been on the System for years and they approved their membership agreement locally.

## **7. New Business.**

a. State of Alaska Legislative Audit. Mr. Smith advised the council that the Operations Management Office was currently assisting Ms. Carrie Strickland, Deputy Director ETS, by providing requested information for a Legislative audit.

Mr. Woodall asked what the scope of the audit was and what they were looking at; was it in terms of cost, feasibility or sustainability.

Director Pat Shier stated any answer he could provide would be speculative. He stated there might have been some remaining skepticism among some legislators after the extensive educational campaign by Mr. Leon Morgan, Division of Homeland Security and Emergency Management, and Commission Masters regarding ALMR. Director Shier advised this is always a recurring theme with the Legislature and his best guess it

the scope is deep and wide because they may not know what they are looking for or at in terms of the System.

Commissioner Masters stated that despite the residual affect this continued skepticism has, ALMR is the backbone for both the Department of Public Safety (DPS) and the Department of Transportation (DOT).

Mr. Smith stated from what he'd seen the focus at this point was primarily on how the System gets booked as an asset. Because it's a System, if any part is missing it's no longer viable.

Director Shier stated he had offered the auditors a helicopter ride to any of the sites to give them a better understanding but at this time there were no takers. He also advised the council that in a conversation he had with Verizon regarding future systems, Verizon had stated LMR would still be around until at least 2025.

b. Mr. Woodall gave a brief synopsis of the current status of the 7.13 migration. He advised the council that a Critical Design Review had been held and that the project managers from the DOD, SOA, and the Municipality of Anchorage (MOA) all had some actions items from Motorola® to address. Each entity was addressing their individual concerns.

Mr. Woodall stated that SOA had requested Ethernet capability between the Zones and ~~that~~ there were funding issues each entity had to address to complete this action. The State had their funding in hand. For the DOD, Eielson had approved the funding but both Elmendorf and US Army-Alaska (USARAK) were waiting on funds.

Mr. Woodall briefed the council that a communications plan would be issued and a task analysis of both the System and operations would be done; high risk tasks would be documented and mitigation actions would be identified to the greatest extent possible.

Mr. Woodall stated that Motorola® is assuring that they can do this migration, but that there is the possibility of catastrophic failures along the way. Therefore, there will be back up plans ready to implement should a failure occur. Mr. Woodall stated there will be GO/NO GO decision points and that the project managers will work with the operational users during the process.

Colonel Moser asked if the User Council would make the decision whether or not to proceed at the decision points.

Mr. Woodall advised that the project team, made up of communications and technical leads, would help with the decision, as well.

Colonel Moser asked if there were other issues involved such as increased costs due to timeline slips.

Mr. Woodall assured the council that Motorola® had given their assurance that any actions to be taken will occur at no additional cost since this is the first time they have done this direct migration, rather than doing it in stepped increases.

Major Leveque assured the council that they would be consulted and provided periodic updates. He stated the User Council would bring anything to the Executive Council that could have a potential huge operational impact before going forward with the migration.

c. **MOA Migration Funding Status.** Mr. Smith advised the council that the funding was in the MOA Budget introduced at the December 4 Assembly meeting. He stated the public hearing was on December 18 and he was assured the issue would be on the agenda for that night. Mr. Smith stated he had no indication of any concerns on the part of the Assembly that the funding would not be approved.

d. **New Member Agency.** ASAC Jones asked if this was an appropriate opportunity to mention the newest member of ALMR.

Mr. Smith stated that the Department of Homeland Security Immigrations and Customs Enforcement-Homeland Security Investigations (HSI) had just completed their membership agreement and were now approved to operate on ALMR.

**8. Next Meeting.** The next meeting is scheduled for December 20, 2012, 1:30 p.m. at the Department of Public Safety Training/Conference Room, 5700 E Tudor Road. Commissioner Masters advised the group that he would be out of state.

The Operations Management Office stated they would poll the council in a couple weeks to see what their availability was over the holidays.

**9. Adjourn Meeting.** Colonel Moser asked if there were any other items for discussion. Hearing none, he made a motion to adjourn.

**Motion: Adjourn the November monthly Executive Council meeting.**

The motion was made by ASAC Jones and seconded by Commissioner Masters. There were no objections. **The motion was carried and approved.**

The meeting adjourned at 2:31 p.m.

SCOTT E. MOSER, Colonel, ALCOM/J6  
Department of Defense Alaska Co-Chair  
ALMR Executive Council

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d. State of Alaska Legislative Audit. At the November meeting, Mr. Smith had advised the council that the Operations Management Office had been providing requested information to the Deputy Director ETS for a Legislative audit. The DOD had asked what the scope of the audit was and what they were looking at was it in terms of cost, feasibility or sustainability, but SOA did not have the information available at that time.

**5. User Council Update.** (Major Matt Leveque, Chair) (5 Min)

The User Council annual elections were held in November.

**6. Operations Management Office.** (Mr. Del Smith) (10 Min)

- a. December System metrics and six-year comparison.
- b. 2012 Annual Information Assurance Audit Report of Findings
- c. Annual Business Case update

d. User Council Annual Assessment of System Operations and Management Performance

**7. New Business.** (15 Min)

**8. Next Meeting.** The next meeting is scheduled for February 21, 2013, 1:30 p.m. at the Department of Public Safety Training/Conference Room, 5700 E Tudor Road. (5 Min)

**9. Adjourn Meeting.** (5 Min)

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DARRIN JONES, ASAC, FBI  
Federal Non-DOD Co-Chair  
ALMR Executive Council

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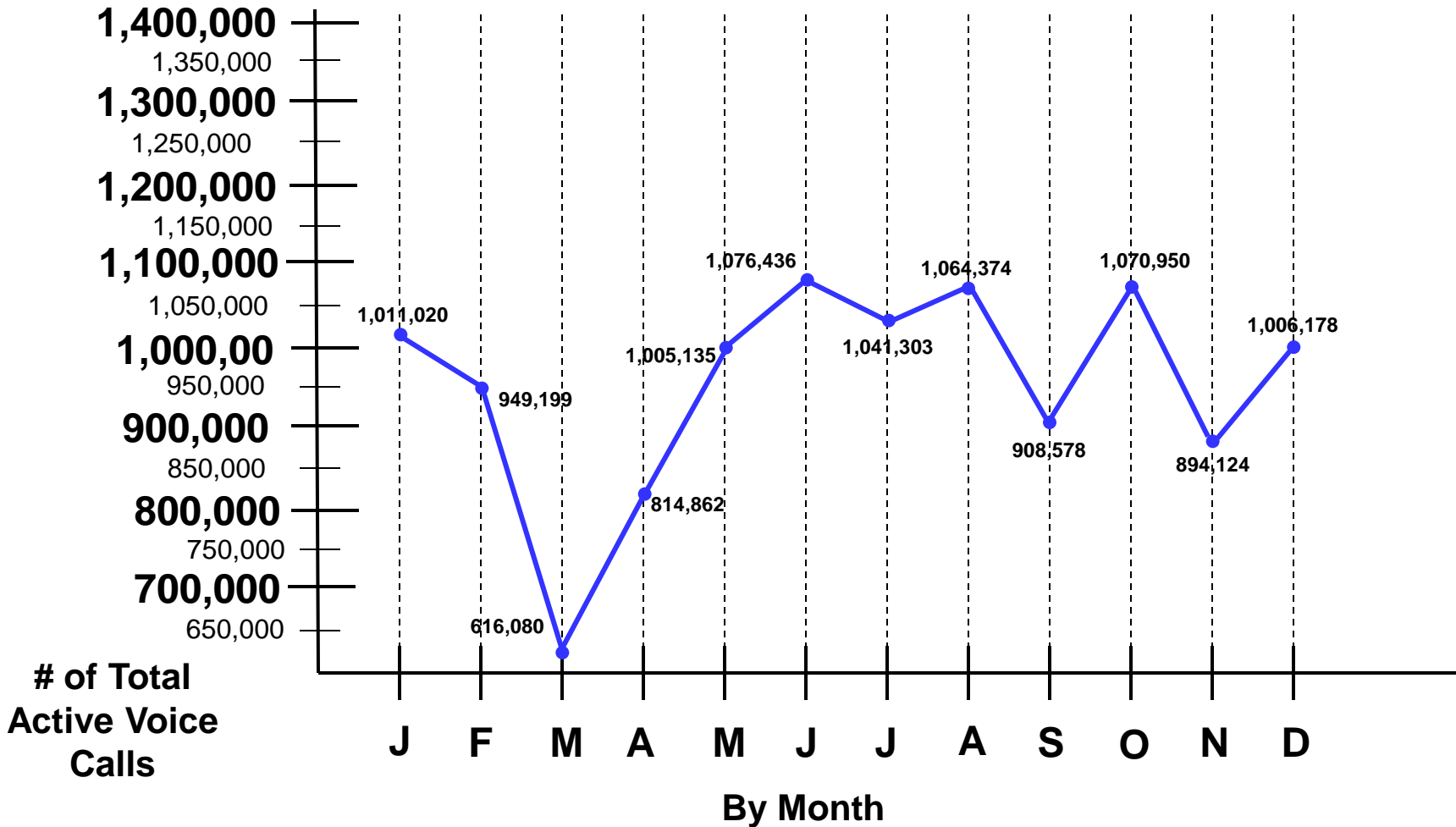
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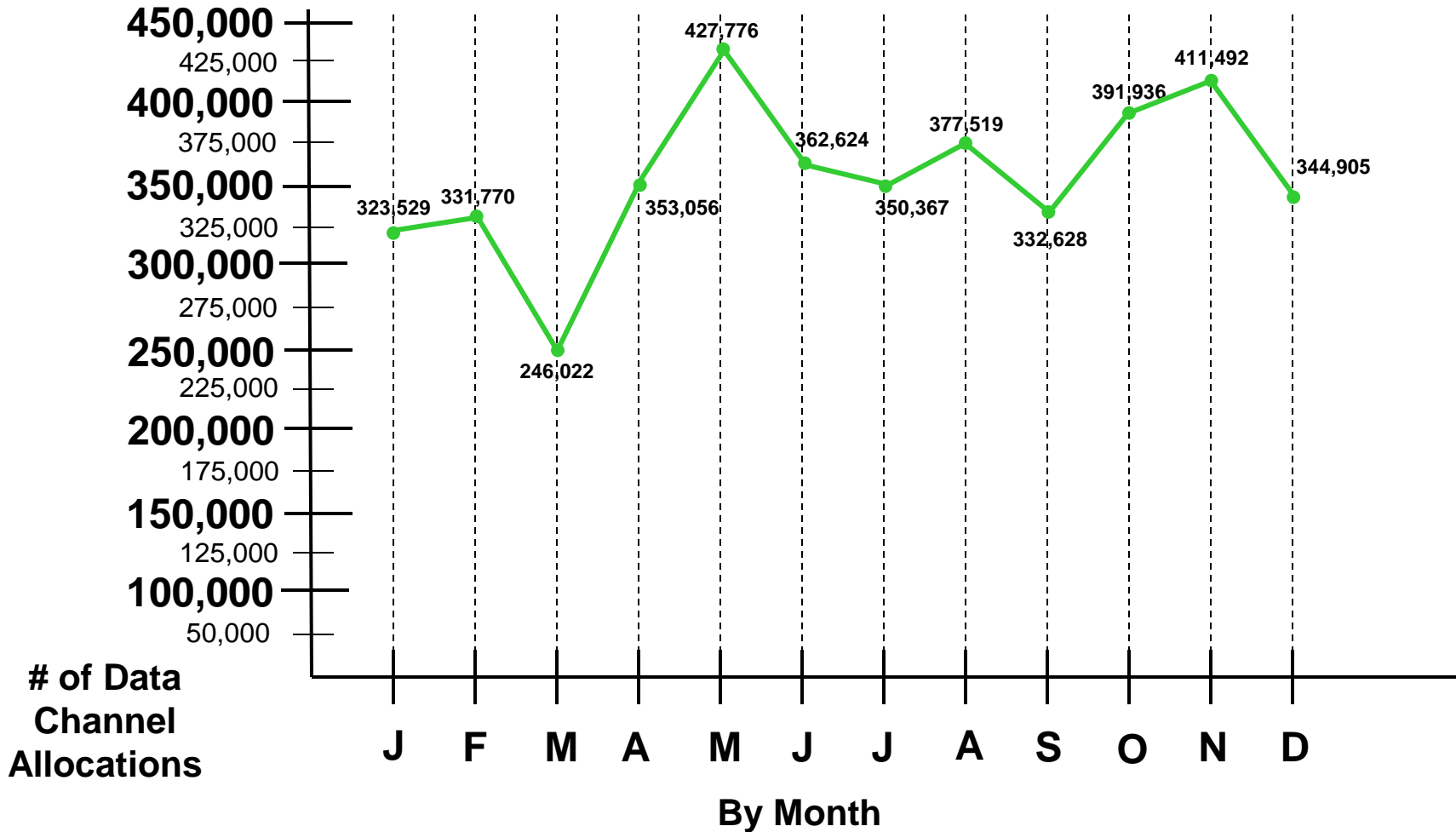
# 2012 System Performance

## Active Voice Calls



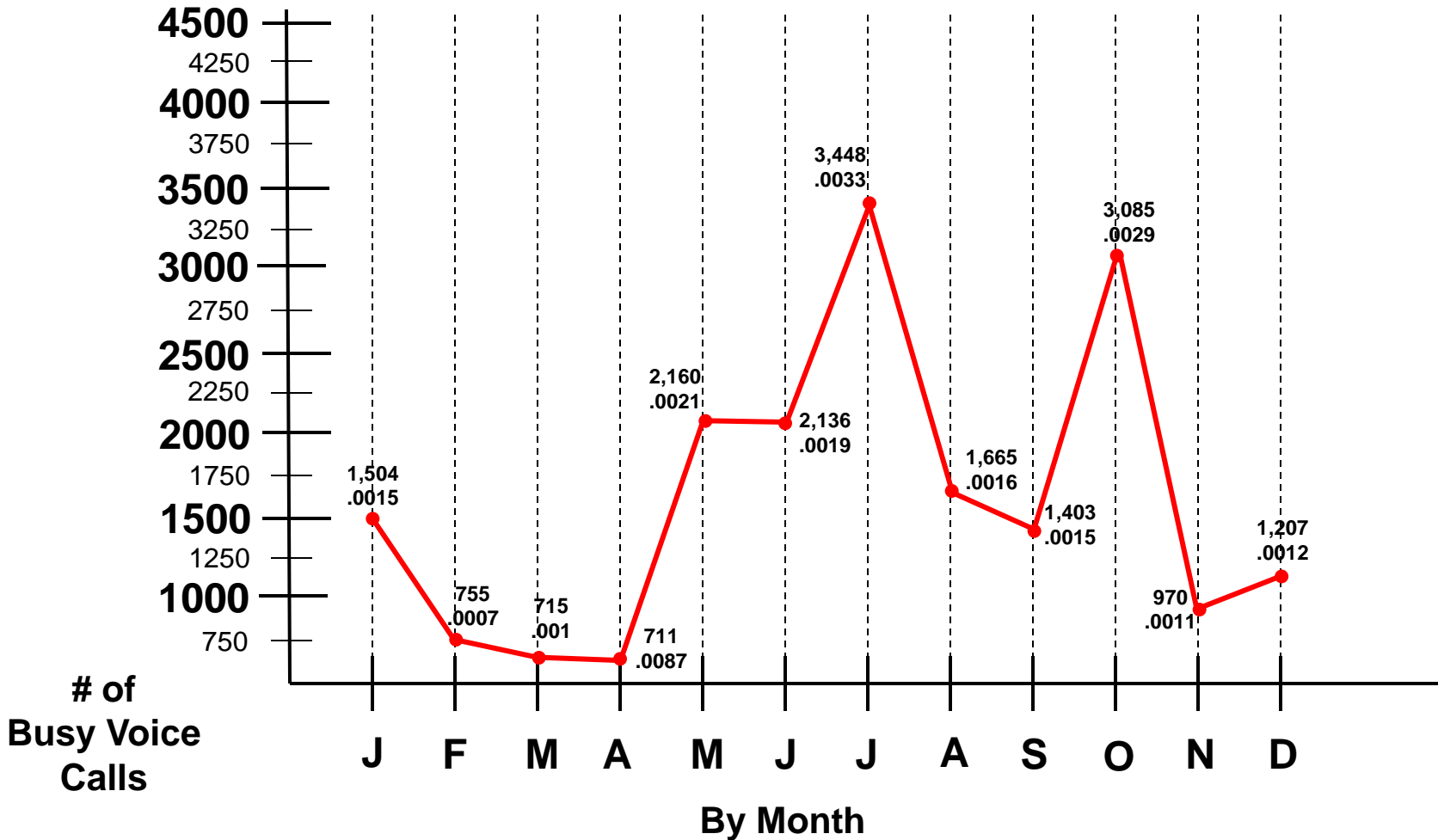
Note: The System Statistical Server failed to collect data after March 21; monthly count is not accurate.

# 2012 System Performance Data Channel Allocations



Note: The System Statistical Server failed to collect data after March 21; monthly count is not accurate.

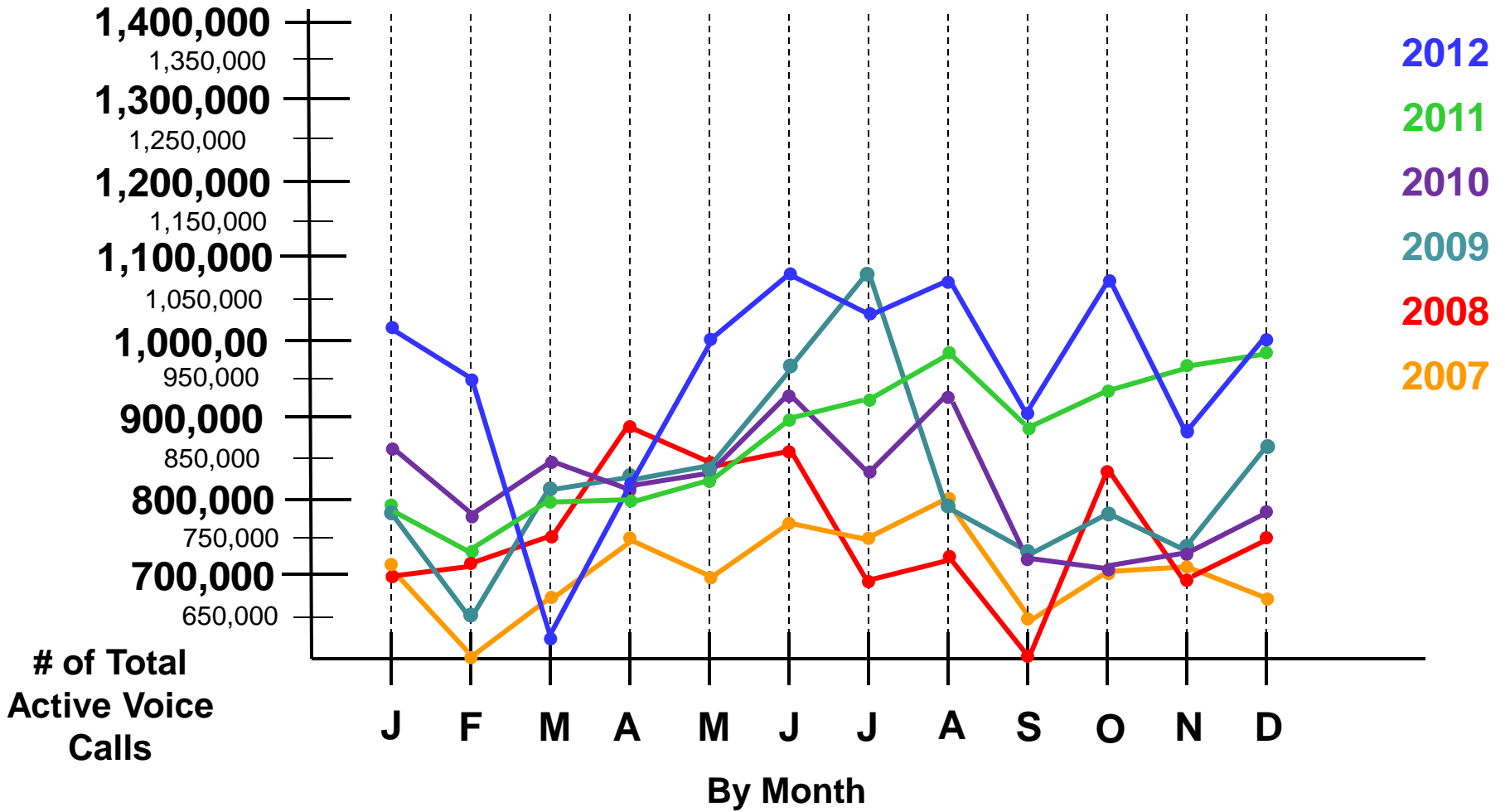
# 2012 System Performance Busy Voice Calls



Note: The System Statistical Server failed to collect data after March 21; monthly count is not accurate.

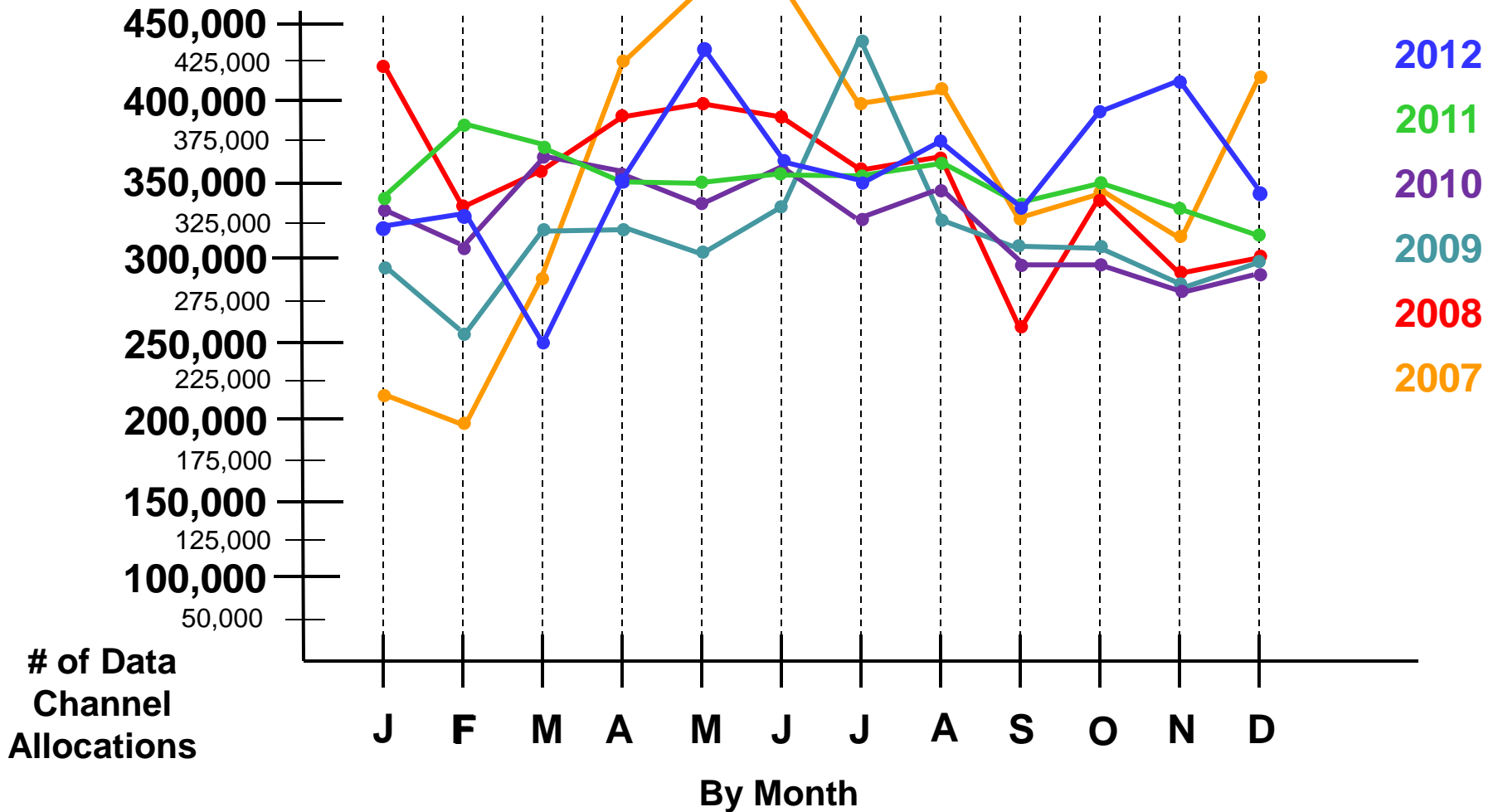
# 2007-2012 System Performance

## Active Voice Calls



Note: The System Statistical Server failed to collect data after March 21, 2012; monthly count is not accurate.

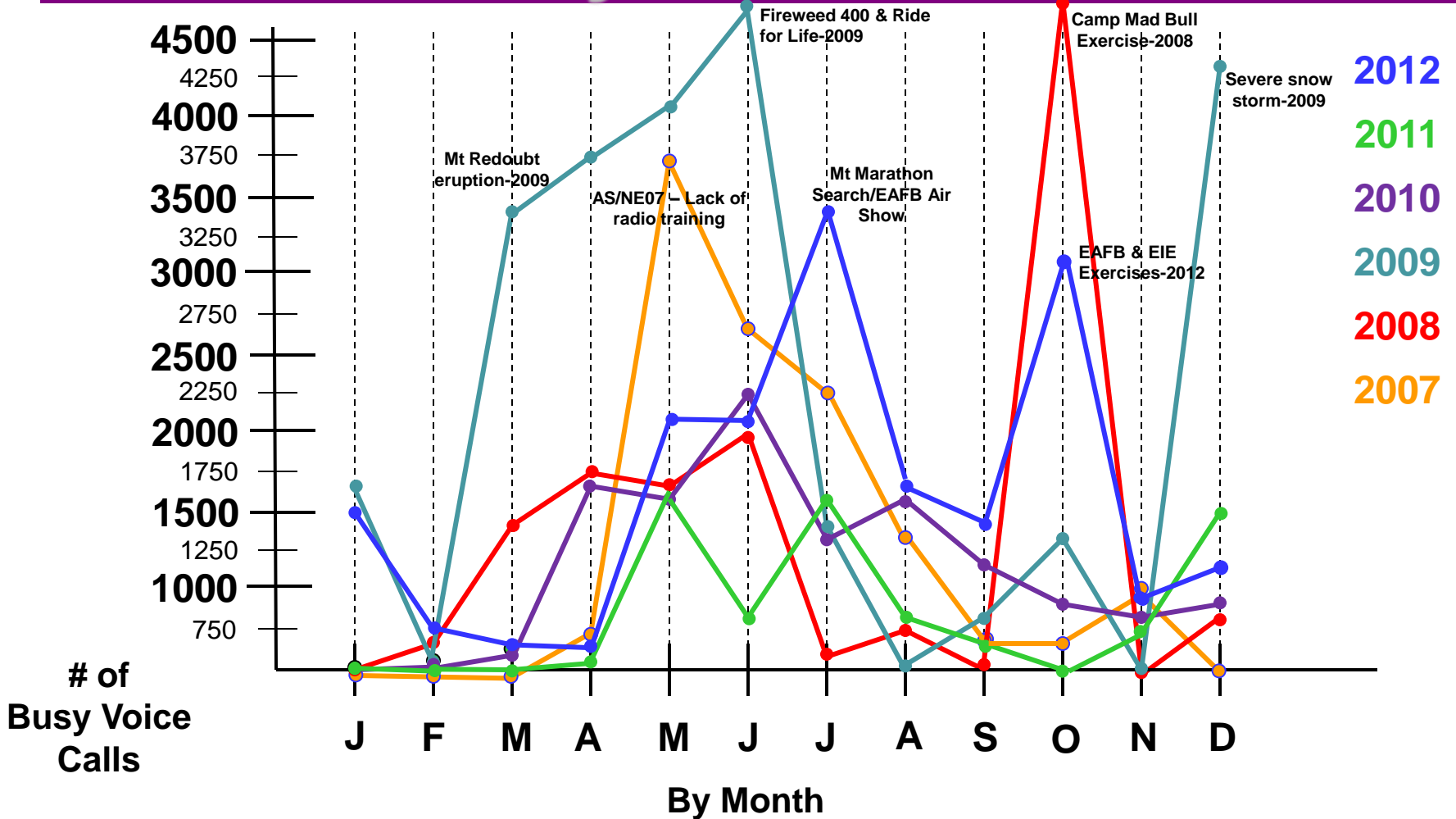
# 2007-2012 System Performance Data Channel Allocations



Note: The System Statistical Server failed to collect data after March 21, 2012; monthly count is not accurate.

# 2007-2012 System Performance

## Busy Voice Calls



Note: The System Statistical Server failed to collect data after March 21, 2012; monthly count is not accurate.



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# **Alaska Land Mobile Radio Communications System**

## **Operations Management Office 2012 Annual Information Assurance Audit Report of Findings**

January 2, 2013

The Alaska Land Mobile Radio (ALMR) Communications System Operations Management Office (OMO) is tasked with day-to-day oversight of the operational System. As part of their responsibilities they randomly audit the administration and controls of certain tasks required under the Information Assurance Program. There are three areas of audit/inspection the OMO oversees:

- Physical Security – managed by State of Alaska (SOA) Enterprise Technology Services (ETS)
- System Management Data Backup Storage – managed by the System Management Office (SMO) and the ALMR Security Manager
- System Log In Report – managed by the ALMR Security Manager

## 1.0 Physical Security

Physical security areas encompass the OMO, SMO, zone controller space, and the routes to access any of these areas.

Physical security audits consist of unannounced penetration attempts by any visitor to bypass existing security policy/measures and gain access to a location with an opportunity to potentially cause harm to persons or property within the below described areas. The audit complies with established ALMR Facility Security Penetration Policy 200-2. The OMO will conduct unannounced security penetration auditing at a minimum of once each calendar year at the SOA ETS facility located at 5900 E. Tudor Road, Anchorage, Alaska. Penetration attempts will focus on the ALMR OMO, SMO, and the Zone Controller areas of the facility, and the access routes to them.

- **Date of Audit:** February 24  
**Procedures:** Operations Management Office (OMO) Technical Advisor Richard G. Leber walked the perimeter of the ETS facility and tested all entry points seeking to enter the facility unannounced.  
**Observations:** The garage bay man door was shut but not locked. When opened there was no one in the garage bay, making unannounced entry into the facility easy.  
**Follow-up Actions:** Another random perimeter check will be performed within the next few weeks to see if the door has been secured.
- **Date of Follow-up Audit:** March 15  
**Procedures:** Operations Management Office (OMO) Technical Advisor Richard G. Leber walked the perimeter of the ETS facility and tested all entry points seeking to enter the facility unannounced.

**Observations:** As a follow-up to the 24 February 2012 random perimeter check and report, a second walk around of the facility was performed and all entrances were found to be shut and secured.

**Follow-up Actions:** None

- **Date of Audit:** October 18

**Procedures:** Operations Management Office (OMO) Technical Advisor Richard G. Leber walked the perimeter of the ETS facility and tested all entry points seeking entry into the facility unannounced.

**Observations:** All entrances were found to be shut and secured.

**Follow-up Actions:** None

## **2.0 System Management Data Backup Storage**

Backups enable the rapid recovery of the ALMR System in the event of a disaster, either man-made or natural. Established controls and procedures minimize the impact to System users and ensure an expeditious return to operations. Backup tapes must be stored and protected in a manner which minimizes the risk of loss, damage, or destruction.

**Policy:** All backup media will be clearly labeled to ensure the media content can be quickly recognized. Back-up copies (or the original media) of the operating system and other critical software shall be stored in a fire-rated container and not located on site with the operational software. This material will be stored within a secure area that is restricted to authorized individuals only. Additionally, all backup media created from daily/weekly backup procedures will be stored in an offsite location.

All backup media for the South Zone Controller is stored at Department of Public Safety (DPS), 5700 E. Tudor Road, in Anchorage and for the North Zone Controller at the Fairbanks Police Department, 911 E. Cushman Street, in Fairbanks.

The OMO conducts unannounced, random monthly audits of the tape storage facility. Due to travel funding issues, audits of the North Zone Controller backup storage are only conducted when OMO staff is in the Fairbanks area for other activities.

Results of the monthly audits are as follows:

- **Date of Audit:** January 6

**Location:** 5700 E. Tudor Road

**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.

**NOTE:** For the second month in a row, the System Software Book is missing. It was being updated by the Motorola™ System Technologist last month.

**Corrective Action:** The Asset Manager advised that she is in possession of the book and that she needs to copy a couple of the CDs before returning it to the offsite storage container, shortly.

- **Date of Audit:** February 3  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure. The safe was in an acceptable place and door to the conference room was secured.  
**Corrective Action:** None
  
- **Date of Audit:** March 8  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure. The safe was in an acceptable place and door to the conference room was secured.  
**Corrective Action:** None
  
- **Date of Audit:** April 10  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.  
**Corrective Action:** None
  
- **Date of Audit:** May 11  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.  
**Corrective Action:** None
  
- **Date of Audit:** June 7  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.  
**Corrective Action:** None

- **Date of Audit:** June 22  
**Location:** 911 E. Cushman Street, Fairbanks  
**Findings:** Arrangements were made in advance for access to the Fairbanks Police Department dispatch area where the filing cabinet is located. The cabinet was in an acceptable location and locked.  
**Corrective Action:** None
  
- **Date of Audit:** July 3  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.  
**Corrective Action:** None
  
- **Date of Audit:** July 20  
**Location:** 911 E. Cushman Street, Fairbanks  
**Findings:** Arrangements were made in advance for access to the Fairbanks Police Department dispatch area where the filing cabinet is located. The cabinet was in an acceptable location and locked.  
**Corrective Action:** None
  
- **Date of Audit:** August 7  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.  
**Corrective Action:** None
  
- **Date of Audit:** September 10  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.  
**Corrective Action:** None
  
- **Date of Audit:** October 17  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.  
**Corrective Action:** None

- **Date of Audit:** November 8  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.  
**Corrective Action:** None
- **Date of Audit:** December 11  
**Location:** 5700 E. Tudor Road  
**Findings:** No issues were raised with access to the building; access card worked and both the Alaska State Troopers (AST) exterior door and the tape storage room door were secure and the safe was in an accessible place.  
**Corrective Action:** None

### **3.0 System Log In Report**

To ensure the System Management Office observes and reports on the established control for the Department of Defense Information Assurance Certification and Accreditation Process (DIACAP) Authority to Operate, the OMO performs unannounced, random monthly audit inspections of the System Log In Report though out the calendar year.

Each user is permitted to attempt to log in three times prior to being locked out of the System. System user passwords are changed, at a minimum, every 90 days.

- **Dates of Audit:** 8 - 14 January  
**Findings:** There were no instances of three failed login attempts during the period.  
**Corrective Action:** None
- **Dates of Audit:** 5 - 11 February  
**Findings:** There were no instances of three failed login attempts during the period.  
**Corrective Action:** None
- **Dates of Audit:** 2 - 8 March, 2012  
**Findings:** There were an estimated 10,000 instances of three failed login attempts during the period all from one user.
  - 2 - 8 March/MATCOM, User did not have an individual account yet tried to logon as though she did.**Corrective Action:**
  - The Security Manager talked to the individual's supervisor.
- **Dates of Audit:** April 2-8

**Findings:** There were no instances of three failed login attempts during the period.

**Corrective Action:** None

- **Dates of Audit:** 6 – 12 May

**Findings:** There were no instances of three failed login attempts during the period.

**Corrective Action:** None

- **Date of Audit:** 10 – 16 June

**Findings:** There were no instances of three failed login attempts during the period.

**Corrective Action:** None

- **Date of Audit:** 15 – 21 July

**Findings:** There were five instances of three failed login attempts during the period.

- 19 July/ SOA DHS&EM, Log on failures were occurring one per second on terminal 10.1.14.1.
- 16 July/DOD Eielson CP, Errors occurred ten times every two hours.
- 16 July/DOD Eielson RF, DOD Eielson CP and USARAK FWA, Errors occurred ten times every two hours on terminal 10.2.5.1.

**Corrective Actions:**

- Asked individual to log off all terminals and log back in. This corrected the log file. User changed password and didn't log out of secondary terminal. Reminded user to log off all terminals when changing password and to log out after task completion.
- Individual account was deleted and added to group access. Individual didn't log out of terminal 10.2.9.1. Requested individual log out and restart terminal. Corrected log on errors. Reminded user to log off all terminals.
- Requested three affected individuals log out and restart terminal. Corrected log on errors. No user fault.

**Date of Audit:** 5 - 11 August

**Findings:** There were three instances of three or more failed login attempts during the period.

- 6 – 7 August/SOA DOF, Log on failures occurring one per second on 10.2.20.3.
- 1 - 6 August/SOA DOF, same occurrence as above.
- 7 - 9 August/SOA DOC, same occurrence as above.

**Corrective Action:**

- Individual asked to log off all terminals and log back in. The system asked to reset password. This corrected the log file errors for her terminal. Background: User needed to change password. Reminded him to have all users log off all terminals daily. This will ensure password change prompts are noticed and it is the correct security protocol. Leaving a terminal logged on long term creates this type of event and also reduces security.

- Same corrective actions taken.
- Same corrective actions taken.

- **Date of Audit:** 2 - 8 September

- **Findings:** There were two instances of three or more, failed login attempts during the period.

- 1 - 4 September/SOA DOC GCCC, Log on failures occurring one per second on 10.1.6.2.
- 1 - 4 September/SOA DOC GCCC, Motorola opened a ticket on security violations for DOC GCCC Ops 4 console with "Admin" account failing logon attempts.

**Corrective Action:**

- Contacted individual directly and asked him to log off all terminals. Password account locked. Member forgot password and requested verification of UserID and Password. ALMR provided UserID as setup and reset password. This cleared all errors for this terminal.
- After research with the facility it was found that a State of Alaska hired contractor tasked to set up and repair the GCCC consoles and was attempting to log in with the admin account. Assisted by creating a temporary account to facilitate the repair of the console for the contractor with a set deletion of the account once the console has been repaired. Account was deleted immediately after repairs were made.

**Date of Audit:** 7 - 13 October

**Findings:** There was one instance of three or more, failed login attempts during the period.

- 13 October/SOA DPS, At 23:43:54 Op 4 (10.2.17.4) logged user log in access violations for Fairbanks DPS with five attempts being made. Last attempt was 10-14-12 at 00:56:08. A second terminal, Op 2 (10.2.17.2) reported user login access violations for the same account three times on 10-13-12 at 23:30:12. Last attempt was 10-13-12 at 23:31:46.

**Corrective Action:**

- Expired password determined as issue. Worked with the dispatch supervisor to reset password and had all Op positions log out of and then back on with new password.

- **Date of Audit:** 4 - 10 November

- **Findings:** There was one instance of three or more, failed login attempts during the period.

- Password expired.

**Corrective Action:**

- Worked with the Eielson FD dispatch supervisor to reset password and had all Op positions logged out of and then back on with new password
  
- **Date of Audit:** 2 - 8 December  
**Findings:** There were no instances of three or more failed login attempts during the period.  
**Corrective action:** None

## **4.0 Conclusion**

Based on the findings in each of the three audit areas and corrective actions taken, the OMO determines that ETS, the SMO, and the Security Manager are following the established methods/ measures of DIACAP administration and control for certain tasks required under the Information Assurance Program with the exception of those areas noted. All discrepancies were addressed with the System Manager, Security Manager and/or involved staff members. The OMO determinations apply to calendar year 2012 only.