



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



MEMORANDUM FOR ALMR Executive Council

February 21, 2013

FROM: Federal Non-DOD Executive Co-Chair

SUBJECT: January 17, 2013, ALMR Executive Council Meeting Minutes

TO: See Distribution

Executive Council Members Present:

Assistant Special Agent in Charge Darrin Jones	Alaska Federal Executive Association (AFEA) - Federal Bureau of Investigations
Lt Ken Spadafora	Municipality of Anchorage (MOA) Office of Emergency Management

ALMR Support Team Members and Guests Present:

Major Matt Leveque	User Council Chairman - Alaska State Troopers
Mr. Del Smith	Operations Manager
Mr. Jim Kohler	ETS Telecommunications Special Projects Administrator
Mr. Trygve Erickson	Municipality of Anchorage (via teleconference)
Mr. Pete Murphy	User Council Vice Chairman - Federal Bureau of Investigations
Mr. Max McGrath	Enterprise Technology Services
Ms. Sherry Shafer	Operations Management Office (via teleconference)
Ms. Sharon White	Enterprise Technology Services

1. Call to Order. Assistant Special Agent in Charge (ASAC) Darrin Jones, Alaska Federal Executive Association (AFEA) - Federal Bureau of Investigation Co-Chair called the meeting to order at 1:32 p.m.

2. Opening Statements and Other Announcements. Major Matt Leveque advised he was authorized to vote as the proxy for Commissioner Joe Masters, State of Alaska Co-Chair, on any motions.

3. Approval of Previous Meeting Minutes. ASAC Jones asked the Executive Council if they had reviewed the November meeting minutes and if they had any requested changes. There was no discussion or comments.

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

The motion was made by Major Leveque, proxy for Commissioner Masters, and seconded by ASAC Jones. There were no objections. **The motion was carried and approved.**

4. Old Business.

a. SOA Tower at Donnelly Dome. There was no DOD representative present; therefore, Mr. Del Smith stated Mr. Tim Woodall was to get back to the State regarding the permit no later than January 15. Mr. Smith stated he was advised by Enterprise Technology Services (ETS) it would be probably one to two months until they would be able to address the issue once the permit was approved due to the difficulty in reaching the site because of winter weather conditions.

b. Clear Site Funding. Mr. Smith advised the Executive Council that Mr. Woodall recently stated the DOD had found some funds and the Clear site was funded through June 30. Additionally, Mr. Smith briefed that Mr. Woodall had explained that the DOD was advised AT&T only required a 30-day removal notices versus a 90-day notice.

Mr. Smith state once the site was shut down, the equipment could be removed and utilized elsewhere.

ASAC Jones confirmed that he had recently traded emails with Colonel Moser and this was what he was told, as well.

c. MOA Migration Funding Status. Mr. Trygve Erickson advised the council that the funding was in place and a contract had been let to Motorola, which included the Ethernet connection.

d. State of Alaska Legislative Audit. Mr. Smith advised the council that the report was turned into the Legislature on December 27, 2012, according to Ms. Carrie Strickland, Deputy Director ETS, and it was well received. Mr. Smith stated he was advised to stand by in case there were further questions.

5. User Council Update.

Mr. Pete Murphy advised the council that the annual elections for the Chair and Vice Chair positions were held in late November 2012. Mr. Murphy stated Major Leveque was re-elected as the Chair and that he was re-elected as the Vice Chair.

6. Operations Management Office.

a. System Metrics. Mr. Smith presented the December System metrics, as well as a six-year comparison, to the council.

He pointed out that many of the busies were still attributed to the Kenai and Kasilof sites and he had requested Mr. Jim Kohler check into the status of the equipment order after the meeting.

b. 2012 Annual Information Assurance Audit Report of Findings. Mr. Smith advised the council the report was a compilation of all the audits performed by the Operations Management Office (OMO) in their QA/QC role. He stated the report showed the dates, findings and corrective actions and was provided for the council's information only.

c. Annual Business Case update. Mr. Smith briefed the council that the Business Case was currently with the User Council for vote at their February meeting. It would then be presented to the Executive Council.

ASAC Jones asked if the Business Case outlined the future costs for the agencies.

Mr. Jim Kohler briefed that the purpose of the Business Case is to answer questions regarding what if there was no ALMR and why it is of value. He advised it did not get down to the agency level but was more an overall picture of its validity.

d. User Council Annual Assessment of System Operations and Management Performance. Mr. Smith advised the Executive Council the User Council would present this to them in February. He explained it was a report on how the User Council thought the Operations and System Management Offices were doing and on-going progress with System issues.

7. New Business.

a. ASAC Jones asked if there was a current formula for cost from the State yet.

Mr. Kohler stated there was one in place in the Governor's Budget, which included a revenue stream and a combined receipt authority of \$2M. Mr. Kohler stated he had a spreadsheet developed but chose not to provide it prior to the budget approval because he felt that the municipalities would not understand the language regarding the funding stream and he would end up doing a lot of fire fighting.

Mr. Kohler briefed that under the current proposal every user will be assessed a share of the cost based on the formula derived from System usage. He stated there is currently a line item in the budget that covers up to \$500K in receipt authority on behalf of the municipalities. Mr. Kohler explained the spreadsheet will show agency cost shares individually, but the actual payment will not come out of their pockets. He stated he would not know until April if the budget is approved, as such.

Mr. Kohler explained the DOD portion would be 12 percent of the shared costs, as infrastructure owners. He advised State agencies and Federal Non-DOD agencies would all be assessed their cost share base on System usages, the same as the municipalities. Mr. Kohler stated he would forward the spreadsheet after the meeting so the council members could see how it broke out for each agency and he would work with the OMO to get the information out to the System users as soon as the April budget was passed.

b. Mr. Kohler advised the council the Bethel LMR project was moving along. He briefed the Governor would submit an amended budget to the Legislature and optimistically it would include a line item for expansion into Bethel. He advised the design report should be available from Motorola® next month. Mr. Kohler stated that based on the initial design and cost, the site would be co-located at Bethel Public Safety. He briefed this design would offer a fully-trunked system in five of the villages where troopers live and work in the Yukon-Kuskokwim Delta, plus a number of conventional bases in some of the smaller areas.

Mr. Kohler stated that ETS would be going back to the Legislature again next year to add more villages. He advised this would be the template for the next several years to continue to continue to build out the System and eventually expand into the Northwest, as well.

c. Mr. Del Smith advised the council he had received a call from St Paul Island regarding the current software 7.13 update, so he provided them the point of contact at Motorola®.

Mr. Smith briefed St Paul was originally part of the Concept Demonstration and reach back to ALMR had been provided via satellite at that time. Mr. Smith advised the site equipment had been transferred to St Paul Public Safety and they had no reach back capability now. He explained that St Paul was looking at ways to re-establish reach back to the ALMR System.

Mr. Kohler suggested St Paul look at the Health Connect Fund, and could start applying in August. He explained the fund encourages healthcare industries and health networks needing bandwidth to enlist non-eligible users to assist in the purchase of bandwidth for use within the healthcare arena.

d. Mr. Kohler briefed the council members that ETS Director Pat Shier would be departing; he had accepted a position as the CIO at the University of Alaska-Anchorage. Mr Kohler advised there was no word on a replacement at this time.


8. Next Meeting. ASAC Jones briefed 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.

9. Adjourn Meeting. ASAC Jones asked if there were any other items for discussion. Hearing none, he sought a motion to adjourn.

Motion: Adjourn the January monthly Executive Council meeting.

The motion was made by Major Leveque, proxy for Commissioner Masters, and seconded by ASAC Jones. There were no objections. **The motion was carried and approved.**

The meeting adjourned at 2:16 p.m.



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

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, Mr. Adam Paulick
ALCOM/J64, Mr. Timothy Woodall
SOA ETS, Mr. Jim Kohler
MOA, Mr. Trygve Erickson