



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



**MEMORANDUM FOR ALMR Executive Council**

**March 21, 2013**

**FROM: DOD Executive Co-Chair**

**SUBJECT: February 21, 2013, 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
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:**

Major Matt Leveque	User Council Chairman - Alaska State Troopers (via teleconference)
Mr. Pete Murphy	User Council Vice Chairman - Federal Bureau of Investigation
Mr. Del Smith	Operations Manager, ALMR
Mr. Adam Paulick	Acting Director, Enterprise Technology Services (ETS)
Mr. Jim Kohler	ETS Telecommunications Special Projects Administrator
Mr. Tim Woodall	Department of Defense QA/QC
Mr. Trygve Erickson	Municipality of Anchorage (via teleconference)
Ms. Sherry Shafer	Operations Management Office (via

Ms. Sharon White

teleconference)  
Enterprise Technology Services

1. **Call to Order.** Colonel Scott Moser, Department of Defense (DOD) Co-Chair, called the meeting to order at 1:30 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.** Colonel Moser asked the Executive Council if they had reviewed the January meeting minutes and if they had any requested changes. Assistant Special Agent in Charge (ASAC) Darrin Jones requested the paragraph 9 be changed from "he made a motion to adjourn" to "he sought a motion to adjourn." Hearing no other changes, Colonel Moser requested a motion be made.

**Motion: Approve January 17, 2013, Executive Council meeting minutes, as written.**

The motion was made by ASAC Jones to accept the minutes with the proposed change and seconded by Major Leveque, proxy for Commissioner Masters. There were no objections. **The motion was carried and approved.**

4. **Old Business.**

a. State of Alaska (SOA) Tower at Donnelly Dome. Colonel Moser asked Mr. Tim Woodall to cover this item. Mr. Woodall stated everything had been completed that was required. He expected this to be finalized by the end of the month with no issues.

Major Matt Leveque asked if they were moving the Alaska Land Mobile Radio (ALMR) equipment back where it was previously.

Mr. Del Smith stated that this was for SOA microwave equipment only and did not involve ALMR equipment.

Major Leveque stated he had been in the Delta Junction area the previous week and there were still a lot of questions regarding the poor/spotty coverage. He briefed there had been a "shadowing" issue for quite some time and asked if ALMR was done addressing it.

Mr. Smith advised that several tests had been conducted and there was little ALMR could do at this point.

Major Leveque responded that he understood the situation is what it is until the equipment could be moved back where it should be.

b. Clear Site Funding. Colonel Moser advised the council members that the United States Space Command (USSPACECOM), who owns Clear Air Station, had made the final decision not to fund the Clear ALMR site.

Mr. Woodall briefed that notice had been given to AT&T that the equipment will be removed in May. He stated the ALMR equipment was scheduled as part of the 7.13 System software upgrade and that would still occur. Mr. Woodall advised this equipment could be utilized as spares, but the preferred option would be to transfer it to the SOA. He stated if SOA did not want to accept the equipment, it would be transferred to the Defense Reutilization and Marketing Office (DRMO).

Mr. Woodall advised that the Clear site usage was being monitored and Clear Air Station was utilizing the site for between eight and ten hours a week, mostly the Security Forces and the fire fighting personnel. He stated he expected they would want to stay on ALMR as a non-infrastructure owner (NIO). Mr. Woodall explained he had sent several emails to the Clear Air Station point of contact, advising him to contact Mr. Jim Kohler about expected costs.

Colonel Moser stated he would call them directly if they did not contact the State.

Mr. Smith advised he had discussed turning the site off with Mr. Casey Borg, System Manager, to see what the future coverage would be like. He explained what they saw was a major impact to the Nenana site, which is a three-channel site. Mr. Smith stated if SOA accepted the equipment, he would encourage them to add at least one channel to the Nenana site.

Mr. Woodall stated from a spectrum perspective, this plan should certainly work.

c. Municipality of Anchorage (MOA) Migration Funding Status. Mr. Smith had advised the council at the January meeting that the public hearing regarding the budget for the MOA System update funding occurred on December 18 and the funding had been approved. This issue is recommended for closure.

It was requested that a motion be made to close the last two "Old Business" items.

**Motion: Close the Old Business items regarding Clear Site Funding and MOA Migration Funding Status.**

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

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

a. Major Matt Leveque presented the 2012 User Council Annual Assessment of System Operations and Management Performance to the Executive Council. He explained it provided good information regarding the previous year's activities and also highlighted the on-going coverage and capacity issues being addressed, and the obstacles to resolving some of them.

b. Major Leveque announced Eielson Air Force Base had recently appointed new representatives to the primary and alternate positions. He presented a proposed motion and requested the Executive Council approve the appointments, per the Cooperative Agreement.

Proposed motion for consideration:

**Motion: Accept the appointment of Mr. Chris Martin and Mr. David Jones as the primary and alternate DOD - Eielson Air Force Base representatives, respectively, to the ALMR User Council.**

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

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

a. System Metrics. Mr. Smith presented the January System metrics to the council. He stated they were fairly consistent with last years and that many of the current busies were driven by the Kenai and Kasilof sites.

b. 2012 Business Case update. Mr. Smith presented the 2012 Business Case to the Executive Council, as approved by the User Council (UC). He explained there was one change requested by the DOD after the UC had approved the document. That changed involved a statement made in the October 2011 State of Alaska ALMR Feasibility Study prepared by Worldwide Technology, Inc. Mr. Smith read the corrected verbiage to the Executive Council.

Mr. Woodall advised the statement was factually incorrect and was actually a violation of DOD directives.

Mr. Smith briefed the revised language was provided to the UC Chair and Vice Chair before the change was finalized and they had no objections to making the DOD-requested changes the 2012 Business Case.

c. 7.13 System update. Mr. Smith advised the EC that the Operations Management Office (OMO) met with the State Project Manager twice a month. He stated the project was not moving as fast as everyone thought it should but Motorola had finally delivered the preliminary impact timeline (ITL). Mr. Smith briefed the first three weeks in August

were the current target date for the installation. He felt this was sufficient time to work with the dispatch centers for backup plans.

Mr. Smith advised the EC that staging was scheduled at Schaumburg in May. The equipment would be set up and fully tested there.

Mr. Woodall stated Motorola would prefer one person from each of the three entities involved attend the staging test if at all possible. He advised the DOD contract was issued for 365 days and it expires on June 27, 2013. At this point, Motorola will have only completed staging and will be in the process of shipping the equipment to Alaska. Mr. Woodall advised he was working with contracting to extend the current contract to September 30. He emphasized the contract could not go beyond the end of the DOD fiscal year.

Mr. Woodall briefed Motorola was normally slow in the beginning, but Mr. Mike Ball had assured him the installs would be completed on Aug 16. He advised the EC the DOD Project Plan was a little sharper and focused on trying to lessen the impact on user agencies. Mr. Woodall stated he was working to ensure ALMR agencies are prepared.

Mr. Smith advised he has been contacting all the dispatch centers for their plans. He stated he was also working with Mr. Borg to identify issues. Mr. Smith briefed there were still a couple agencies who had maintained their legacy systems for backup.

ASAC Jones asked Mr. Smith who he had been engaging with at dispatch because he attended monthly meetings with the Kenai Peninsula chiefs and they seemed to be largely uninformed about what is going on. However, he stated they were interested and supportive of the update.

Mr. Smith stated he would be glad to go along to the next monthly meeting to bring the chiefs up to date.

c. State of Alaska Audit. Mr. Smith advised the EC he was scheduled to meet with the SOA auditor at 3p.m. today. He explained the OMO had been working with them since last year providing requested documents and answering questions.

Mr. Kohler stated that on the SOA side the legislative auditors have had a hard time getting their hands around ALMR even though it has been explained several times. The combined partnership seems to be the biggest issue and that OMO does not receive direct funding to accomplish their tasks.

d. Kenai and Kasilof Site Upgrades. Mr. Smith stated that ALMR had been waiting for some time to add capacity to the two selected sites. He explained with many agencies on the Kenai Peninsula recently joining the ALMR System, those two sites had been really busy. Mr. Smith advised that the UC had requested two channels be added to the Kenai site and one channel added to the Kasilof site. He stated he was advised by SOA ETS the equipment had shipped and should be received very soon.

Mr. Smith briefed there were plans in the works for the Peger Road site, which was another site the UC had requested additional capacity at, and that a possible solution may have been found.

Mr. Woodall explained that the ALMR System was built to a specified loading capacity of 50 percent. He advised since it was built, subscribers have been continually added and it was probably time to rerun the formula to see where the loading capacity currently stands. Mr. Woodall stated he suspected it was probably at the 70 percent range, which was a dangerous level; any large incident would result in the System experiencing a high volume of busies.

ASAC Jones asked if there were any prioritization codes for agencies during incidents.

Mr. Smith advised that the System Management Office (SMO) had the ability to limit access by non-essential agencies during such situations.

Mr. Smith stated that he and the SMO had been in discussion with ETS regarding the potential to utilize simulcast systems, much the same as the MOA Anchorage Wide Area Radio Network (AWARN), in areas like the MatSu, Kenai and Fairbanks, which demand a high level of service. He advised this frees up a substantial amount of frequencies and this should be part of the discussions as a possible solution during the planning process for System expansion in five to six years.

## **7. New Business.**

a. FY14 Cost Share Cooperative Agreement. Mr. Woodall advised the EC it was getting close to contract renewal execution and a new Cost Share Cooperative Agreement would be required. He provided the members with copies of the draft agreement and draft SOA FY14 proposed cost share spreadsheet at the meeting. Mr. Woodall explained that paragraphs 4 and 6 were the primary changes from the FY13 agreement. He advised the EC that it would need to be approved and signed by the council members in the near term so that costs could be allocated to the agencies. Mr. Woodall emphasized once the agencies were advised of their cost share, the collective partners would not want to try to change it.

ASAC Jones asked if the Federal Non-DOD agencies would now negotiate with the State and both Mr. Woodall and Mr. Kohler stated that was correct. Mr. Woodall advised that the Federal Non-DOD agencies were NIOs now under the current proposed cost share plan.

Colonel Moser advised the other EC members that the sooner they could all come to a consensus and sign the agreement, the better. He stated hopefully by the next meeting the agreement would be signed and he was making that the proposed timeline for completion.

Major Leveque stated that made sense to him and he would run it by Commissioner Masters.

ASAC Jones stated this was a good timeframe for him too.

b. System Change Request (CR) CR600-38TSSC, Ninilchik Tower Replaced. Mr. Smith stated he would present the form to the EC outside of the meeting for signatures of approval.

Colonel Moser asked if there was any other "New Business" items for discussion. Hearing none he proceeded.

**8. Next Meeting.** Colonel Moser briefed the next meeting is scheduled for March 21, 2013, 1:30 p.m. at the Department of Public Safety Training/Conference Room, 5700 E Tudor Road.

**9. Adjourn Meeting.** Colonel Moser 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 ASAC Jones and seconded by Major Leveque, proxy for Commissioner Masters. There were no objections. **The motion was carried and approved.**

The meeting adjourned at 2:13 p.m.



SCOTT E. MOSER, Colonel, ALCOM/J6  
Department of Defense Alaska 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

