



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



MEMORANDUM FOR ALMR Executive Council

January 15, 2015

FROM: SOA Executive Co-Chair

SUBJECT: November 20, 2014, ALMR Executive Council Meeting Minutes

TO: See Distribution

Executive Council Members Present:

Deputy Commissioner Terry Vrabec	State of Alaska (SOA) - Department of Public Safety (via teleconference)
Colonel Harold Hoang	Department of Defense (DOD) – Alaskan Command (ALCOM)/J6
ASAC Kevin Donovan	Alaska Federal Executive Association (AFEA) - Federal Bureau of Investigation
Chief Jeff Tucker	Alaska Municipal League – Kenai Fire Department
Lt Ken Spadafora	Municipality of Anchorage – Anchorage Police Department

ALMR Support Team Members and Guests Present:

Major Matt Leveque	User Council Chair – Alaska State Troopers
Mr. Del Smith	Operations Manager, ALMR
Mr. Max McGrath	Enterprise Technology Services (via teleconference)
Ms. Sherry Shafer	Operations Management Office (via teleconference)

1. Call to Order. Deputy Commissioner Terry Vrabec, State of Alaska (SOA) Co-Chair, called the meeting to order at 1:30 p.m.

2. Opening Statements and Other Announcements. Deputy Commissioner Vrabec asked the group if there were any announcements.

Assistant Special Agent in Charge Kevin Donovan advised the group he had been selected for promotion and, subsequently, would be transferring. He advised his transfer would presumably be around the end of December or early January and the Alaska Federal Executive Association would be working on a replacement for him on the council. Everyone congratulated him on his promotion and reassignment.

Colonel Harold Hoang announced that Mr. Tim Woodall was currently working a Pacific Command (PACOM) exercise and helping with spectrum support so he would not be attending today's meeting.

3. Approval of Previous Meeting Minutes. Deputy Commissioner Vrabec asked the Executive Council (EC) members if they had reviewed the October meeting minutes and had changes to propose.

Assistant Special Agent in Charge Kevin Donovan had questions regarding the motion at the October meeting concerning the memorandum of agreement (MoA). He did not recall it being approved.

The Operations Management Office (OMO) explained the motion was not to approve the memorandum, but it may have been poorly worded. It was explained that the motion was to approve the replacement of the memorandum with the codicil that was proposed by the 11th Air Force legal office and would contain the language from the original MoA. It would then be sent forward to the various partners for legal review along with the previous documentation for clarity.

It was agreed upon by all council members that it was sufficient if the November minutes contained the explanation regarding the motion in the October minutes.

Deputy Commissioner Terry Vrabec asked if there was further discussion regarding the October minutes and hearing none, he requested a motion for their approval.

Motion: Approve October 16, 2014, Executive Council meeting minutes, as written.

The motion to accept the minutes was made by ASAC Kevin Donovan and seconded by Colonel Hoang. There were no objections. **The motion was carried and approved.**

4. Old Business.

a. System Upgrade Assistance (SUA) II. This item is **ON HOLD** pending future funding actions.

Colonel Hoang advised there was no additional information at this time.

b. Codicil to the ALMR Cooperative Agreement. Colonel Hoang updated the group that the 11th Air Force legal office had deemed the codicil to be the correct vehicle for reaffirming the ALMR Cooperative Agreement. He advised they had received approval

from the Secretary of the Air Force but they were still waiting on the coordination from the Army at PACOM. Colonel Hoang stated once that was received it would go to General Handy for signature.

ASAC Donovan briefed he had checked with his agency counsel and they didn't see any issues with it.

Deputy Commissioner Vrabec advised the Department of Public Safety Deputy Attorney General supported it and he had forwarded their reply to the OMO.

Lt Ken Spadafora stated the Municipality of Anchorage legal office had not reviewed it yet.

5. User Council Update.

a. Vacancies. Major Matt Leveque briefed the decision was to keep this item open until the positions were filled.

b. Service Level Agreement (SLA). Major Leveque advised the council the SLA had been updated and many of the edits were cleanup items regarding obsolete positions or terms. He stated the User Council had reviewed the changes and endorsed the document to be forwarded to the Executive Council. Major Leveque advised that a list of changes had been prepared and would be provided with the updated document and the mark up copy.

Mr. Del Smith went over the summary of changes for the benefit of the council.

Major Leveque briefed this update was just one example of the good work the OMO does to keep ALMR documentation refreshed. He pointed out the most recent State Legislative audit found no fault in this area, which validates the extent of the OMO efforts.

Mr. Smith advised the council member the Cooperative Agreement and the Executive Council Charter were also being revised and would be presented to them in the near future.

6. Operations Management Office.

a. SOA Legislature-mandated subscriber inventory audit. Mr. Smith explained Colonel Hoang had signed the form for all DOD-Alaska agencies which closed this item. He stated the OMO would begin the validation process again in January.

b. User Council elections. Mr. Smith advised the council the annual election of the Chair and Vice Chair was currently underway with voting to be completed no later than December 1 with the announcements made at the December 3 User Council meeting.

c. Municipalities-Central User Council Vacancy. Mr. Smith briefed that Chief Mark Beals had recently resigned as the primary representative to the Municipalities-Central area. He advised the OMO had distributed a request for nominations to the represented

agencies and was awaiting responses. Mr Smith stated the Executive Council would ultimately approve the individual nominated.

d. October System metrics. Mr. Smith advised the council members the System busies were up slightly from the previous month but overall there was a dramatic drop from early in the year. He briefed that Mr. Casey Borg, ALMR System Manager, was at the Cottonwood Creek site today installing an additional channel, and by the end of December, the Tok, Tolsona, Glennallen and Willow Mountain sites should all be upgraded. Mr. Smith also stated that the State of Alaska (SOA) Enterprise Technology Services (ETS) office was in the process of identifying frequencies for the Pipeline site and it should be upgraded sometime in the first quarter of 2015.

7. New Business.

a. Nikiski Request for ALMR Site. Chief Jeff Tucker briefed he was aware there was no funding available to put a new site at Nikiski but asked if the city was to seek funding and receive it, could they broker a deal with the State to put one in.

Mr. Smith stated there is a huge coverage gap in this area. He advised, from his perspective, he has often talked about other entities partnering with SOA; however, there would be a number of issues to work out regarding maintenance.

Major Leveque stated there are definitely public safety issues in this area with a big subdivision currently under construction.

Mr. Max McGrath added that any requests to get the Legislature to identify potential areas of funding is good. He stated there are other areas such as Valdez and the Homer East End road that are expanding and lack coverage, as well. Mr. McGrath emphasized the main issue is once the capital funds are obtained, the on-going maintenance must be funded and at this time there have been no increases in the Department of Administration (DOA) budget for this area.

Deputy Commissioner Vrabec advised that in the transition report, DPS clearly stated the importance of ALMR. He briefed the DOA commissioner is very supportive and would be asking for more funding.

b. Alaskan Command (ALCOM) Realignment. Colonel Hoang reminded the group at the last meeting, ALCOM was still waiting for the Secretary of Defense to approve the realignment of ALCOM under Northern Command (NORTHCOM) and that had been received on October 28. He stated there should be no impact to the partnership or the current arrangement/roles, because ALCOM maintained their homeland defense and Defense Support to Civil Authorities (DSCA) missions.

8. Next Meeting. Deputy Commissioner Vrabec briefed the next meeting is scheduled for December 18, 2014, 1:30 p.m. at 5900 E Tudor Road in the Enterprise Technology Services Conference Room.

ASAC Donovan stated he was planning a house hunting trip in December, but would try to work it around the monthly meeting.

Major Leveque advised he would be on leave during this time, but he should be able to call in.


9. Adjourn Meeting. Deputy Commissioner Vrabec asked if there were any other items for council discussion. Hearing none, he asked for a motion to adjourn.

Motion: Adjourn the November monthly Executive Council meeting.

A motion to adjourn was made by ASAC Donovan and seconded by Colonel Hoang.

There were no objections. **The motion was carried and approved.**

The meeting adjourned at 2:02 p.m.



TERRY VRABEC, Deputy Commissioner DPS
State of Alaska Co-Chair
ALMR Executive Council

Distribution:

ALCOM/J60, Colonel Harold Hoang
SOA DPS, Deputy Commissioner Terry Vrabec
AML, Chief Jeff Tucker
MOA, Lt Ken Spadafora
SOA ETS, Mr. Jim Bates
ALCOM/J66, LTC Glenn Mellor
SOA DPS, Major Matt Leveque
OMO, Mr. Del Smith
ALCOM/J64, Mr. Timothy Woodall
SOA ETS, Mr. Scott Stormo
MOA, Mr. Trygve Erickson
MOA, Mr. Jason Beach