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

MEMORANDUM FOR ALMR Executive Council **March 11, 2014**

FROM: DOD Executive Co-Chair

SUBJECT: March 20, 2014, ALMR Executive Council Meeting Agenda

TO: See Distribution

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1. **Call to Order.** (5 min) Colonel Scott Moser, Department of Defense (DOD) Co-Chair will call the meeting to order at 1:30 p.m. The roll will be taken.

2. **Opening Statements and Other Announcements.** (5 min)

3. **Approval of Previous Meeting Minutes.** (5 min, Colonel Moser) Review of the draft Executive Council minutes from the February meeting. (Atch 1)

> **Motion: Approve February 20, 2013, Executive Council meeting minutes, as presented.**

4. **Old Business.** (20 min)

a. System Upgrade Assistance II funding. (5 min, Mr. Tim Woodall)

At the February meeting, Mr. Woodall advised the council there was no change in the status of this item. Once the contract lapses, the future costs will be higher. Therefore, Mr. Woodall suggested the council advised their funding bodies to plan for a Capital upgrade in the next three to five years, and then pick up the SUA upgrade program again.

b. Alaska Federal Executive Association (AFEA) replacement Co-Chair. (5 min, ASAC Donovan)

At the February meeting, Assistant Special Agent in Charge Kevin Donovan advised the council, he would be the new AFEA Co-Chair. Colonel Moser stated the Executive Council would look forward to receiving the letter.

c. Transportable Communications System Memorandum of Agreement. (5 min, Mr. Tim Woodall)

At the February meeting, Mr. Woodall explained he had not approached NORTHCOM at this time, but ALCOM was hoping to get a Memorandum of Agreement between NORTHCOM and the State, so the State could independently contract to use the Transportable Systems during declared emergencies.

5. User Council Update. (10 min, Major Matt Leveque)

a. Mr. Greg Eubank has been nominated as the alternate to the State of Alaska - All Others position.

Proposed motion for consideration:

> **Motion: Approve the nomination by the Department of Military and Veterans Affairs for appointment of Mr. Greg Eubank as the alternate State of Alaska - All Others representative to the ALMR User Council.**

b. Next sites chosen for capacity upgrades.

6. Operations Management Office. (10 min, Mr. Del Smith)

a. SOA Audit - inventory verification status update

b. February System metrics (Atch 2)

7. New Business. (10 min)

8. Next Meeting. (5 min) The next meeting is scheduled for April 17, 1:30 p.m. at the Department of Public Safety Training/Conference Room, 5700 E Tudor Road.

9. Adjourn Meeting. (5 min)

Scott E. Moser

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

2 Attachments:
1. Draft February Meeting Minutes
2. February System Metrics

Distribution:
ALCOM/J6, Colonel Scott Moser
ALCOM/J66, LTC Glenn Mellor
SOA DPS, Deputy Commissioner Terry Vrabec
FBI, ASAC Kevin Donovan
AML, Chief Jeff Tucker
MOA, Lt Ken Spadafora
SOA ETS, Mr. Jim Bates
User Council, Major Matt Leveque
OMO, Mr. Del Smith
ALCOM/J64, Mr. Timothy Woodall
MOA, Mr. Trygve Erickson
SOA ETS, Mr. Max McGrath
MOA, Mr. Jason Beach

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

MEMORANDUM FOR ALMR Executive Council **March XX, 2014**

FROM: DOD Executive Co-Chair

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

TO: See Distribution

Executive Council Members Present:

Colonel Scott Moser	Department of Defense (DOD) - Alaskan Command
Deputy Commissioner Terry Vrabec	State of Alaska (SOA) - Department of Public Safety (DPS) (via teleconference)
Lt Ken Spadafora	Municipality of Anchorage (MOA) - Anchorage Police Department

ALMR Support Team Members and Guests Present:

Mr. Del Smith	Operations Manager, ALMR
Mr. Kevin Donovan	Assistant Special Agent in Charge - Federal Bureau of Investigation
Mr. Tim Woodall	DOD ALMR Program Manager
Mr. Trygve Erikson	Municipality of Anchorage Program Manager (via teleconference)
LTC Glenn Mellor	Alaskan Command (ALCOM) Deputy J6
Mr. Scott Stormo	Enterprise Technology Services
Ms. Sharon White	Enterprise Technology Services (via teleconference)
Ms. Sherry Shafer	Operations Management Office (via teleconference)

1. <u>Call to Order</u>. Colonel Scott Moser, Department of Defense (DOD) Co-Chair, called the meeting to order at 1:34 p.m.

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2. <u>Opening Statements and Other Announcements</u>. Colonel Moser advised the council and staff members that his retirement was coming up soon and he would be leaving in approximately two months. Colonel Moser stated, until his replacement arrived, his deputy, LTC Glenn Mellor, would be filling in.

ASAC Kevin Donovan stated he would be the new Alaska Federal Executive Association (AFEA) representative to the council.

3. <u>Approval of Previous Meeting Minutes.</u> Colonel Moser asked the Executive Council (EC) if they had reviewed the December meeting minutes and if they had any requested changes. Hearing no changes, Colonel Moser proposed the motion for their approval.

> **Motion: Approve December 19, 2013, Executive Council meeting minutes, as written.**

The motion to accept the minutes was made by Colonel Moser and seconded by Deputy Commissioner Terry Vrabec. There were no objections. **The motion was carried and approved.**

4. <u>Old Business.</u>

a. System Upgrade Assistance (SUA) II. Mr. Woodall advised the council there was no change in the status since the December 2013 meeting, and all three partners must fund the upgrade together.

Mr. Woodall briefed once the contract lapses, the future costs will be higher.

Colonel Moser asked when the contract expires, and Mr. Woodall stated in September this year.

Mr. Woodall suggested the council advised their funding bodies to plan for a Capital upgrade in the next three to five years, and then pick up the upgrade program again.

b. AFEA replacement Co-Chair. Colonel Moser stated the Executive Council would look forward to the letter from the AFEA regarding ASAC Donovan's appointment.

c. Transportable Communications System Memorandum of Agreement (MoA). Mr. Woodall provided some background for the new council members regarding the State's request to utilize the Transportable. He explained he had not approached NORTHCOM at this time.

Colonel Moser offered the instance of the fire in summer 2013 in the Chena Hot Springs Road area which is outside the ALMR footprint. He advised it would have been useful to the Bureau of Land Management (BLM) and Forestry to be able to utilize the resource during that time.

Tim explained because the systems are Title 10 resources, the Stafford Act prevents use by the State of Alaska (SOA) unless it is under Federally declared emergency conditions

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and approved by the Assistant Secretary of Defense Homeland Defense. He stated ALCOM was hoping to get a MoA between NORTHCOM and the State, so the State could independently contract to use the systems. Mr. Woodall advised this would all have to be vetted through the DOD and State legal offices.

5. User Council Update.

Major Leveque was unavailable for the meeting; the Operations Management Office (OMO) advised the council he had not provided any discussion items.

6. Operations Management Office.

a. Subscriber Audit Inventory Status. Mr. Smith provided the background regarding the SOA Legislative audit along with the single finding and recommendation. He advised the council members the OMO had distributed a letter to every agency operating on ALMR in mid January, along with a confirmation form.

Mr. Smith explained this action was in addition to the annual inventory required by the Asset Manager and he planned to do it every year. He stated, as of today out of the 119 agencies on ALMR, 80 had responded so far. Mr. Smith advised those agencies with large amounts of radios would take longer to complete their inventories.

Colonel Moser stated he would make some phones calls to those DOD agencies who had not complied yet, if required.

Deputy Commissioner Vrabec stated he could also call some of the State or local agencies.

b. User Council Representation. Mr. Smith advised the council there was an on-going issue with vacancies on the User Council (UC). He explained the SOA Department of Public Safety (DPS) alternate position had been empty since May 2011, the US Army-Alaska (USARAK) alternate position had been empty since August 2011, and the SOA All Others alternate position had been empty since November of 2012 when the then alternate moved into the vacant primary position.

Mr. Smith added the Federal Non-DOD FBI primary position had just been vacated due to the retirement of Mr. Pete Murphy, who had been in the position since the inception of the UC and the OMO was also recently notified that the DOD JBER alternate had retired.

Mr. Smith advised the council members the Municipalities Southeast alternate had never attended a meeting since appointed and the primary had only attended two meetings in 2012 and none in 2013. He stated although there were not that many agencies in the Southeast, there still needed to be someone who was willing to represent them and participate. Mr. Smith briefed he would discuss this particular issue with Chief Jeff Tucker.

Mr. Smith emphasized the importance of the UC, who are System users, as the direct interface between the other user agencies and the maintenance and management staffs.

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ASAC Donovan asked whether filling the Federal Non-DOD primary position was something he should be involved in and Mr. Smith advised him the letter appointing the individual to fill the position should come from him, as the AFEA representative on the Executive Council.

c. January System Metrics. Mr. Smith went over the System statistics from the previous month and stated they were right where they were expected to be. He advised the seasonal swing should begin to pick up next month with the military exercises.

Mr. Smith also briefed the council regarding the meeting with staff from SOA Enterprise Technology Services over adding capacity. He stated the UC would be making the decision next month at their meeting on what sites should be upgraded.

7. <u>New Business</u>.

a. Northern Edge Exercise. Mr. Woodall briefed the council regarding the upcoming exercise activities surrounding Northern Edge 2014. He explained the scenario was that Valdez Fire Department and Police Department dispatch would be wiped out by a tsunami. The Transportable Area South (TAS) would be utilized as a replacement dispatch center.

Mr. Woodall expressed his concern that a lack of preparation and training by the local agencies regarding the use of the Incident Command (IC) Zones would result in complaints that the System doesn't work, so expect to see some issues related to that.

Mr. Smith stated the ALMR Concept of Operation (CONOP) is located on the web site for all agencies to refer to and it contains all the IC Zones. He advised the council, the OMO has talked to the agencies at every opportunity, published articles in the Insider newsletter and the training coordinator has also offered courses on IC Zone use.

Mr. Woodall asked if the information could be put out in the newsletter again and Mr. Smith stated the next issue was not until mid April which might be too late to have any impact on the exercise. He suggested it was possible to send it out to all agency points of contact but they would have to get it out to all their own personnel.

Mr. Smith noted some agencies take advantage of all the available training venues, while others do not. He briefed the SOA Division of Homeland Security and Emergency Management had conducted a communications check on IC Admin channel 9, just this morning, with several agencies in preparation for exercise Vital Connect.

b. Deputy Commissioner Vrabec advised the council he and the Commissioner had attended the Department of Administration House Finance Subcommittee hearing and there were no additional funds requested for ALMR this year. He advised it was a short meeting which was good in a way since no new questions regarding ALMR came up and everyone seemed to understand how it worked after last year's intensive discussions.

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Mr. Smith stated the one thing that irked him was the question still came up as to why Public Safety couldn't use cell phones.

Deputy Commissioner Vrabec advised after the meeting he had offered to have a sidebar conversation with the individual who asked the question in order to explain why cell phones were not a viable option.

8. <u>Next Meeting</u>. Colonel Moser briefed the next meeting is scheduled for March 20, 2014, 1:30 p.m. at the Department of Public Safety Training/Conference Room, 5700 E Tudor Road.

9. <u>Adjourn Meeting</u>. Colonel Moser asked if there were any other items for discussion. Hearing none, he requested a motion to adjourn.

Motion: Adjourn the February monthly Executive Council meeting.

A motion to adjourn was provided by ASAC Donovan and seconded by Colonel Moser. There were no objections. **The motion was carried and approved.**

The meeting adjourned at 2:01 p.m.

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

Distribution:
ALCOM/J60, Colonel Scott Moser
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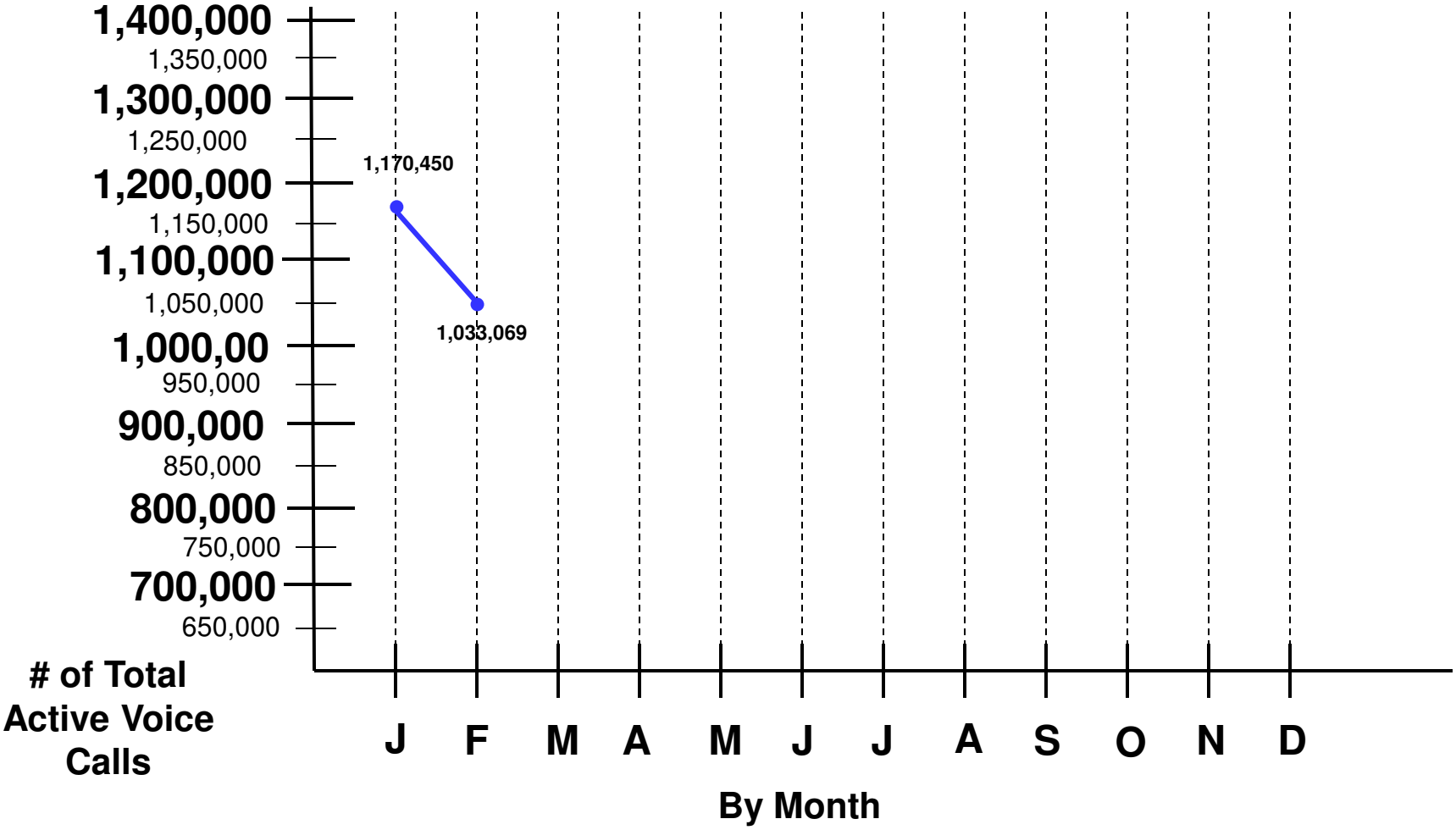
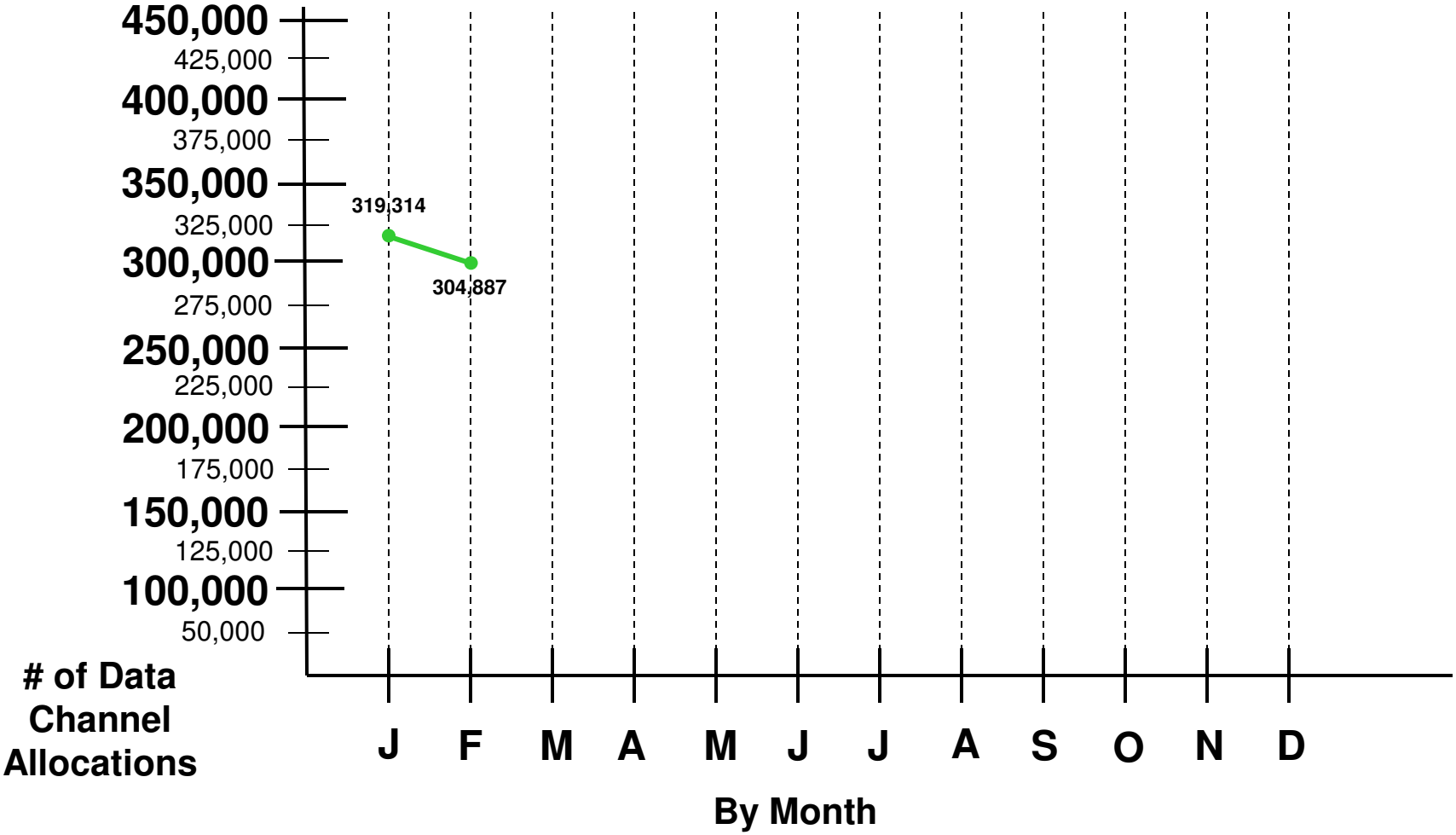
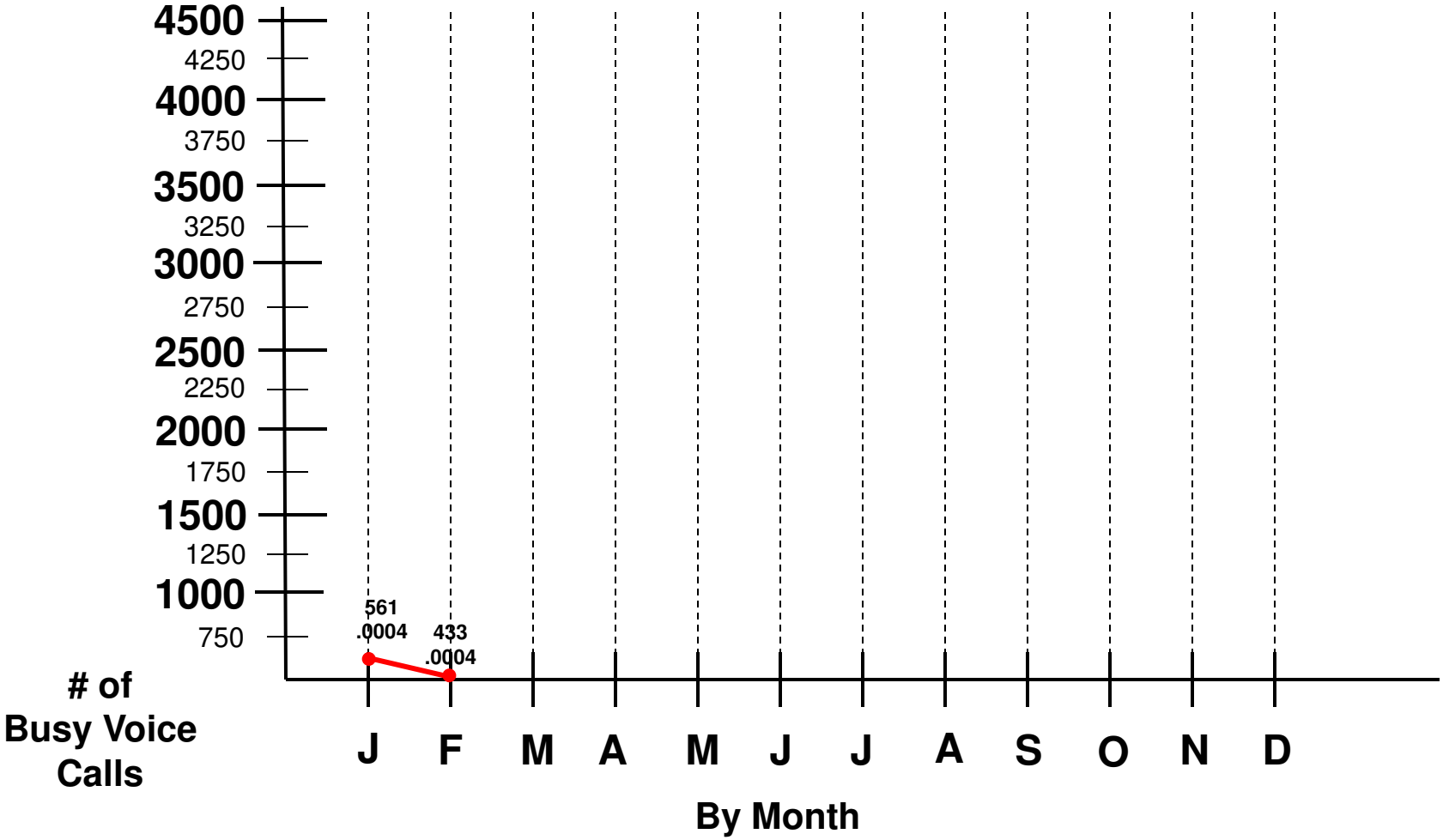
2014 System Performance
Active Voice Calls



2014 System Performance Data Channel Allocations



2014 System Performance
Busy Voice Calls