



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



MEMORANDUM FOR ALMR Executive Council

February 19, 2015

FROM: DOD Executive Co-Chair

SUBJECT: January 15, 2015, 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

Chief Jeff Tucker

Alaska Municipal League – Kenai Fire Department (via teleconference)

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. Jim Bates

Director, Enterprise Technology Services

Mr. Del Smith

Operations Manager, ALMR

Mr. Scott Stormo

Enterprise Technology Services

Mr. Tim Woodall

DOD ALMR Program Manager

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 1:33 p.m.

2. Opening Statements and Other Announcements. Deputy Commissioner Vrabec asked the group if there were any announcements. There were none.

3. Approval of Previous Meeting Minutes. Deputy Commissioner Vrabec asked the Executive Council (EC) members if they had reviewed the November meeting minutes and had changes to propose. There were no requests for changes.

Deputy Commissioner Vrabec requested a motion for their approval.

Motion: Approve November 20, 2014, Executive Council meeting minutes, as written.

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

4. Old Business.

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

Mr. Tim Woodall advised the council members there was no change in the status of this item, but that the Department of Defense (DOD) hoped to complete the SUA II funding under the new contract.

Mr. Woodall stated he had some additional information related to the SUS to provide to the council today. He explained that while the Defense Appropriations Bill had passed the funds were not flowing down to the services yet so the SUS funding was on hold. Mr. Woodall advised there would be a modification to the Infrastructure Operations and Maintenance Services (IOMS) contract so the DOD would be playing catch up on these issues. He went on to state that execution of the SUS is a must in order maintain the DOD Information Assurance Certification and Accreditation Process (DIACAP) on the System.

Deputy Commissioner Vrabec asked, for clarification for the minutes, if this item was still on hold and Mr. Woodall stated it was.

b. Codicil to the ALMR Cooperative Agreement. Colonel Hoang advised the group that they were still waiting on US Army-Pacific (USARPAC) to provide their concurrence before General Handy would sign it. He noted he had placed a call to Colonel Denter requesting a follow up.

Mr. Woodall explained there was no opposition to the codicil by USARPAC and they had verbally stated they didn't think it was an issue. However, during the course of the review/approval there had been a senior leadership change and the process had to begin over.

Mr. Del Smith asked the council if there was any interest in having a signing ceremony. He advised he was waiting to hear back from Chief Mew regarding the Mayor's participation.

Mr. Jim Bates and Deputy Commissioner Vrabec both agreed it was a good idea to have one. Deputy Commissioner Vrabec stated he believed Commissioner Folger would support it as well and would contact the Governor's office.

Ms. Sherry Shafer advised the council there was still a requirement to identify primary and alternate points of contact in the codicil for the DOD and the SOA; the Municipality had provided theirs already.

5. User Council Update.

Vacancies. Major Matt Leveque advised the council there had been some success since the last meeting with the help of Chief Jeff Tucker, in getting some replacements for the Municipalities-Central vacancy.

Major Leveque stated that Ms. Tammy Goggia was already on the User Council in the alternate position. He went on to explain Ms. Goggia was the manager for the Soldotna Public Safety Dispatch Center and she was well acquainted with what the Alaska Land Mobile Radio (ALMR) System does and what it provides. Major Leveque advised the council Mr. Steve Boyle was the Deputy Fire Chief for Kachemak Emergency Services.

Major Leveque provided the following proposed motion to the council for their consideration:

Motion: Approve the nominations for the appointment of Ms. Tammy Goggia as the primary Municipalities-Central representative and of Mr. Steve Boyle as the alternate Municipalities-Central representative to the ALMR User Council.

The motion was made, as proposed, by Deputy Commissioner Vrabec and seconded by Colonel Harold Hoang. There were no objections. **The motion was carried and approved.**

Major Leveque advised the group, the southeast had a hard time attracting attention to ALMR and there were not a lot of users due to the lack of coverage in many areas.

Mr. Woodall stated the previous representatives from Joint Base Elmendorf-Richardson (JBER) were always from the Communications Squadron. He advised he was currently talking with the Wing and had suggested they appoint someone from the Fire Department or Security Forces as the primary representative with the Communications Squadron as the alternate. Mr. Woodall stated he would continue to work toward resolution in the next 30 days.

Major Leveque explained that, historically, having a technical representative as the primary had been detrimental because they couldn't make any decisions.

Mr. Smith advised the council that SGT Toro, US Army-Alaska (USARAK) G6, had been attending the meetings but had not been appointed at this time.

6. Operations Management Office.

a. Service Level Agreement (SLA). Mr. Smith advised the council the DOD was the last approval required for the document.

Mr. Woodall stated he thought they had responded but to use their verbal approval, to be noted in the meeting minutes as their official approval of the SLA. He expressed one caveat that he believed the SLA could change with the upcoming contract cost renegotiation.

b. User Council Elections. Mr. Smith briefed the group that Major Leveque had been re-elected to the Chair position and Deputy Chief Brad Johnson had been re-elected to the Vice Chair position.

c. Sitka Expansion. Mr. Smith provided a short synopsis to the council members regarding the stand-alone site at Sitka and the failure of the Daniels repeater. He explained Enterprise Technology Services (ETS) had made the decision to make the site an integrated ALMR site since it was in the original build out plans. Mr. Smith advised the council the equipment had been shipped last week and ETS was currently looking at the connectivity considerations. He also noted for the benefit of the group that he had spoken to several of the local agencies and they told him they would utilize the System once the site was active.

Major Leveque stated this was advantageous for the Department of Public Safety wildlife troopers down there because this would provide them reach back to Juneau.

Deputy Commissioner Vrabec noted it would also be useful in teaching the new recruits how to operate the radios from the start.

d. Site Capacity Upgrades. Mr. Smith briefed the Tok and Tolsona sites had been completed in January and the Glennallen, Willow Mountain and Cottonwood Creek sites had been completed just prior to the end of 2014. He advised the council members the Pipeline Hills site would be the next site for capacity upgrade then the User Council would begin to look at the other sites for consideration.

Major Leveque briefed he had put out the message to both MATCOM and Fairbanks regarding the recent upgrades and it was a significant success for both areas with reduction in busies.

Mr. Smith noted there were only three busies statewide on the last weekly report. He clarified that could be due in part to the slowdown of activity over the holidays.

Mr. Woodall advised the group the Clear site should be back on line by the end of March and the site would be installed on the installation.

e. Annual Information Assurance Report of Findings. Mr. Smith briefed the report was for the council's information only and required no action on their part. He stated it was provided to them as a snapshot look at the quality control oversight the Operations

Management Office (OMO) provides regarding security and information assurance compliance.

f. Annual User Council Assessment on System Operations and Maintenance. Mr Smith stated this was the annual report from the User Council to the Executive Council on the contractor's performance regarding the operational oversight of the System and the on-going maintenance functions.

g. 2014 Business Case. Mr. Smith briefed the council the Business Case is updated on an annual basis and an email would be distributed after the meeting to the council members to obtain their approval of the document.

Major Leveque advised the Executive Council members that the User Council had reviewed and approved both the Business Case and the assessment documents.

Mr. Woodall stated under the new contract with the State, the DOD would be required to assemble a Business Case which showed the costs savings, economy of scale and benefits with contracting directly with the State. He requested permission to utilize the ALMR Business Case as a baseline and add to it. There was no objection by the council.

h. December System metrics. Mr. Smith presented the figures from 2007 compared to 2014 to emphasize the growth in the System and the improvements in quality enjoyed by the users today.

i. System Manager Departure. Mr. Smith notified the council members that Mr. Casey Borg intended to move on and had accepted a position outside of Alaska. He stated Mr. Borg's last day was February 27 and he was not sure what the contractor's plan was for his replacement.

Mr. Woodall advised he had notified the contracting officer and was to meet with Bering Straits Information Technology (BSIT) on the replacement. He stated the biggest concern with the DOD is with regard to the transportable deployment support. Mr. Woodall explained the System Manager's backup for deployment, Mr. Jim Peterson, no longer lives in Alaska and this raises concerns on the contractor's ability to meet the contract obligations.

Colonel Hoang stated this was especially critical because ALCOM was looking into deploying the transportable in August.

j. Cooperative Agreement. Mr. Smith advised the council the language in the ALMR Cooperative Agreement is severely out of date. He stated the OMO had went through the document and made annotations on what they believed should be changed; those changes were also listed in a prepared summary of changes. Mr. Smith briefed the plan was to make the necessary changes without getting the document re-signed because the changes were specifically for things that either no longer existed or were now referred to in another manner.

Mr. Woodall stated he would have to run this by the Wing legal office.

7. New Business.

a. System Management Office Contract. Mr Woodall briefed there had been a meeting with ETS, Major Leveque, Mr. Bates and himself with regard to the upcoming contract renewal for the IOMS. Mr. Bates advised that under the previous administration of DOA, they had distributed a request for information (RFI) to see if there was any interest; there had been four responses.

Mr. Bates explained with the recent change of administrations there were challenges with obtaining revenue.

Mr. Woodall stated BSIT had waived its yearly increase and they would be looking at each line item to see if there could be a reduction in costs without reducing the level of service.

Major Leveque emphasized everyone was in strong agreement that they didn't want any rumors leaking out that they were diminishing the quality of services provided. He also noted the OMO had put out a call to the members of the User Council to form a working sub-committee to help review the contract and it was comprised of one member from each user sector.

Mr. Bates strongly articulated that there was no issue with the performance of the contractor but the concern lay with the increase in infrastructure the State supports. He noted 80 percent of the ETS budget is contractual and they were looking at all their contracts for costs savings. Mr. Bates reiterated they have no issues with the SMO vendor.

b. ALMR Outreach Video and Brochure. Mr. Smith advised the council the video was completed and a link had been placed on the ALMR web site. He stated the OMO was still working on the brochure; Motorola® had some questions and he would get with Mr. Scott Stormo about them.

Mr. Bates stated there was a missed opportunity last year to do this type of venture and the more commissioner-to-commissioner dialogue that occurs is better.

Deputy Commissioner Vrabec stated the Department of Public Safety is committed.

Major Leveque asked if there was any way to wrangle the Department of Transportation and Public Facilities (DOT) into the mix and Deputy Commissioner Vrabec said he had no heartache with doing that at all.

Mr. Bates advised the DOT Assistant Commissioner is also the head of their Information Technology (IT) section, which presented an opportunity we didn't have before. He stated he was very optimistic.

Major Leveque briefed he liked how the video addressed that all the partners in the System had to move forward in sync.

Lt Spadafora advised the Chief meets with the City Manager every month and they are worried about the funds since their money comes from the State.

Mr. Bates stated other states have added a tax to phone calls as a means of funding their public safety communications, but he didn't know who would be right to push the idea forward.

Major Leveque advised that the State really needed to address interoperable communications funding across the spectrum. He stated the video developed the correct talking points to show ALMR is a benefit to the State, as a whole.

Chief Tucker advised the council the Fire Chiefs' Association meeting was the first week of February and he was available to help testify in front of the Legislature, if needed. He also stated he would brief the members of the association and share the video with them.

Mr. Woodall asked the council if they saw any utility in having General Handy mention ALMR during his briefing to the Senate Armed Forces Committee.

c. Municipality of Anchorage Exercise. Lt Ken Spadafora advised the council members they were participating with JBER in an "active shooter" exercise at the end of the month. He stated they had also installed EMER (emergency) buttons at all the schools.

8. Next Meeting. Deputy Commissioner Vrabec briefed the next meeting is scheduled for February 19, at 1:30 p.m. at 5900 E Tudor Road in the Enterprise Technology Services Conference Room.

9. Adjourn Meeting. Deputy Commissioner Vrabec asked if there were any other items for council discussion. Hearing none, he proposed the following motion.

Motion: Adjourn the January monthly Executive Council meeting.

A motion to adjourn was made by Deputy Commissioner Vrabec and seconded by Colonel Hoang.

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

The meeting adjourned at 2:32 p.m.

Harold Hoang, Colonel, USAF
ALCOM J6/Department of Defense Co-Chair
ALMR Executive Council

Distribution:

ALCOM/J6, Colonel Harold Hoang
SOA DPS, Deputy Commissioner Terry Vrabec
FBI, A/ASAC Steve Forrest
MOA, Lt Ken Spadafora
SOA ETS, Mr. Jim Bates
ALCOM/J60, LTC Glenn Mellor
SOA DPS, Major Matt Leveque
SOA ETS, Mr. Scott Stormo
ALCOM/J64, Mr. Timothy Woodall
OMO, Mr. Del Smith
MOA, Mr. Trygve Erickson