



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



MEMORANDUM FOR ALMR Executive Council

May 10, 2017

FROM: SOA Co-Chair

SUBJECT: May 18 Meeting Agenda

TO: See Distribution

1. Call to Order. Deputy Commissioner Bill Comer, State of Alaska (SOA) Co-Chair will call the meeting to order. The roll will be taken.

2. Opening Statements and Other Announcements.

3. Approval of Previous Meeting Minutes. (Deputy Commissioner Comer) Review of the draft minutes from the April Executive Council meeting. (Atch 1)

The following motion is offered to the council for consideration.

Motion: Approve April 20 Executive Council meeting minutes, as presented.

4. Old Business.

a. Grant Funding for ALMR. At the April meeting, Mr. Ocie Adams stated he was going to look into several grant funding opportunities that would be available in May.

b. Revenue Generation. At the April meeting, Mr. Rockwell stated there was no change from the last meeting.

Deputy Commissioner Comer stated he would check with the Office of Management and Budget (OMB) before the next meeting and also requested this item be kept open.

c. Cooperative Agreement Update. At the April meeting, Mr. Tim Woodall stated the document was still at the Base Legal Office for verification of the appropriate legal language.

d. Telephone Interconnect for the Transportable Communications System. At the April meeting, Mr. Woodall advised the goal was to have this resolved by June and get an agreement in place.

e. System Upgrade Assistance and Equipment End of Life. At the April meeting, Mr. Woodall advised they were beginning work on the contract and had the funding requirements identified.

Mr. Scott Stormo noted the language was also included in the State budget.

5. User Council Update. (Mr. Ocie Adams)

Letter of Admonishment.

6. Operations Management Office. (Mr. Del Smith)

- a. Quarterly Master Site rollover
- b. Annual Subscriber Audit Verification
- c. April System metrics (Atch 2)
- d. New ALMR RF sites
- e. MCC7500 installation status update

7. New Business.

Mr. Steve Noel, FirstNet - Region X

8. Next Meeting. (Deputy Commissioner Comer) The next meeting is scheduled for June 15, 2017, 1:30 p.m. at the Enterprise Technology Services Conference Room, 5900 E Tudor Road.

9. Adjourn Meeting. (Deputy Commissioner Comer)



Bill Comer, Deputy Commissioner
Department of Public Safety
ALMR Executive Council

2 Attachments:

- 1. Draft April Meeting Minutes
- 2. April System Metrics

Distribution:

SOA/DPS, Deputy Commissioner Bill Comer

ALCOM/ANR J6, Colonel Harold Hoang

FBI, ASAC Tony Jung

AML, Ms. Linda Murphy

MOA, Captain Dave Koch

SOA ETS, Mr. Jim Steele

SOA ETS, Mr. Scott Stormo

ALCOM/J64, Mr. Timothy Woodall

MOA, Mr. Trygve Erickson

SOA DOT, Mr. Ocie Adams

OMO, Mr. Del Smith



**ALASKA LAND MOBILE RADIO EXECUTIVE COUNCIL
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MEMORANDUM FOR ALMR Executive Council

May XX, 2017

FROM: DOD Co-Chair

SUBJECT: April 20, 2017, Meeting Minutes

TO: See Distribution

- 1. Call to Order.** Deputy Commissioner Bill Comer, State of Alaska (SOA) Co-Chair called the meeting to order and the roll call was read.
- 2. Opening Statements and Other Announcements.** Deputy Commissioner Comer asked if there were any opening statements or special announcements. There were no responses.
- 3. Approval of Previous Meeting Minutes.** Deputy Commissioner Comer asked the Executive Council (EC) members if they had reviewed the March meeting minutes and if they had any changes. Hearing no requests for changes, he requested a motion for their approval.

Motion: Approve the March 16 Executive Council meeting minutes as written.

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

4. Old Business.

a. Strategic Transportation Improvement Plan (STIP) Application. Deputy Commissioner Comer asked Mr. Ocie Adams if ALMR had applied for the STIP and Mr. Adams stated the application was submitted but the Federal Highway Administration (FHWA) had declined to approve the application.

Mr. Adams stated he was still looking into the possibility of more grants, which would be opening in May.

b. Revenue Generation. Deputy Commissioner Comer asked Mr. John Rockwell for an update.

Mr. Rockwell stated there was no change from the last meeting and he had nothing additional to bring to the table.

Deputy Commissioner Comer requested the item be kept open and he would reach out to the Office of Management and Budget (OMB) before the next meeting.

c. Cooperative Agreement Update. Mr. Tim Woodall advised they were still waiting on the Judge Advocate General (JAG) to finish modification of the language regarding Federal agency authority to be involved in a cooperative.

Colonel Hoang stated he had tagged them a couple of times and had also sent an email on Monday, but had gotten no response. He noted coordination with the services was already completed and whatever language changes came from the JAG, it would not affect the prior coordination.

d. Telephone Interconnect for the Transportable Communications System. Mr. Woodall stated there had been no action taken on this since the last meeting, but the goal was to have this resolved by June and get an agreement in place with the State.

e. System Upgrade Assistance and Equipment End of Life. Mr. Woodall briefed the Department of Defense (DOD) was starting their contact process and had identified the funding requirements. He advised the contract action had to be in place by May/June 2018.

Mr. Scott Stormo noted the language was included in the State budget, as well.

Mr. Woodall reiterated that all three entities – DOD, SOA and the Municipality of Anchorage (MOA) – have to upgrade at the same time or the zones will not be interconnected.

Mr. Rockwell asked who was coordinating with the MOA and Mr. Stormo stated the MOA was waiting until the SOA funding was in place before they requested the funds.

Mr. Woodall advised he believed they could do an amendment off the current contract once the funding was in place.

Deputy Commissioner Comer asked Colonel Hoang if this item should be kept open and Colonel Hoang replied in the affirmative.

f. Risk Management Framework (RMF). Mr. Woodall briefed ALMR had received a conditional Authority to Operate (ATO) effective December 2016. He noted the process was expected to be completed by December 2017 with a full ATO which would be good for three years.

Assistant Special Agent in Charge (ASAC) Tony Jung asked how this applied to the requirements for the Federal Non-DOD agencies and who accredits the System.

Mr. Woodall provided a background explanation of the certification process and that it follows the Federal Information Security Management Act (FISMA) requirements for Federal Non-DOD agencies.

Colonel Hoang verified the DOD is responsible and pays for the certification and that he is the certifying official as the Chief Information Officer (CIO).

5. User Council Update.

Mr Ocie Adams briefed there was nothing to bring to the Executive Council today.

6. Operations Management Office.

a. Quarterly Master Site rollover. Mr. Smith advised the rollover was scheduled for April 26 and 27 and it would work much the same as the last rollover. He noted there would be a technician at each site. The Operations Management Office (OMO) and the System Management Office (SMO) would contact dispatch centers each morning prior to event. Mr. Smith noted during the last rollover it took approximately 20 – 45 seconds for each zone to complete and the sites were in site trunking during that time.

b. Annual Subscriber Inventory. Mr. Smith reminded the council of the on-going audit and advised that 99 out of the 126 agencies had returned their confirmation forms. He stated he would start making calls to the outstanding agencies on the Monday after the suspense date.

c. March System metrics. Mr. Smith briefed that there were 1,112,750 voice calls, which was up from February by approximately 75K and the busies were down

d. Excessive Busies. Mr. Smith advised during the previous weekend when the Vice President came through, there were 308 busies at the Ted Stevens Anchorage International Airport site. He explained looking at the voice traffic there were several Trooper talkgroups in play and he would be meeting with Lieutenant Fussey next Monday to discuss how everyone needs to be cognizant of the resources available.

e. Member Radio on Auction Site. Mr. Smith advised the council a couple of weeks ago, the Help Desk received a call from a radio technician about a radio he was given to program that had been purchased through a surplus auction web site that had an ALMR codeplug in it.

Mr. Smith stated after some research, the owning agency was identified. He noted the radio had been inhibited in 2014 so it could not access the System but it was not properly cleared before being surplus.

Mr. Smith advised the OMO distributed a notice to all member agency points of contact regarding their responsibilities for equipment accountability and sanitization.

Deputy Commissioner Comer asked if there were any consequences and Mr. Smith advised him the OMO would present it to the User Council at their May meeting for a decision on any actions to be taken and would then brief the Executive Council on the recommendation from the UC on any action to be taken.

f. Mr. Smith notified the council the revised Service Level Agreement was finalized on April 10 and re-posted to the web site.

7. New Business.

a. State of Alaska Contract. Mr. Woodall briefed the council that when the maintenance contract was executed through the SOA it created some unforeseen circumstances on how DOD pays invoices. He explained because the DOD did not execute a separate contract under the Federal Acquisition Regulation (FAR), the SOA sends a paper copy of the invoice to the Defense Finance and Accounting Service (DFAS) and they can take 90 – 120 days to post the payment, because there are no rules which state they must approach this process in the same manner they are required to do with a contract where invoices must be paid in 30 days or interest comes due.

Mr. Woodall stated the proposed solution was to get “Manny” and the DOD contracting office together and implement a sole source contract to the SOA or to Motorola directly in order to get it into the automated DFAS system. He explained there are no rules in place to deal with the new community partnership process implemented by Congress so they may also have to go through the legal office to the Air Staff level to resolve this problems.

Colonel Hoang promised to get together with the SOA and the Finance Office and figure out a long-term solution to automate this process.

Mr. Woodall stated another issue involved in this new process was getting contractors access to the base. Normally, the Contracting Office verifies the names against the contract but there is no contract. Mr. Woodall signed as the Contracting Officer Representative in the end to resolve this particular issue.

b. Ernestine Mountain Site Power. Mr. Stormo stated the power line to the Ernestine Mountain site broke last December. A generator was then installed, which has a 30-day run time. He noted they have also been working with Copper Valley for a back-door circuit out of Cordova until the power line is replaced.

c. New ALMR Sites. Mr. Stormo advised the council that the paperwork completed and a contract with Motorola for two news RF sites at Delta Junction and Knik had been awarded yesterday.

d. State of Alaska Telecommunications System (SATS) Request for information (RFI). Mr. Stormo stated an RFI was in the works on SATS. He briefed they were looking for input or suggestions on how to keep SATS current/functioning.

Mr. Stormo stated they were looking more for ideas/conversation, but this is not an RFP. He advised one of the commercial providers had already approached them about co-locating equipment on the State towers via lease. Mr. Stormo briefed this is done in other parts of the country, but this type of co-location endeavor normally has a dedicated staff to manage the process. He emphasized the State doesn't have a process in place, let alone a staff to support it.

Mr. Rockwell asked when the RFI would be on the street and Mr. Stormo stated it could be in the next few weeks, depending upon the other Chief Information Officer (CIO) tasks within the State.

8. Next Meeting. Deputy Commissioner Comer advised the group that the next meeting is scheduled for May 18, 2017, 1:30 p.m. at the Enterprise Technology Services Conference Room, 5900 E Tudor Road.

9. Adjourn Meeting. Deputy Commissioner Comer asked the group if there was any further discussion and hearing none requested a motion for adjournment.

The motion was made by Colonel Hoang and seconded by Deputy Commissioner Comer. There were no objections. **The motion was carried and approved.**

The meeting adjourned at 2:45p.m.

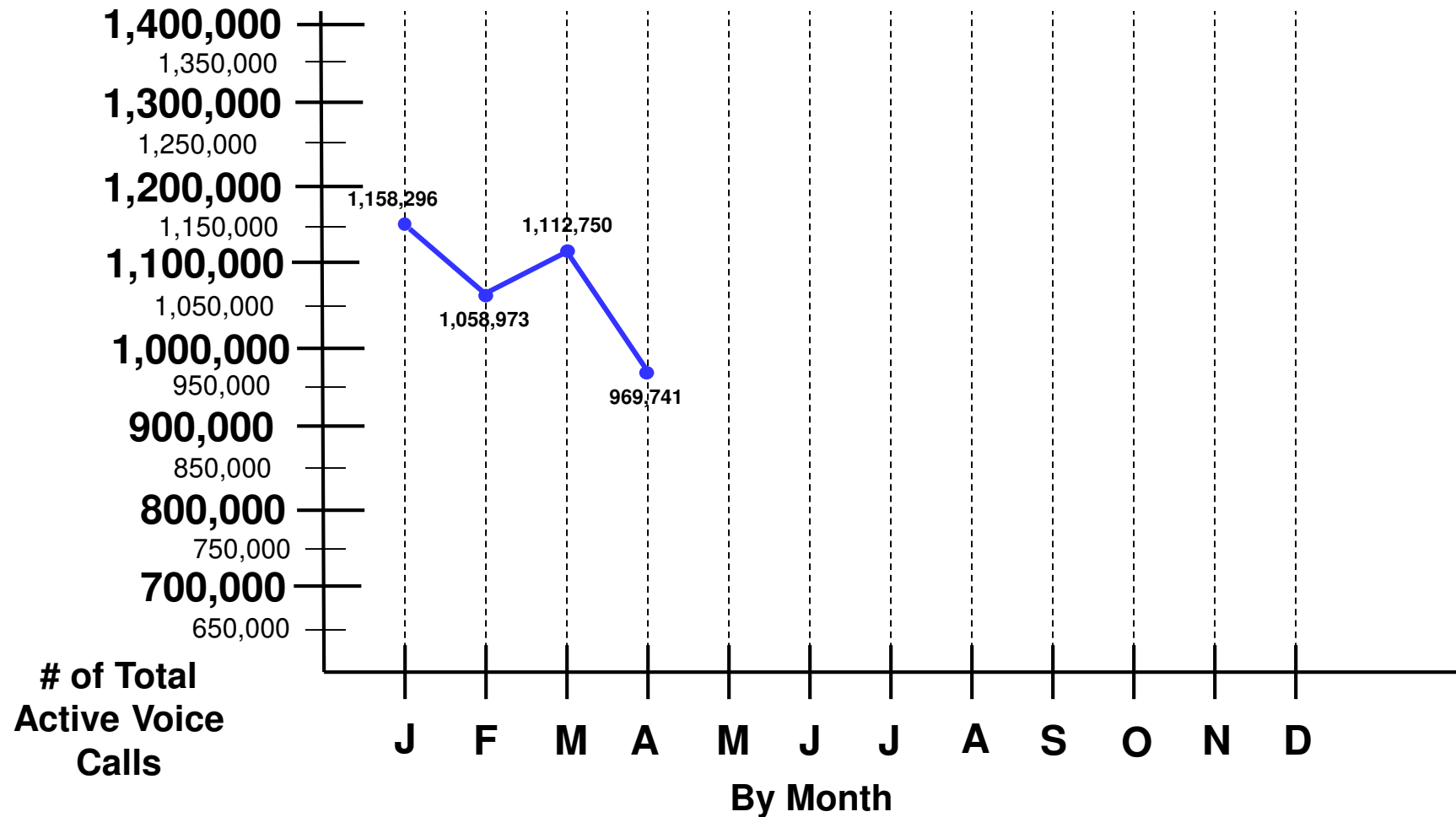
Bill Comer, Deputy Commissioner
Department of Public Safety, State of Alaska
ALMR Executive Council

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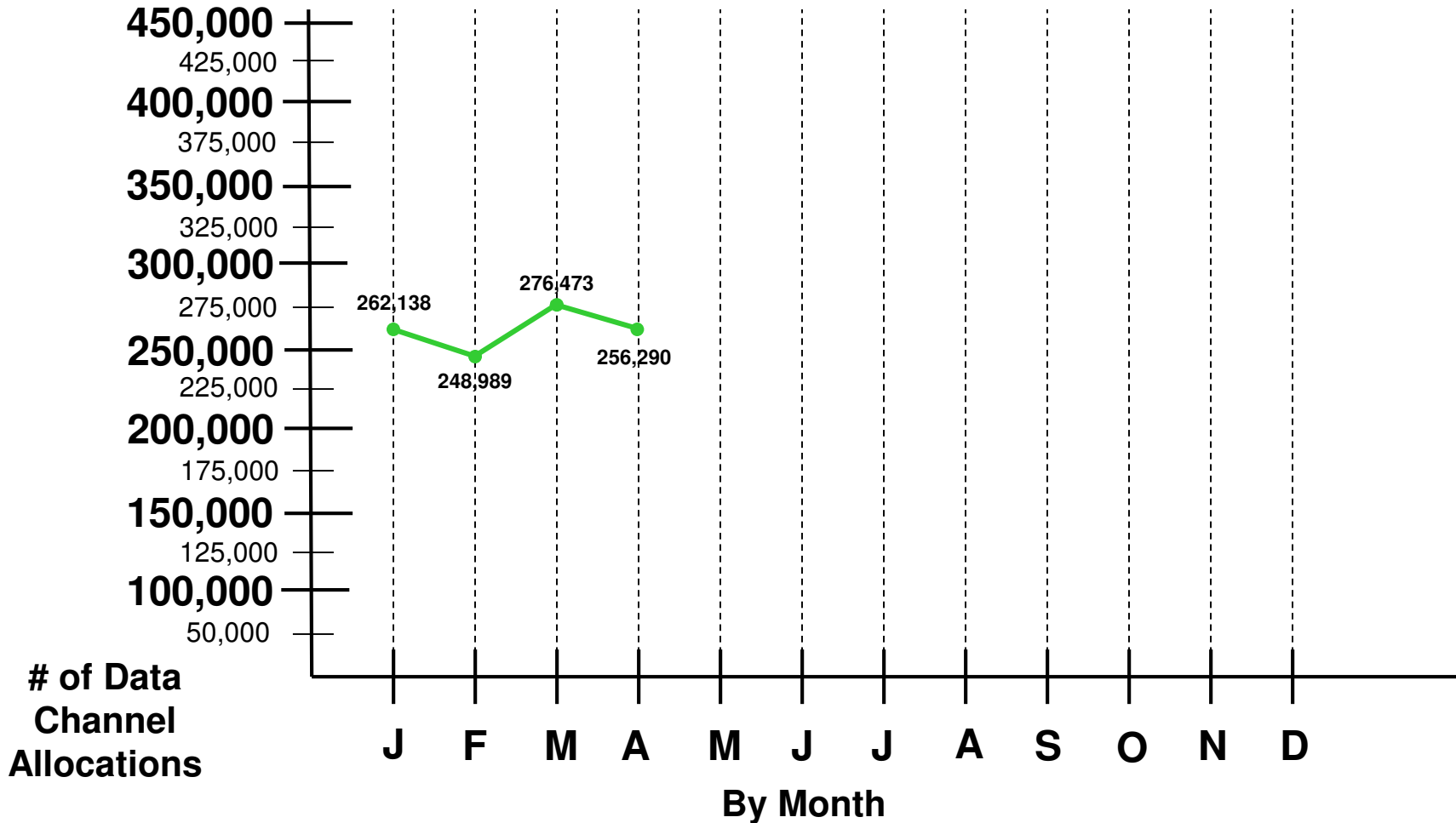
2017 System Performance

Active Voice Calls



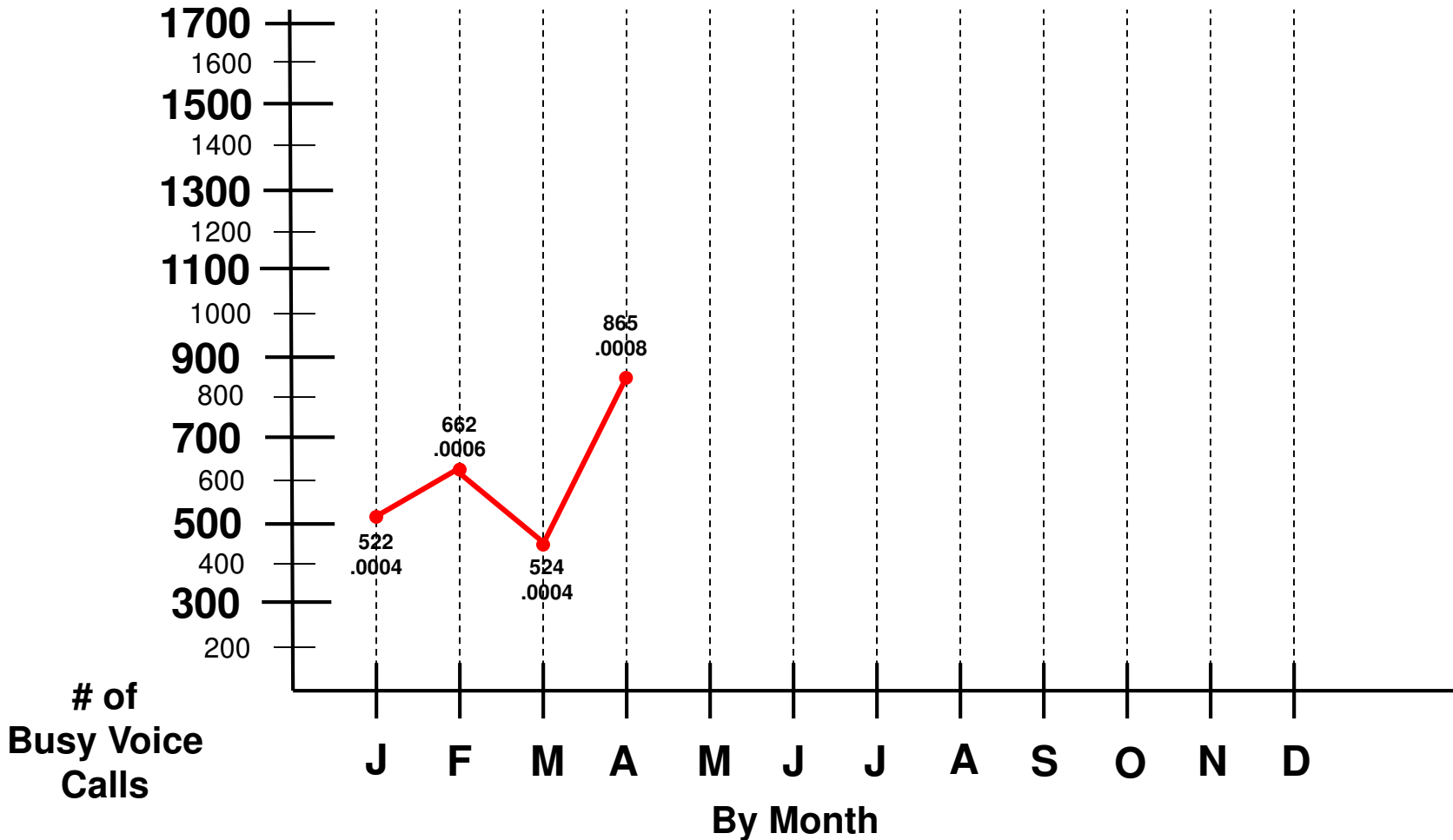
NOTE: April has five days of data collection missing for Zone 2 due to Genesis software update issue.

2017 System Performance Data Channel Allocations



NOTE: April has five days of data collection missing for Zone 2 due to Genesis software update issue.

2017 System Performance Busy Voice Calls



NOTE: April has five days of data collection missing for Zone 2 due to Genesis software update issue.

FROM: ALMR Executive Council

TO: (agency to be inserted)

SUBJ: Letter of Admonishment

1. On April 8, the ALMR Help Desk received an email from a radio technician not associated with any agency on ALMR, who had been given a subscriber unit to program from an individual who purchased the unit on a surplus equipment website. It contained a code plug fully loaded with ALMR talkgroups. This information could have provided the purchaser with unimpeded access to the ALMR System and put other agencies operating on ALMR, and the System itself, in jeopardy.
2. The details of this incident were relayed by the Operations Manager to the User Council at their May 3 meeting. The collective recommendation of the User Council was passed to the Executive Council for their consideration and decision on any action to be taken.
3. By signing the ALMR membership agreement, agencies agree be cognizant of, and to follow, all System guidelines, procedures and protocols. Two such procedures were clearly violated by your agency with the improper disposition of this subscriber unit.
4. Therefore, the Executive Council hereby admonishes your agency for failure to comply with the Information Systems Clearing and Sanitization Procedure 200-4, which covers the required sanitization of subscriber units prior to disposal, and with the Asset Management Procedure 400-8, which identifies agency responsibilities for subscriber accountability.
5. We sincerely hope you have now put in place the proper procedures and accountability measures to ensure a situation such as this does not recur. A repeated violation by your agency could result in termination of your membership agreement.

Bill Comer, Deputy Commissioner Department of Public Safety
State of Alaska Co-Chair

Colonel Harold Hoang, ALCOM/ANR J6
Department of Defense Co-Chair

ASAC Tony Jung, FBI
Federal Non-DOD Co-Chair