



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



MEMORANDUM FOR LMR EXECUTIVE COUNCIL

April 22, 2005

FROM: DoD Co-Chair

SUBJECT: March 31, 2005 ALMR Executive Council Meeting Minutes

TO: See Distribution

Colonel Hooks, Executive Co-Chairman, called the meeting to order at 5900 E. Tudor Road at 1:40 PM.

Roll was taken and documented.

Executive Council Attendees:

Colonel Hooks, Ms. Heather Handyside (Via Phone), Commissioner Bill Tandeske (Via Phone) and Mr. John Madden

ALMR Project Team Attendees:

Tim Woodall, Jim Robinson, Mike Callahan, Dean Strid, Steve Eason, Sharon White, Joe Quickel, Kyle Sinclair, and Karen Felts.

Guest Attendees:

Trygve Erickson, Municipality of Anchorage, Bill Rasmussen, State Homeland Security, and SOA Division of Legislative Audit Val Tangen, Pauline Henriques, and Monica French.

Minutes

The 10 March 2005 meeting minutes were read. Ms. Heather Handyside made motion to approve the minutes. Commissioner Tandeske seconded. Motion carried.

Old Business

ALMR Project Status:

See attached report.

Northern Edge '05

Final planning conference is scheduled for May 17-19th. What is needed in terms of ALMR involvement should be finalized during this venue. A Motobridge demo at the Final Planning Conference location is being planned and coordinated with Motorola. Transportable system is under design development and should be on track for production and deployment to Whittier in support of exercise activity at that location.

State Funding

Mr. Callahan reported that the \$12 million emergency supplemental request has been signed by the Governor. The 2006 workplan cost is currently being developed. Clarification provided by Ms Val Tangent, State of Alaska Legislative Audit Office revealed that \$6M of the \$12M was provided during this session, and that the remaining \$6M still required legislative approval.

Fleetmapping

Ms. Handyside asked for brief summary of the results of the fleetmapping sessions. Mr. Woodall reported the fleetmapping was not well attended, but that the training was good. And they are doing follow-ups with attendees.

ALMR Tri-Borough Project:

Tri-Borough would like to see the Total Cost of Ownership Report. Colonel Hooks said each Executive Council member has been briefed and can give a portion of the report to the Tri-Borough representatives.

Executive Council Focus Areas:

Total Cost of Ownership:

Delivery date for the Total Cost of Ownership Cost Share Plan is the third week of April. Col Hooks stated that his plan is to share with the Executive Council a week or so after receiving the report, and follow that presentation with the same approach as he used to share the initial report. That is he would personally provide the report if requested to the DMVA and DOA Commissioners.

Program Office:

Ms. Handyside requested that the motion to identify Program Managers for each major agency be tabled until a better definition of what the Joint Program Managers responsibilities are has been developed. The motion was tabled until the next ALMR Executive meeting.

Col. Hooks tasked the Program Managers to define roles and responsibilities of the Joint Program Managers and present this document at the next Executive Council meeting.

There was also a discussion about performance metrics and how they need to be defined as part of the Program Managers' responsibilities. It was pointed out by

Mr. Woodall that the need for the cooperative stake holder PM or representative was to ensure that clear and open collaboration was occurring between cooperative agencies, where those actions touched direction or stated goals of the Executive Council. That even if an agency was not fully participating as a full stake holder in ALMR, that collaboration to insure that planning is exercised with relationship to achieving interoperability between ALMR infrastructure and other agency systems. Mr. Woodall stated the need is for collaboration among all cooperative partners to ensure ALMR EC direction and goals are being met.

New Business

Program Action Change Process:

Mr. Callahan presented the Program Action Change Process. The Change control process was described as critical to ensuring critical changes are coordinated and impact and risk properly assessed before the change is enacted. Mr. Callahan Asked the Executive Council to approve the proposed Change Process. Motion was made by Colonel Hooks. Mr. Madden second. Motion carried.

Alaska Land Mobile Radio Communications System Cooperative Agreement

The Executive Council adopted the Communications System Cooperative Agreement as a Strawman Draft May 3, 2003. The Executive Council discussed and approved the need to move forward by sending the Strawman Draft out for review by all cooperative members to include a legal review so that the document can be finalized and enacted. Col Hooks emphasized that ALMR is in the critical six-month period building up to beneficial use and that this agreement is one among many that each agency will need establish and approve.

Col Hooks stressed that the Strawman Draft needs to go final by the end of August to facilitate the Council's goal of meeting beneficial use status on the system. Col Hooks posed the question who is required to sign? He ask the co-chair members to get this review done in the next 30 days if possible.

Beneficial Use

The Executive Council's discussed and agreed upon the following stated goal: To have beneficial use plan in the Northern Zone by the end of July 2005 and to have Roadway beneficial use in October 2005. Mr. Woodall added that DoD had contracted for and would be adding two new team members to develop plans and agreements. It was discussed and agreed upon that the subject agreements need to be in place by the end of July.

Users Council

Mr. Woodall requested the Executive Council consider a motion to approve Article 9 of the Strawman Communications System Cooperative Agreement as the documented direction for administration for establishment of the User's Council. Colonel Hooks proposed that Article 9 from the Strawman.

Communications Cooperative Agreement be used as direction for the establishment, administration and operation of the Users Council. This motion was not brought to a vote, as during discussion Ms. Handyside expressed that it is desired that an executive level overview (one page) of the major User's Council responsibilities be drafted to assist the co-chairs in understanding and determining whom should serve on the User's Council. Ms Handyside presented a motion that a user-friendly version of this section be created. Col. Hooks seconded the motion and the motion was carried. Col Hooks then directed this task to Mr. Calihan for action.

Homeland Security Grant Money

Mr. Bill Rasmussen from SOA Homeland Security reported that grant requests have come in for local communities. He expressed concern with the Municipality of Anchorage's request for transceivers that operated on 800Mhz vice VHF spectrum. A long discussion ensued in an effort to assist everyone concerned that the Municipalities choice to implement 800Mhz instead of VHF did not preclude full level 6 interoperability between the MOA and the agencies on ALMR. The technology facilitates different spectrum solutions required by user agencies as part of the APCO Project 25 standards. It was reemphasized that each agency has its autonomy in selecting the technology that it employs, but that in the cooperative partnership it is a priority and commitment by each to choose to implement the APCO 25/TIA 102 standards and to ensure interoperability can be achieved that meets the secure, on-demand and in-real-time definition.

Next Meeting

The next Executive Council meeting is tentatively scheduled for Thursday April 14, 2005 at 1:30 PM at the ETS Building at 5900 E. Tudor Road subject to Executive Council availability.

Adjournment

A motion was made by Col. Hooks to adjourn the meeting. Motion was seconded. Without further discussion the motion carried. Regular Executive Council meeting adjourned at 3:36 PM.

Colonel Joel Hooks, USAF
Department of Defense, Executive Co-Chair