



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



Memorandum for ALMR Executive Council

November 28, 2007

FROM: DOD Co-Chair

SUBJECT: October 29, 2007 ALMR Executive Council Meeting Minutes

TO: See Distribution

Executive Council Members Present:

Commissioner Walt Monegan	State of Alaska (SOA), Department of Public Safety
Mr. Hans Neidig	Department of Interior, Special Asst to the Secretary
Colonel Kristine Clifton	Department of Defense (DOD) Alaskan Command
Ms. Heather Handyside	Alaska Municipal League

ALMR Project Team Members and Guests Present:

Mrs. Rachael Petro	Deputy Commissioner, SOA Dept of Administration
Mr. Tim Beck	President, Alaska Municipal League
Ms. Kathie Wasserman	Executive Director, Alaska Municipal League
Mr. Del Smith	Operations Manager
Major Matt Leveque	User Council Chair (via telephone)
Deputy Chief Brad Johnson	User Council Vice Chair
Mr. Tim Woodall	Department of Defense Project Manager
Mr. Jim Kohler	State of Alaska Program Manager
Mr. Tryvge Erickson	Municipality of Anchorage Project Manager
Mr. Joe Quickel	Department of Defense Project Team
Chief Doug Schrage	President, Alaska Fire Chief's Association
Chief Jeff Tucker	First Vice President, Alaska Fire Chief's Association
Ms. Karen Morgan	Westmann & Associates, Inc.
Mr. Joel Nolan	MGT of America, Inc.
Ms. Betty Svensson	Alaska Municipal League
Ms. Sherry Shafer	Operations Management Team

1. **Call to order.** Colonel Clifton called the meeting to order at 1:40 p.m.

2. **Opening Statements and Other Announcements.** Mr. Beck stated that Ms. Wasserman would be a late arrival because her flight from Juneau had been delayed. He also stated he would represent the Alaska Municipal League for this meeting.

3. Approval of Previous Meeting Minutes (September 5, 2007). Mr. Beck asked for clarification concerning the motion on page 2. Ms. Handyside noted that the motion was to clearly identify the correct Statewide Interoperability Executive Committee. The motion to accept the minutes was made by Mr. Neidig and seconded by Commissioner Monegan. **The motion was carried and approved.**

4. Old Business. Cooperative Agreement.

Colonel Clifton gave a brief history of the ALMR project and highlighted previous agreements that shaped the procurement and implementation of the ALMR system that exists today. She stated the Cooperative Agreement will lay the framework for the operations and maintenance of the cooperatively shared infrastructure implemented under the original MoU/As. The agreement underwent extensive review and editing. For the DOD, the Commander of Alaskan Command had signed the agreement, indicating DOD's commitment to moving forward.

Mr. Neidig stated for the Non-federal DOD entities, he had sent the draft document out to some of the other agencies and had received no negative comments. He expected approval NLT 15 November from the remainder of the agencies.

Colonel Clifton stated that the DOD has been shouldering the ALMR Operations and Maintenance (O&M) contract and needed a signed Cooperative Agreement in order for the State of Alaska to apply funds to the contract and share the cost burden. She stated she was concerned about the recent information that the Alaska Municipal League may not be a signatory to the agreement. She stated it was the sincerest desire of the DOD and the ALMR Executive Council to retain the Alaska Municipal League as a full partner. Since all emergencies typically start and end in the local jurisdiction, having the local voice on the Executive Council has been paramount to the success of the system.

At this point Colonel Clifton turned the floor over to Mr. Beck, representing the Alaska Municipal League.

Mr. Beck stated that the Alaska Land Mobile Radio system is part of a policy packet and that the document needed to be clearer that membership was "at no cost to local communities". He admitted the Alaska Municipal League had not previously thoroughly coordinated and reviewed the document, but stated as it was currently written, it exceeded the scope and authority of the Alaska Municipal League. The Alaska Municipal League still wanted to participate but the fiscal implications were of concern as well as the administrative support requirements. Their goal was for the Alaska Municipal League to serve as a portal but for the representative to be from the actual user community. That was how the Alaska Municipal League became part of the process to begin with; at the suggestion of Representative Whitaker and others in the legislature, a local government agency needed to be on the council to provide local input into the process.

Colonel Clifton then asked if the Executive Council could work with the Alaska Municipal League to make the Cooperative Agreement more agreeable. Mr. Beck agreed and

stated he planned to take the information from the meeting, come up with a plan to facilitate a solution, and bring the matter to the Alaska Municipal League Annual Meeting taking place next week. Commissioner Monegan asked Mr. Beck if the agenda included a presentation on ALMR so that members had an understanding of ALMR. Mr. Beck stated it would be acceptable to present a briefing to the Board of Directors' meeting on 6 November. Ms. Petro stated she would be happy to have a State of Alaska representative there. She suggested it may be a good idea to have representatives from the Operations Management Office and the User Council there as well. She explained to Mr. Beck that the signed Cooperative Agreement allows the State of Alaska to cut a check to the Department of Defense to help fund the operations and maintenance of the system, but does not commit the State to doing so. The follow on agreements are what individual agencies and users will sign and by doing so will agree to the associated costs. Mr. Neidig stated that was the foremost question he received from his representative agencies, "What are the costs?" The Cooperative Agreement is just an umbrella agreement and there are no associated costs.

Mr. Beck requested to table the discussion until Ms. Wasserman arrived.

The meeting broke at 2:25 p.m. for a brief recess and reconvened at 2:42 p.m.

5. New Business. Total Cost of Ownership presentation. Mr. Woodall provided a brief history of the previous Total Cost of Ownership effort. Mr. Joel Nolan, MGT of America, Inc., was then introduced by Mr. Tim Woodall to brief the members on the current TCO effort. During the presentation, Mr. Nolan requested approval of the shared infrastructure cost share components and the introduction language associated with the first two sections of the TCO contract deliverable. A proposed motion was made, but after some discussion, it was changed to an action item. Council members were asked by Col Clifton to read the attachments provided with the meeting agenda via email distribution (TCO Introduction and Shared Infrastructure Cost Components) and be prepared to approve or propose changes, as required, by 10 November 2007. **(Open)**

6. ALMR Project Status. No discussion - provided per status reports.

7. User Council. Provided by Deputy Chief Brad Johnson, Vice Chair.

a. Any major action items are contained in the Operations Management Office report; they parallel the User Council issues.

b. Side-by-side radio testing had been conducted in the Fairbanks area to resolve the previously identified radio issues. Most of the issues seem to be resolved.

Ms. Handside asked about the ALMR Cost Share White Paper that was requested at the Annual User Council Meeting. Deputy Chief Johnson stated the paper was in still in draft format but had been through several reviews and updates.

8. Action Item Review and Update. Not addressed this meeting.

9. **Operations Management Office (OMO)**. The OMO update was provided in hard copy (Atch 1).

10. **Next Meeting**. The next meeting is tentatively scheduled for November 29, 2007, 1:30 p.m. at 5700 E. Tudor Road at the Alaska State Trooper training conference room.

11. **Adjourn Meeting**. Mr. Beck made a motion to adjourn the meeting, which was seconded by Colonel Clifton. Without further discussion, the Executive Council Meeting adjourned at 3:32 p.m.

Kristine M. Clifton

KRISTINE M. CLIFTON, Colonel, USAF
Department of Defense, Executive Co-Chair
Alaska Land Mobile Radio Executive Council

1 Atch:
Operations Management Office Update

Distribution:

SOA DPS, Commissioner Walt Monegan
FEA DOI, Mr. Hans Neidig
ALCOM/J6, Colonel Kristine Clifton
AML, Mr. Tim Beck
OMO, Mr. Del Smith
UC, Major Matthew Leveque
ALCOM/J64, Mr. Timothy Woodall
SOA DOA, Mr. Jim Kohler
MOA, Mr. Trygve Erickson

ALMR
Operations Management Office

Update report for EC meeting of October 29, 2007

- The source of interference to the ALMR Ester Dome receive frequency antenna has been identified as Sourdough Fuel operating on 451.775 MHz. Company was contacted and the interference issue resolved.
- Concurrent testing of EFJ and Motorola radios at specific designated locations identified by local users was conducted in the Fairbanks area, October 15-17, 2007 with participation by the ALMR System Management office personnel, EFJ and Motorola staff, and local emergency responders. Modifications to EFJ software have apparently mitigated most the concerns of the users in the area. An issue still remains with regard to EFJ radios and site affiliation preferences, which needs to be resolved with EFJ.
- Discussion and coordination with SOA ETS to develop a transition plan with regard to de-confliction continues. No additional progress to report at this time.
- User Council Annual meeting received positive reviews by User Council members and other attendees. A survey conducted subsequent to the meeting strongly supported similar meetings at least annually.
- Second quarterly ALMR Insider newsletter was distributed on October 15.
- Tok area EMS continues to utilize the "practice" talk groups and has not, at this time, signed a beta membership agreement.
- At the request of Chief Mark Beals, on October 23, the OMO staff provided training on the ALMR system, fleet mapping and subscriber unit use at Bear Creek Volunteer Fire facility to personnel from Bear Creek VFD, Seward Fire Dept., USFS, Seward Volunteer Ambulance Corp., Cooper Landing Emergency Services, Moose Pass EMS, and Providence Hospital Seward.