



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



MEMORANDUM FOR ALMR Executive Council

March 16, 2017

FROM: DOD Co-Chair

SUBJECT: January 24, 2017, Meeting Minutes

TO: See Distribution

Executive Council Members Present:

Colonel Harold Hoang	Department of Defense (DOD) – Alaskan Command (ALCOM)/J6
Deputy Commissioner Bill Comer	State of Alaska – Department of Public Safety
ASAC Adam Pierce	Alaska Federal Executive Association - Federal Bureau of Investigation
Ms. Linda Murphy	Alaska Municipal League (AML)

ALMR Support Team Members and Guests Present:

Mr. Ocie Adams	User Council Chair (via teleconference)
Mr. Del Smith	Operations Manager
Mr. Jim Steele	Enterprise Technology Services (via teleconference)
Mr. Scott Stormo	Enterprise Technology Services
Mr. Tim Woodall	DOD ALMR Program Manager
Mr. John Rockwell	Department of Public Safety
Ms. Sherry Shafer	Operations Management Office (via teleconference)

1. Call to Order. Colonel Harold Hoang, Department of Defense (DOD) Co-Chair called the meeting to order and the roll call was read.

2. Opening Statements and Other Announcements. Colonel Hoang asked the group if there were any opening statements or special announcements. There were no responses.

3. Approval of Previous Meeting Minutes. Colonel Hoang asked the Executive Council (EC) members if they had reviewed the November meeting minutes and if they had any changes. Hearing no requests for changes, he requested a motion for their approval.

Motion: Approve the November 17 Executive Council meeting minutes as written.

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

4. Old Business.

a. Strategic Transportation Improvement Plan (STIP) Application. Mr. Ocie Adams stated he was waiting for an appointment with the FHWA to present the proposal but it had not been set up yet. He noted he would send an email to the council once the meeting was scheduled.

b. Revenue Generation. Deputy Commissioner Comer asked Mr. Jim Steele if he had an update and Mr. Steele deferred to Mr. John Rockwell who advised the council that he had gone through an exhaustive search of ideas and came up with the top four, which were still being vetted.

Mr. Rockwell shared that he looked at ideas like the 9-1-1 surcharge, various license fees, different types of taxes and subscriber fees and presented those to Deputy Commissioner Comer for review but felt it was premature to do any type of presentation at this time.

Mr. Steele stated that Mr. Rockwell had done a great job of pulling together sustainment methods from other states.

Deputy Commissioner Comer briefed he was in favor of the top four and felt it was time to share. He also stated he was not experiencing the negativity from the Legislature as in the past.

Mr. Tim Woodall asked if there were solutions included that addressed life cycle sustainment for the ALMR System and Mr. Rockwell responded that they were looking at a 10 – 20 year cycle including all equipment refresh. Mr. Rockwell also pointed out that they were looking at the components of the State of Alaska (SOA) Telecommunications System (SATS) and how it interplays with ALMR for a total cost.

Mr. Linda Murphy asked if they were only looking at ALMR as it is now or were they looking at possible expansion areas and Mr. Rockwell stated they were looking at it as it is today. He pointed out they were not in a position to make any assumptions on System expansion.

Mr. Woodall asked if the goal was 100 percent funding and Mr. Rockwell explained they had looked at it from two different viewpoints: how much funding could they get and how much did they need. He expressed whether they would ask for the higher amount depended on what revenue generation suggestions were accepted.

Colonel Hoang as if there was a schedule to meet based on the Legislative sessions and Mr. Rockwell noted that we were behind the curve because a lot of this would probably not be put forth to the Legislature until next year.

Mr. Del Smith stated it was doubtful the Governor would introduce anything new.

Deputy Commissioner Comer advised it was a good thing because there is now work happening toward some funding solution and the reception seemed to be more positive. He thanked Mr. Rockwell and Mr. Scott Stormo for their tremendous work.

Colonel Hoang stated that the council needed to continue to press this forward.

c. Cooperative Agreement Update. Mr. Smith advised that the Operations Management Office (OMO) had passed the agreement to Alaskan Command in November for their review and comment.

Mr. Woodall advised that the DOD legal office had reviewed it and it was now being coordinated through the services but he noted he had not given them a date that they had to respond by.

Mr. Smith advised there was no hard date just that it needed updating.

Mr. Woodall stated there had been a lot of discussion where it should be part of the Community Partnership Program but he argued that ALMR had a much broader scope than just a shared services cooperative and in the end the Staff Judge Advocate General (JAG) agreed it should stay a separate document.

Colonel Hoang advised that based on the calendar, and with Lieutenant General (Lt Gen) Wilsbach scheduled to testify on March 22 in front of the Legislature, a completion of the services review by early March would be desirable.

Mr. Woodall stated there shouldn't be too many questions from the services because most of the changes involved updating language from "program" to "operational" status.

Deputy Commissioner Comer stated that if either he or the Commissioner could be of assistance to Lt Gen Wilsbach when he was in Juneau, to let him know.

Mr. Woodall advised that they would be providing him talking points and a PowerPoint® briefing and Colonel Hoang stated there was a lot more to be done to get the right information in front of the boss.

Ms. Murphy stated she would not mind going door to door to talk with the Legislators if she could be of assistance.

d. Telephone Interconnect for the Transportable Communications System. Mr. Woodall stated the discussion regarding a memorandum of agreement or memorandum of understanding had not been completed, but they would work on it over the next month or so.

Mr. Stormo advised they had not concluded who would need to sign off on it either.

5. User Council Update.

a. Vacancies. Mr. Ocie Adams advised the Executive Council members that several nominations/appointments had been received since their last meeting in November.

1) Mr. Adams stated the User Council had received the appointment letter for the Joint Base Elmendorf-Richardson representatives and offered the following motion for their consideration.

Motion: Approve the appointment of Master Sergeant Dave Jennings and Staff Sergeant Anthony Williamson as the Joint Base Elmendorf-Richardson primary and alternate members to the ALMR User Council, respectively.

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

2) Mr. Adams advised that the User Council has accepted the nomination of Erann Kalwara as the new primary representative for the Southeast-Municipalities and offered following motion for their consideration.

Motion: Approve the appointment of Ms. Erann Kalwara, Juneau Police Department, as the primary Municipalities-Southeast representative to the ALMR User Council.

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

3) Mr. Adams stated the UC had also received the appointment letter designating the US Army Alaska representatives and offered following motion for consideration.

Motion: Approve the appointment of Lieutenant Colonel James Chastain and Mr. Thomas "Rick" Williams as the US Army-Alaska primary and alternate members to the ALMR User Council, respectively.

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

4) Mr. Adams stated a vacancy still existed for the primary U.S. Forest Service position, but the new Patrol Captain for the U.S. Forest Service was now on board and is expected to be named as the primary representative. He also noted the vacancy still existed for the alternate Municipalities-Southeast position, but he had contacted Capital City Fire Rescue about naming someone to the UC and was awaiting a decision from their Chief.

b. Annual Chair and Vice Chair elections. Mr. Adams advised the Executive Council that the annual elections for the Chair and Vice Chair positions were completed in December 2016 and Ms. Tammy Goggia was elected to the Vice Chair position and he was re-elected as the Chair

6. Operations Management Office.

a. Quarterly Master Site rollover. Mr. Del Smith advised the group the first quarter rollover would take place this week on the 25th and 26th. He explained that Motorola had installed a server at each Master Site and pushed the updates to the server first and over the course of the two mornings, the updates would be pushed to the alternate controller and then the main controller.

Mr. Smith noted there would be a technician on hand at each of the three Master Sites during the rollover. He stated the Operations Management Office (OMO) had teleconferenced with the affected dispatch agencies on January 11 to go over the sequence of events and also with the key ALMR staff on January 17 to walk through the process.

b. FY17 Membership Agreements. Mr. Smith advised the council the final membership from Clear AFS was received on Jan 20, closing out this action until the new fiscal year.

c. 2016 Business Case Update. Mr. Smith reminded the council members that the Business Case examines the Cooperative partnership between the State of Alaska and the Federal Government and validates that its continued existence is the correct solution for Alaska's interoperability needs and is updated annually. He stated the User Council had approved the update on Jan 11 and that it now required a vote of acceptance by the Executive Council and would be provided to the council via email after the meeting.

d. December 2016 System metrics. Mr. Smith stated the System voice calls were up approximately 170K from November and that busies were up concurrently by approximately 160. He noted there was nothing of concern with the changes.

e. Operations Management Office 2016 Annual Information Assurance Audit Report of Findings. Mr Smith stated that because the OMO is tasked with day-to-day oversight of the operational System, as part of their responsibilities, they randomly audit the

administration and controls of certain tasks required under the Information Assurance (IA) Program. He advised this report is a compilation of those audits performed throughout the year, was provided to the council for their information only and no action was required.

f. User Council 2016 Annual Assessment on System Operations and Management Performance. Mr. Smith reminded the council members that per the Alaska Land Mobile Radio (ALMR) Communications System Cooperative Agreement, Article 8 - User Council, Section 16.2, Performance Monitoring, *the User Council will monitor and evaluate the performance of the System, including the efficiency and effectiveness of its operation and management, as well as the performance of contracts and user agreements. The User Council will report to the Executive Council their assessment of the operational health of the System annually, or as requested by the Executive Council.*

Mr. Smith stated the report was prepared by the OMO, on behalf of the User Council, and was approved by a quorum of User Council representatives on Jan 9 and now required a vote of acceptance by the Executive Council. He noted the report would be provided to the council via email after the meeting for their action.

g. 2016 Cumulative System totals. Mr. Smith briefed the end of the year statistics and advised that 125 agencies were on the System utilizing 20,512 subscribers. He stated the total cumulative voice calls were 13,254,494, cumulative data allocations were 3,451,175 and the total cumulative busies were 6,309 which equated to four one hundredths of a percent of the total voice calls.

h. Cost Share Cooperative Agreement. Mr. Smith advised the council this had previously been accomplished on a yearly basis but could not find any documentation stating it was a requirement. He asked if under the new contract, it could be reviewed annually and only be updated when the terms and conditions changed.

Mr. Woodall and Mr. Stormo agreed that would be the way to go.

i. Annual Subscriber Audit Verification. Mr. Smith reminded the council members that the audit was a 2012 mandate from the Alaska Legislature and that the letters had been sent out to all agencies with a suspense date for response of April 28. He noted that 28 agencies have returned their verification forms, to date.

7. New Business.

a. System Change Request – Soldotna Gold Elite console replacement. Colonel Hoang noted this had been signed prior to the beginning of the meeting and no further discussion was required.

b. SOA Request for Information. Mr. Woodall asked if there was any further information on this issue.

Mr. Steele stated a brief summary had been provided to the Legislature through the Department of Administration (DOA) commissioner's office yesterday. He advised the message from the Legislature was that they were not going to be spending as much time on intent and focus more on the budget. Mr. Steele noted that he and Mr. Stormo were pulling together a presentation to have ready, in case it came up.

Mr. Rockwell stated the result was that there was nothing out there that could replace ALMR.

8. Next Meeting. Colonel Hoang advised the group that the next meeting is scheduled for February 16, 2017, 1:30 p.m. at the Enterprise Technology Services Conference Room, 5900 E Tudor Road. He stated he would be on the road, but Mr. Woodall was available to attend on his behalf.

9. Adjourn Meeting. Colonel Hoang asked the group if there were any other discussion items and hearing none requested a motion for adjournment.

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

The meeting adjourned at 2:38p.m.

HOANG.HAROLD.T
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Date: 2017.03.17 11:24:30 -0800

Harold Hoang, Colonel, USAF
ALCOM/ANR J6, Director C4 Systems
ALMR Executive Council

Distribution:

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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