



Alaska Land Mobile Radio

**ALMR User Council
Meeting Minutes**

Date: March 1, 2017

1. Attendance.

| | | | | |
|-------------|-------------------|-------------|---------------|--------------------|
| P = Present | T = Via Telephone | E = Excused | U = Unexcused | N/A = Not required |
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User Council Members

| Primary | | | | |
|---------|--------------|-------|-------|--|
| T | Adams | Ocie | Mr. | SOA DOT&PF, Chair |
| P | Brinley | John | Capt | Fed Non-DOD, US Forest Service (a/w EC confirmation) |
| N/A | Chastain | James | LTC | DOD US Army |
| T | Fronterhouse | Bev | Ms. | Fed Non-DOD, Bureau of Land Management |
| T | Goggia | Tammy | Ms. | Municipalities Central, Vice Chair |
| T | Jennings | David | MSgt | DOD USAF, JBER |
| T | Johnson | Brad | Chief | Municipalities Northern, Fairbanks PD |
| E | Kaizer | Bill | Mr. | Fed Non-DOD, FBI |
| T | Kalwara | Erann | Ms. | Municipalities Southeast |
| T | Martin | Chris | Mr. | DOD USAF, Eielson AFB |
| P | Morgan | Leon | Mr. | SOA DPS |
| T | Skinner | Nate | Mr. | SOA All Others, DNR Forestry |

| Alternate | | | | |
|-----------|-------------|---------|-------|---|
| E | Brown | David | Mr. | Fed Non-DOD, FBI |
| N/A | Cicciarella | Bob | Chief | Municipalities Central |
| P | Eubank | Greg | Mr. | SOA All Others, DMVA |
| N/A | Flowers | Alvin | Mr. | Fed Non-DOD, TSA |
| T | Gibbs | David | Mr. | Municipalities Northern, Fairbanks North Star Borough Emergency Manager |
| N/A | Jones | Dave | Mr. | DOD USAF, Eielson AFB |
| N/A | Kain | Paul | Mr. | Fed Non-DOD, USFS |
| N/A | Patz | Greg | Mr. | SOA DOT |
| P | Rockwell | John | Mr. | SOA DPS |
| P | Williams | Rick | Mr. | DOD, US Army |
| N/A | Williamson | Anthony | SSgt | DOD USAF, JBER |
| T | Wolfe | John | Mr. | Fed Non-DOD, US Fish & Wildlife Service |
| | VACANT | | | Municipalities Southeast |

Supporting Staff and Guests:

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| T | Conant | Travis | Mr. | System Manager |
| P | Nicholl | Jim | Mr. | Motorola Solutions |
| T | Richter | Bruce | Mr. | OEC Region 10 |
| T | Shafer | Sherry | Ms. | Document Specialist |
| P | Smith | Del | Mr. | Operations Manager |
| P | Stormo | Scott | Mr. | SATS/ETS Manager |



2. Meeting Minutes and Action Items.

| Agenda Item | Discussion | Action Items Assigned |
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| Call to Order | Mr. Ocie Adams called the meeting to order at 1:33 p.m. | |
| Roll Call | Roll call was taken and a quorum of User Council (UC) members was in attendance. | |
| Introduction of Guests/Special Announcements | Ocie welcomed Mr. John Brinley who is the new primary Federal Non-DOD US Forest Service representative. | |
| Previous Meeting Minutes | <p>Ocie asked the council members if they had any changes to the draft February minutes. There were no requested changes. Ocie requested a motion to approve the minutes.</p> <p>Motion: Approve the February 1 meeting minutes, as written.</p> <p>Motion: Mr. John Rockwell Second: Ms. Tammy Goggia</p> <p>There was no discussion and no objections. The motion passed.</p> | |
| Issues & Risks Log | Active Issues | Action Items Assigned |
| User Council Vacancies | <p>Item #57 remains open.</p> <p>Ocie advised the group the only remaining opening is for the Municipalities Southeast alternative representative and that he had a left a phone message for Chief Scott Heath, Haines Borough Police Department, to see if he'd be interested in joining the User Council.</p> | |
| | Pending Issues | |
| | There were no pending issues. | |
| | Issues Closed at, or since, last meeting | |
| | There were no issues closed. | |
| Action Items Review | Opened Items | Resolution |
| | Ocie noted there were no actions items from the February meeting. | |
| Operations Management Office | Mr. Del Smith, Operations Manager | Action Items Assigned |
| Unication Pager | 1. Mr. Del Smith advised the council that he planned on taking the pager with him to the International Wireless Communications Expo (IWCE) to return it to the vendor. He stated no one in particular had seen the need for it. | |
| Annual Subscriber Audit | 2. Del provided a brief history of the Alaska State Legislature audit of the ALMR System a few years back and | |



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| | <p>the single result from the year-long audit was ALMR must ensure agencies account for their subscriber units annually.</p> <p>Del reminded everyone that lost or stolen subscribers must be reported immediately so the ID can be blocked from the System and appropriate reports filed with law enforcement.</p> | |
| <p>February Document Reviews</p> | <p>3. Del stated the ALMR Concept of Operations (CONOP) and the Service Level Agreement (SLA) were both reviewed during February. He noted the CONOP was approved by the OMO with only minor changes.</p> <p>Del advised the SLA was sent to the User Council first for approval because it had been modified due to the changes to some of the maintenance processes resulting from the new contract. He stated it was now with the Executive council for their review and approval and then it would go to the cooperative partners for signature.</p> | |
| <p>System Metrics</p> | <p>4. Del advised the voice calls were down from February and busies were up slightly. He stated there were no incidents of concern during the month.</p> | |
| <p>MatSu Borough Assembly Special Presentation</p> | <p>5. Del briefed the council that he had listened to a special presentation to the MatSu Borough (MSB) Assembly, which took place on February 21. He noted the purpose of the briefing was to outline various courses of action for MSB regarding their public safety communications.</p> <p>Del advised MSB stated during the briefing they are currently utilizing ALMR as their backup communications system, while still operating their conventional VHF legacy system. He pointed out they were strongly considering going with a 700MHz system to be tied into the Anchorage Wide Area Radio Network (AWARN).</p> <p>Del pointed out the reason he was briefing the council was that several statements were made during the course of the MatSu presentation that he responded to via letter to the assembly, Mayor and Deputy Borough manager and he wanted to share those with the council members. He stated the first statement was that MSB has a lower priority than others on ALMR. Del emphasized that no Public Safety agency has a higher priority than another on the system.</p> <p>Del stated the second statement made was that MSB only had three channel available for use and one of those was the control channel. He advised there are 41 voice channels available to MSB from all the sites in the area.</p> <p>Del briefed the last statement made during the presentation that he responded to was that the claim was again repeated</p> | |



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| | <p>that MSB had been kicked off ALMR by an Alaska State Trooper (AST) during the Sockeye fire but he had never been able to find anyone at MSB or AST to corroborate this story.</p> <p>Del pointed out the one concern regarding 700MHz ability to penetrate building better that ALMR was true, but that a bi-directional antenna (BDA) system for ALMR was a solution that would alleviate in-building coverage issues.</p> <p>Del noted that he was not trying to change anyone's mind at MSB regarding ALMR but that he wanted to ensure the MSB Assembly had accurate information regarding some of the statements made during the presentation.</p> | |
| System Management Office | Mr. Travis Conant, System Manager | Action Items Assigned |
| Donnelly Dome Battery Plant | Mr Travis Conant stated he had received an email from the Army that the battery plant replacement for Donnelly Dome was now under contract and the batteries were on order. He promised to update the council once more information was known. | |
| State of Alaska | Mr. Scott Stormo, SOA | Action Items Assigned |
| SOA Budget | <p>1. Mr. Scott Stormo stated the FY17 supplemental budget and FY18 budget were amended to include \$4.5M to refresh the Zone Controller at Tudor Road and funding for the System Upgrade Assistance (SUA) program.</p> <p>Scott explained that the SUA updates could not go past the 7.17 software platform due to the use of GTRs in response from a question from Del. He advised the plan was to start paying for SUA in FY18 and continue over the course of four years, then they could address the needed equipment refresh.</p> | |
| System Expansion | <p>2. Scott advised the council there was a proposal at the Commissioner of Administration's office to execute a contract with Motorola® to put a site back in Delta Junction where the former site was in the State of Alaska (SOA) Telecommunications System (SATS) shelter prior to being moved to Fort Greely and to add a new site at Knik in the AWARN shelter.</p> | |
| Department of Defense | Mr. Tim Woodall, ALMR DOD Representative | Action Items Assigned |
| | Mr. Tim Woodall was not present for the meeting. | |
| New Business | Discussion | Action Items Assigned |
| | Ocie asked if there were any New Business items from the group and there were no responses. | |
| Next meeting | Discussion | |



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| | Ocie advised the next regularly scheduled meetings were April 5 and May 3. | |
| Adjournment | Discussion | |
| | <p>Ocie asked if there were any other comments or discussion items. Hearing none, he requested a motion to adjourn the meeting.</p> <p>Motion: Adjourn the March monthly User Council meeting.</p> <p>Motion: Mr. John Wolfe Second: Mr. Nate Skinner</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 1:56 p.m.</p> | |