



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, <b>Chair</b>
T	Brinley	John	Capt	Fed Non-DOD, US Forest Service
U	Chastain	James	LTC	DOD US Army
T	Goggia	Tammy	Ms.	Municipalities Central, <b>Vice Chair</b>
T	Jennings	David	MSgt	DOD USAF, JBER
T	Johnson	Brad	Chief	Municipalities Northern, Fairbanks PD
T	Kaizer	Bill	Mr.	Fed Non-DOD, FBI
T	Kalwara	Erann	Ms.	Municipalities Southeast
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
U	Morgan	Leon	Mr.	SOA DPS
T	Skinner	Nate	Mr.	SOA All Others, DNR Forestry
E	Wolfe	John	Mr.	Fed Non-DOD DOI, US Fish & Wildlife Service

Alternate				
N/A	Brown	David	Mr.	Fed Non-DOD, FBI
N/A	Cicciarella	Bob	Chief	Municipalities Central
P	Eubank	Greg	Mr.	SOA All Others, DMVA
T	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
N/A	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
T	Hallett	Kenneth	Mr.	Fed Non-DOD, Bureau of Land Management
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
N/A	Kain	Paul	Mr.	Fed Non-DOD, USFS
T	Patz	Greg	Mr.	SOA DOT
U	Rockwell	John	Mr.	SOA DPS
E	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD
E	Williams	Rick	Mr.	DOD, US Army
N/A	Williamson	Anthony	SSgt	DOD USAF, JBER

**Supporting Staff and Guests:**

P	Conant	Travis	Mr.	System Manager
P	Nicholl	Jim	Mr.	Motorola Solutions
P	Richter	Bruce	Mr.	OEC Region X Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
T	Smith	Del	Mr.	Operations Manager
P	Woodall	Tim	Mr.	ALMR PM/COR



2. Meeting Minutes and Action Items.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Call to Order</b>	Mr. Ocie Adams called the meeting to order at 1:30 p.m.	
<b>Roll Call</b>	Roll call was taken and a quorum of User Council (UC) members was in attendance.	
<b>Introduction of Guests/Special Announcements</b>	There were no guests or special announcements.	
<b>Previous Meeting Minutes</b>	<p>Ocie asked the council members if they had any changes to the draft May minutes. When asked, there were no requested changes. Ocie requested a motion to approve the minutes.</p> <p><b>Motion: Approve the May 3 meeting minutes, as written.</b></p> <p><b>Motion: Mr. Bill Kaizer</b> <b>Second: Mr. Nate Skinner</b></p> <p>There was no discussion and no objections. The motion <b>passed.</b></p>	
<b>Issues &amp; Risks Log</b>	<b>Active Issues</b>	<b>Action Items Assigned</b>
	There are no open items.	
	<b>Pending Issues</b>	
	There were no pending issues.	
	<b>Issues Closed at, or since, last meeting</b>	
	There were no items closed.	
<b>Action Items Review</b>	<b>Opened Items</b>	<b>Resolution</b>
	Ocie noted there were no actions items from the May meeting.	
<b>Operations Management Office</b>	<b>Mr. Del Smith, Operations Manager</b>	<b>Action Items Assigned</b>
<b>Annual Subscriber Audit</b>	1. Mr. Del Smith advised the council members there were two agencies who had not yet completed their annual subscriber audit verification forms but they were working with the Operations Management Office (OMO) and had received extensions on the suspense date.	
<b>Duplicate Subscriber IDs</b>	<p>2. Del briefed that during the course of the audit, an issue regarding duplicate IDs surfaced. He reminded the council members of the recent email distributed to them, as well as the 126 member agencies which addressed this situation.</p> <p>Del stated part of the problem is individuals who are not properly trained may be programming radios and when they clone the code plug they do not put in the exception for the</p>	



<p><b>Inhibited Radios</b></p> <p><b>May Document Reviews</b></p> <p><b>May System Metrics</b></p>	<p>ID, thus the entire programming is cloned including the radio ID. He stated one idea to fix the issue would be to delete all the duplicate IDs but that had a significant drawback as it would affect two radios per duplicate ID at a minimum, which was not a desirable result.</p> <p>Del asked Mr. Travis Conant, System Manager, to address the second possible solution.</p> <p>Travis noted that by pulling the System reports they could see the correct ID in the System and try to isolate it, then work directly with the owning agency to change that subscriber's ID to a new number. He stated at this point, the System would then recognize the duplicate ID and it could also be tracked down.</p> <p>Ocie stated he favored utilizing the most efficient method and that a change on the System Management Office (SMO) side doesn't affect the radio programming.</p> <p>Mr. Greg Eubank agreed this made sense.</p> <p>Bill requested the SMO contact the agency first to resolve the issue in house prior to any ID changes as it may be a simple fix on their end.</p> <p>Del advised the ALMR staff offices would definitely be talking to the agency first prior to taking any action.</p> <p>3. Del addressed the substantial number of subscribers that were in "inhibit" status on the System and that recent procedural changes were made to delete the subscribers after a set number of days if not reinstated or deleted by the agency.</p> <p>Ocie requested a verbal vote by the members in attendance after there was discussion among the members whether it should be 30 or 60 days. The final consensus was that subscribers would be deleted from the System after 30 days in "inhibit" status and the Asset Management Procedure approved early today would be changed to reflect this.</p> <p>4. Del advised the council the Technology Policy and Procedure had all been reviewed by the OMO and the SMO and minor revisions made, as required.</p> <p>5. Del reminded the council that during the rollover and subsequent updates, something occurred in Zone 2 which affected the collection of the System data in that zone. He stated it addition to the days affected in April, May 1 was also affected and data was not collected.</p>	
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	Del noted although there was this single day of loss, voice calls historically go up in May and that did not occur. He stated he was at a loss to explain why this happened because busies went up.	
<b>System Management Office</b>	<b>Mr. Travis Conant, System Manager</b>	<b>Action Items Assigned</b>
<b>MCC7500</b>	1. Mr Travis Conant stated the MCC7500 consoles were now on line at both Soldotna and Ketchikan. He noted the Department of Military and Veteran Affairs and Goose Creek Correctional Center would be completed in the next two to three weeks.	
<b>New Knik and Delta RF Sites</b>	2. Travis stated the two new sites, Delta and New Knik, were installed in one week's time through a combined effort of the State of Alaska Telecommunications System technicians, the System Management Office technologists and Motorola teams.	
<b>FY2017 Periodic Maintenance Inspections</b>	3. Travis briefed all the site inspections were complete and they would begin the new fiscal year contract starting July 1.  Del stated the Troopers in the Delta area were very happy with the improved coverage but he had been unable to talk to the local agencies. He advised the New Knik site may mitigate the issues the State Park Rangers had been experiencing at Eklutna.	
<b>State of Alaska</b>	<b>Mr. Scott Stormo, SOA</b>	<b>Action Items Assigned</b>
	Mr. Scott Stormo is attending a FirstNet meeting in Texas and there was no SOA update.	
<b>Department of Defense</b>	<b>Mr. Tim Woodall, ALMR DOD Representative</b>	<b>Action Items Assigned</b>
<b>2018 Update</b>	1. Mr. Tim Woodall advised the Department of Defense (DOD) was working on the funds for the 2018 update to the System.	
<b>MotoBridge Replacement</b>	2. Tim stated the DOD was looking at moving to the WAVE system as MotoBridge had not been utilized as initially envisioned with the full spectrum approach to interoperability.  Ocie noted that the Department of Transportation was only connected to MotoBridge at Slana.  Tim briefed this was something they would have to do along with the State as an infrastructure owner and he had not discussed it with Scott yet.  Del reminded the council that there had been a much broader plan with the trip to Florida by dispatchers to see their system in use. He stated the MotoBridge system had been installed in 2008 and was well past being updated. Del	



	also noted there had been passive resistance from the dispatchers at having one more device to contend with.	
<b>New Business</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Southeast Alaska Communication Needs</b>	<p>Greg expressed his frustration and concern and stated there was a need for some kind of working group to be put together because no one was serving the needs of many areas in the Southeast. He stated this should be discussed and a long-range communications plan devised.</p> <p>Deputy Chief Brad Johnson noted it was not the job of the User Council to determine long-range strategic communications plans across the state, but to focus on the ALMR footprint. He stated this would be something the Statewide Interoperability Governance Body (SIGB) would need to take on.</p> <p>Tim pointed out the User Council had in fact identified areas for expansion in the past, but they do not have the authority to expand beyond the current footprint.</p> <p>Ocie agreed this was something the State of Alaska would need to address and also there were no funds in the State Budget to address the issue.</p> <p>Nate stated he could also talk to Greg offline about the issue.</p>	
<b>Next meeting</b>	<b>Discussion</b>	
	Ocie advised the next regularly scheduled meetings were July 5 and August 2.	
<b>Adjournment</b>	<b>Discussion</b>	
	<p>Ocie asked if there were any other comments or discussion items. Hearing none, he requested a motion to adjourn the meeting.</p> <p><b>Motion: Adjourn the June monthly User Council meeting.</b></p> <p><b>Motion: Nate</b> <b>Second: Ms. Tammy Goggia</b></p> <p>There were no objections. The motion <b>passed</b>.</p> <p>The meeting adjourned at 2:28 p.m.</p>	