



Alaska Land Mobile Radio

**ALMR User Council
Meeting Minutes**

Date: July 5, 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
T	Brinley	John	Capt	Fed Non-DOD, US Forest Service
N/A	Chastain	James	LTC	DOD US Army
T	Goggia	Tammy	Ms.	Municipalities Central, Vice Chair
T	Jennings	David	MSgt	DOD USAF, JBER
T	Johnson	Brad	Chief	Municipalities Northern, Fairbanks PD
T	Kaizer	Bill	Mr.	Fed Non-DOD, FBI
E	Kalwara	Erann	Ms.	Municipalities Southeast
U	Martin	Chris	Mr.	DOD USAF, Eielson AFB
N/A	Morgan	Leon	Mr.	SOA DPS
E	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
E	Eubank	Greg	Mr.	SOA All Others, DMVA
N/A	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
N/A	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
U	Hallett	Kenneth	Mr.	Fed Non-DOD, Bureau of Land Management
U	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
T	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD
T	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	Kilbourne	Randy	Mr.	SOA ETS
T	Richter	Bruce	Mr.	OEC Region X Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
T	Smith	Del	Mr.	Operations Manager



2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Mr. Ocie Adams called the meeting to order at 1:30 p.m.	
Roll Call	Roll call was taken and a quorum of User Council (UC) members was in attendance.	
Introduction of Guests/Special Announcements	There were no guests or special announcements.	
Previous Meeting Minutes	<p>Ocie asked the council members if they had any changes to the draft June minutes and there were no responses. When Ocie requested a motion to approve the minutes.</p> <p>Motion: Approve the June 7 meeting minutes, as written.</p> <p>Motion: Deputy Chief Brad Johnson Second: Mr. John Rockwell</p> <p>There was no discussion and no objections. The motion passed.</p>	
Issues & Risks Log	Active Issues	Action Items Assigned
	Ocie advised there were no open items on the Issues and Risks Log.	
	Pending Issues	
	There were no pending issues.	
	Issues Closed at, or since, last meeting	
	There were no items closed.	
Action Items Review	Opened Items	Resolution
	Ocie noted there were no Actions Items from the June meeting.	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
Annual Subscriber Audit	1. Mr. Del Smith advised the council members there was one agency remaining and there were no issues perceived in finalizing this requirement.	
Third Quarter Zone Controller Rollover	2. Del briefed the council the next rollover was currently scheduled for August 7 - 9 and the process should remain the same as previous rollovers.	
FY18 Membership Agreements	3. Del stated the 60-day extension of the FY17 agreements had been approved by the Executive Council at their June meeting. He noted two of the issues delaying the new agreements were the State's Capital Budget was still not approved, and we were awaiting a decision by the	



<p>FY19 OMO/SMO Budget</p>	<p>Department of Administration on the cost share with the Federal Non-DOD agencies.</p> <p>4. Del briefed the Operations Management Office (OMO) had begun work on the FY19 budget and would like to have it to the council by their August meeting for decision so it could be ready to go to the Executive Council at their August meeting in order to keep the process on track.</p> <p>Del stated the OMO contract and the Infrastructure Operations and Maintenance Services (IOMS) contracts do not change for FY19 but we still need the breakdown of the Department of Defense (DOD) costs for the services/installations.</p> <p>Del also noted Mr. Scott Stormo had advised there was a request in the State's Capital Budget for the update to the 7.17 platform.</p>	
<p>June Document Reviews</p>	<p>5. Del requested Ms. Sherry Shafer provide the list of documents reviewed in June and she advised the update to the Asset Management Policy and Procedure had been approved by the User Council and the OMO had approved minor changes to the Risk Management Plan, the Key Management Policy and Procedure, and the Operations and Maintenance Organizational Chart.</p>	
<p>June System Metrics</p>	<p>6. Del reminded the council that the active voice calls had dropped significantly in April and May and that they had dropped again in June. He advised the council the staff had been discussing this issue this morning and were looking at the airtime totals from 2017 in comparison to 2016 for two of the heavier users – Alaska State Troopers (AST) and the Department of Transportation (DOT).</p> <p>Del briefed there was a suspicion the rollover or the change from the Gold Elites to MCC7500s at the Soldotna Public Safety Center, which both occurred in April, could have something to do with the issue but he still needed to talk to the System Management Office (SMO) and Motorola. He stated the ALMR staff offices would continue to look into the issue to get to the bottom of it.</p>	
<p>Kenaitze Indian Tribe</p>	<p>7. Del advised the council the Kenaitze Indian Tribe had contacted him to become a member of ALMR and he had been researching the agency and reviewing their mission statement. He noted the agency has a safety and corrections department and had also been recognized by the State to have a court system. Del stated the OMO had sent the agency a membership package to review and complete the agreement/</p>	



System Management Office	Mr. Travis Conant, System Manager	Action Items Assigned
Genesis System	1. Mr Travis Conant stated the Genesis team would be here on July 10 to provide the SMO with some system updates and training on new reports that are available.	
New IOMS Contract Year	2. Travis advised the new contract year had begun on July 1 and the SMO was working with the State on developing the new periodic maintenance inspection (PMI) schedule in order to maximize the available resources.	
Goose Creek Correctional Center Console Cutover	3. Travis briefed Motorola had completed cutover of the Goose Creek Correctional Center (GCCC) to their new MCC7500 console on June 30.	
State of Alaska	Mr. Scott Stormo, SOA	Action Items Assigned
	Mr. Randy Kilbourne was sitting in for Mr. Scott Stormo, who was on leave, but did not have an update for SOA.	
Department of Defense	Mr. Tim Woodall, ALMR DOD Representative	Action Items Assigned
	Mr. Tim Woodall was on leave and not available for the meeting.	
New Business	Discussion	Action Items Assigned
FirstNet	John Rockwell stated FirstNet was moving forward and they had the kickoff meeting last week. He also noted they had submitted the Alaska plan and it was on the website portal.	
Next meeting	Discussion	
	Ocie advised the next regularly scheduled meetings were August 2 and September 6.	
Adjournment	Discussion	
	Ocie asked if there were any other comments or discussion items. Hearing none, he requested a motion to adjourn the meeting. Motion: Adjourn the July monthly User Council meeting. Motion: Brad Second: John Rockwell There were no objections. The motion passed . The meeting adjourned at 1:50 p.m.	