



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
N/A	Brown	Byron	LTC	DOD US Army (pending receipt of appointment letter)
T	Goggia	Tammy	Ms.	Municipalities Central, <b>Vice Chair</b>
U	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
N/A	Morgan	Leon	Mr.	SOA DPS
T	Skinner	Nate	Mr.	SOA All Others, DNR Forestry
N/A	Wolfe	John	Mr.	Fed Non-DOD DOI, US Fish & Wildlife Service

Alternate				
T	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
N/A	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
T	Hallett	Kenneth	Mr.	Fed Non-DOD, Bureau of Land Management
N/A	Jones	Dave	Mr.	DOD USAF, Eielson AFB
E	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
P	Williams	Rick	Mr.	DOD, US Army
U	Williamson	Anthony	SSgt	DOD USAF, JBER

**Supporting Staff and Guests:**

P	Conant	Travis	Mr.	System Manager
T	Richter	Bruce	Mr.	OEC Region X Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
P	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SOA ETS SATS/ALMR Manager
P	Woodall	Tim	Mr.	DOD 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 1:32 p.m.	
<b>Roll Call</b>	Roll call was taken and a quorum of User Council (UC) members was in attendance.  Ms. Erann Kalwara, Chief Heath Scott and Mr. Tim Woodall all joined the meeting after the original roll was taken.	
<b>Introduction of Guests/Special Announcements</b>	There were no guests or special announcements.	
<b>Previous Meeting Minutes</b>	Ocie asked the council members if they had a chance to review the draft August minutes and then requested a motion to approve the minutes.  <b>Motion: Approve the August 2 meeting minutes, as written.</b>  <b>Motion: Mr. Nate Skinner</b> <b>Second: Mr. John Rockwell</b>  There was no discussion and no objections. The motion <b>passed</b> .	
<b>Issues &amp; Risks Log</b>	<b>Active Issues</b>	<b>Action Items Assigned</b>
	Ocie advised there were still no open items on the Issues and Risks Log, although there was one item regarding the MotoBridge System disposition that would be presented to the Executive Council (EC).	
	<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 August meeting.	
<b>Operations Management Office</b>	<b>Mr. Del Smith, Operations Manager</b>	<b>Action Items Assigned</b>
<b>Third Quarter Zone Controller Rollover</b>	1. Mr. Del Smith advised the council the third quarterly Master Site Zone Controller rollover was performed the week of August 7 – 11, with the controllers being completed on August 9 and 10. He noted there were no issues either day. Del stated that he and the System Management Office (SMO) had contacted the dispatchers prior to the Zone 2, Zone 1 and Zone 4 being rolled and that process was	



<p><b>FY18 Membership Agreements</b></p>	<p>repeated the next day, as well, with the sites in site trunking for approximately 20 – 35 seconds during each instance.</p> <p>2. Del briefed the extension of the FY17 membership agreements had exceeded the initial 60-day extension approved by the EC and entered the first 30-day extension on August 31. He advised the Operations Management Office (OMO) had distributed a notification to the System member agencies explaining the same. Del stated the delay continues to be contingent upon the State of Alaska (SOA) approving the cost share.</p>	
<p><b>August Document Reviews</b></p>	<p>3. Del stated annual reviews were completed on the High Level Communications Strategy, the System Recovery Policy and Procedure, the Privileged User Acceptable Use Policy and Procedure and the Talkgroup Development Policy and Procedure.</p>	
<p><b>August System Metrics</b></p>	<p>4. Del briefed there were 1,186,609 calls/group conversations accompanied by 2,193,777 individual push to talks (PTTs) and 542 busies.</p>	
<p><b>FY19 OMO/SMO Budget</b></p>	<p>5. Del briefed the budget document was previously approved by the User Council (UC) and then sent to the Executive Council via email to vote on and is still pending their approval. He noted it would be sent to the SOA Department of Administration after the EC votes on it. Del also stated there is nothing in the budget relative to the MotoBridge, which is the next item of discussion.</p>	
<p><b>MotoBridge</b></p>	<p>6. Del stated Motorola® had provided a briefing to the EC on August 17. He noted this came about because, previously, Mr. Woodall had broached the subject with the UC whether WAVE could replace MotoBridge, which in turn prompted further discussion and a request for a recommendation from the UC that would be presented to the EC. Del advised the briefing to the EC by Motorola was to provide them with pertinent information on MotoBridge in order to make an informed decision when the time came.</p> <p>Del advised what he understood from the briefing was WAVE would not replace MotoBridge, that MotoBridge was still being supported and it would not matter if ALMR moved to the 7.17 platform, and there are a number of agencies still utilizing it, although that may occur “behind the curtain,” where they are not aware they are using it.</p> <p>Del stated the OMO drafted a document that was distributed to the UC today and the recommendation was that MotoBridge be retained and updated. He noted that the last time a cost estimate was provided was in 2013, so if the SOA</p>	



	<p>and Department of Defense (DOD) want to continue down this path, a new estimate will need to be obtained.</p> <p>At this point, Del asked Ocie how he wanted to proceed to move the document from draft to final and Ocie stated he would obtain a motion to submit the document to the EC.</p> <p>The following motion was made to approve the letter.</p> <p><b>Motion: Approve the prepared recommendation letter on MotoBridge and finalize for submittal to the Executive Council.</b></p> <p><b>Motion: Captain John Brinley</b> <b>Second: Nate</b></p> <p>Ocie requested discussion regarding the motion.</p> <p>Mr. John Rockwell recommended tabling the motion until he had the information on the functionality and price structure.</p> <p>John Rockwell offered the following:</p> <p><b>Motion: Table the original motion to approve the prepared recommendation letter on MotoBridge.</b></p> <p><b>Motion: John Rockwell</b> <b>Second: John Brinley</b></p> <p>Ocie asked for discussion on tabling the original motion.</p> <p>Del stated he did not hear anything from the three Motorola® experts at the briefing to the EC that would indicate any version of WAVE would replace MotoBridge, so the only thing pending would be the actual cost.</p> <p>Mr. Tim Woodall did note Mr. Mike Hawkins had proposed a WAVE server as a replacement for radio gateways units (RGUs).</p> <p>Nate stated, to be clear, all the RGUs are connected to individual resources and they have to be connected, and then in turn a WAVE server would have to be connected to them via another device, so you can't just rip it all out and expect the server to provide the same services.</p> <p>Tim advised the MotoBridge update and WAVE are two different things and WAVE would not be in the SOA contract scope of work, there would need to be a contract action for WAVE, because it's not an update, but it's a new feature.</p>	
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	<p>Ocie clarified it was a new platform and Tim agreed it was new infrastructure and not an update which the current statement of work covers.</p> <p>John Rockwell synopsized the conversation regarding MotoBridge/WAVE for Tim since he had joined the meeting late.</p> <p>Tim stated having been in other conversations, MotoBridge would continue to be used and there is still an operational requirement, so the update is still needed and any tabling or delay would not be good. He advised what they were attempting to do is get the update on the Motorola upgrade schedule fairly quickly.</p> <p>Mr. Scott Stormo confirmed it was 10 – 12 month out to even get on the schedule.</p> <p>Tim advised they had to get the contract action completed and every week and month that they delay moves it further out. He stated there are FY18 dollars that cannot be spent in FY19, and they are in discussion with Motorola® to begin in September 2018 to begin the update. Tim briefed if this moves into October, then they will lose those FY18 dollars. From the Department of Defense (DOD) perspective, delays create a funding issue and it's clear MotoBridge needs to be updated, because it will continue to be used. He pointed out WAVE has new features and new advantages, but for the most part it only requires a license, because the Municipality of Anchorage currently has a WAVE system and they have already stated they would do this. Tim recommended there should be no further delay and if there is a delay, they should forget about MotoBridge at this time, because he can't jeopardize funds.</p> <p>Mr. Greg Eubank asked if this affected the cost share and Tim stated the SOA and DOD would each pay for their resources. Greg asked if SOA could delay their update if there were no funds, and Tim stated that both must move forward together.</p> <p>Tim reiterated the intention is to only fund those resources being used and remove those resources that are not .</p> <p>John Rockwell re-stated he was not comfortable making a decision without all the information.</p> <p>Ocie requested a verbal vote by roll call on the motion to table the original motion presented.</p> <p>Ms. Sherry Shafer read the roll and each individual responded with their vote. The "nays/no" responses</p>	
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<p><b>Next Site Prioritization List</b></p>	<p>controlled the vote, with one dissenting response, and the motion to table the original motion failed and was not approved.</p> <p>Ocie requested the same methodology of a verbal vote for the original motion to approve the recommendation letter to be sent to the EC without the cost information.</p> <p>Ms. Sherry Shafer read the roll and each UC individual responded with their vote. The “ayes/yes” responses controlled the vote, with one dissenting response, and the original motion was approved.</p> <p>There was no further discussion. The original motion <b>passed</b>.</p> <p>Del stated the OMO would finalize the letter and send it to Ocie for signature. He noted the letter would be sent directly to the EC after it was signed, and Ocie requested the EC vote on it electronically after Del had explained the EC wouldn’t meet again until October.</p> <p>7. Del briefed as a reminder the council agreed at their August 2016 meeting that the following sites were priorities – Delta (completed May 2017) and Knik/Goose Bay (completed May 2017). He stated this left Tok Cutoff for coverage expansion, Chena Dome for coverage expansion, Nenana for capacity increase and Blueberry for capacity increase.</p> <p>Del also noted he had added Ted Stevens Anchorage International Airport (TSAIA) for discussion as it had been suggested that it might be better to take that site out and use it somewhere else. He then provided the site usage data for the months of June through August and mentioned the current most active user agencies. Del mentioned there was a bi-directional amplifier (BDA) in the lower levels and it worked well when Mr. Rich Leber had checked it a couple years ago. He stated the only reason he had brought the TSAIA site up was it had been suggested to use the equipment elsewhere.</p> <p>Del noted the Nenana continually comes up when he and Mr. Travis Conant, System Manager, look at the system busies. He noted the previously proposed capacity expansion did not occur when Clear Air Force Station decided to keep and reinstall their five-channel site. He advised there are still busies on a regular basis at Nenana if there is an accident or fire nearby.</p>	
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	<p>Del stated Blueberry was also a site that was getting hit pretty hard when the bases were involved in military exercises, but the most recent usage was down.</p> <p>Del advised Nenana involves a frequency issue that would require coordination with DOD, but there were still Quantars available that had been deactivated that could be used should there be funds.</p> <p>Del stated these were the two sites that immediately came to mind. As to adding sites, he noted he hadn't addressed Tok Cutoff, but the suggestion he received was to take the equipment from TSAIA and put it there. Del advised he didn't have a dog in that fight, but mentioned Ocie may have more input. Del also briefed that although Chena Dome came up for discussion last year, it would require substantially more infrastructure and would not be as reasonably priced as the others.</p> <p>Greg asked if there was a particular time of day, pattern or regular occurrence to the busies at Nenana and Del stated it usually happened if there was a vehicle accident and for a while had previously occurred due to subscriber programming issues at Clear. Greg suggested disabling the TSAIA site completely and see if there are any impacts before making a decision to determine if it could be used at Nenana.</p> <p>Travis stated because the TSAIA is tied to a BDA, if there were an emergency they would need the in-building coverage.</p> <p>Del stated they had turned off some of the channels at FS12 in the past, but if they were just looking for Quantars they could get them someplace else before stripping TSAIA.</p> <p>Scott also mentioned because TSAIA is a three-channel site, it might be making it worse than it would be if they were just hitting Atwood that had more capacity.</p> <p>John Rockwell stated as far as a priority the Troopers had talked more about having a site installed at Tok.</p> <p>Ocie stated there is a single, one-channel analog repeater and anyone going through there, both the Troopers and the Department of Transportation (DOT), has to try to use that repeater and this causes a problem for both of them.</p> <p>Tim stated based on the frequencies in the TSAIA combiners, he would recommend keeping them in the south. He noted there are very few spare frequencies and the frequency plan is pretty tight; a lot of the frequencies used in</p>	
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	<p>the south were also used in the north. Tim advised it's a complex plan and would require an in-depth look to see if it could be done, and everyone must be mindful of the National Telecommunications and Information Administration (NTIA) and Federal Communications Commission (FCC) waiver. He also pointed out that although there are a lot of spare Quantars, but those are all on the future replacement timeline for upgrade. Tim stated although we are limited, we could increase a little, but it would take a real hard look at how we would do it.</p> <p>Scott advised there is a commercial partner that has transport that could be used at the Tok Cutoff; a shelter with battery backup could be installed and it would be less than a full green site installation.</p> <p>Tim stated there was also the possibility of using the Transportable sitting at Eielson for testing; the cost involved would be to move it there and hook it up.</p> <p>Scott advised they had previously done coverage testing in the area and there were antennas up there, although that location didn't cover the entire Cutoff. He also stated the DOD now has connectivity from Taylor Mountain back to Tok and this is another possible area with the available space, power and ample facilities, if they ever wanted to add an ALMR site there.</p> <p>Tim verified the frequencies for Taylor Mountain had already been coordinated with Mr. Dean Strid in the past.</p> <p>Del asked Ocie if he wanted to continue utilizing the same list and Ocie responded in the affirmative. Ocie asked whether the sites were prioritized and Del stated they were not. John Rockwell then asked whether the sites should be prioritized and the general consensus was they should not, as Greg pointed out priorities can change and Ocie also stated funding availability may determine what could be accomplished.</p> <p>Ms. Shafer advised the council in 2014, System Change Requests (CRs) were submitted and approved to add ALMR sites at Slana and Taylor Mountain, and contained approved frequencies that were moved from the deleted Grandview and Wrangell sites, respectively.</p> <p>After some discussion on this additional information, the following motion was offered.</p> <p><b>Motion: Accept the current list of recommended sites for coverage expansion and/or capacity increase and add locations at Slana and Taylor Mountain.</b></p>	
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	<p><b>Motion: Greg</b> <b>Second: John Rockwell</b></p> <p>There was no further discussion or objections. The motion <b>passed</b>.</p>	
<b>System Management Office</b>	<b>Mr. Travis Conant, System Manager</b>	<b>Action Items Assigned</b>
<b>New System Technologist</b>	Mr. Travis Conant stated the System Management Office had hired a new System Technician, Mr. Dave Delozier, who had started last Friday. He noted Dave was retired Air Force with 23 years of service, and most recently worked at General Dynamics, so he brings a lot of network experience to the team.	
<b>State of Alaska</b>	<b>Mr. Scott Stormo, SOA</b>	<b>Action Items Assigned</b>
<b>7.17 System Update Proposal</b>	Mr. Scott Stormo advised he was working with Motorola® on the 7.17 platform update proposal, then they would start through the approval processes to get it on contract as soon as possible and then get it on the Motorola® schedule, which is 9 to 12 months out.	
<b>Department of Defense</b>	<b>Mr. Tim Woodall, ALMR DOD Representative</b>	<b>Action Items Assigned</b>
	Mr. Tim Woodall stated he had nothing to add.	
<b>New Business</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>SAFECOM National Survey</b>	<p>Mr. Bruce Richter stated later this fall SAFECOM would be distributing a survey via email regarding the National Emergency Communications Plan, which would assist in developing Department of Homeland Security (DHS) future grants for emergency communications. He requested help with dissemination of the email to reach the widest range of responses across as many levels of government as then can to get information on what is working for you and what the unmet needs are pertaining to all aspects of emergency communications.</p> <p>Mr. Rick Williams asked if he could forward it to his Defense to Civil Authorities (DSCA), homeland security, and force protection/Anti-Terrorism people.</p> <p>Bruce stated it was a two-tiered survey with one level of response open to anyone in America, but also they wanted to ensure it was a statistically valid survey and there needed to be a random sampling of agencies, with input from State, local, Federal and Tribal agencies at all levels.</p> <p>Greg stated it looked like something to push out to the local emergency planning committees and Bruce agreed that was an excellent idea for outreach.</p>	
<b>Next meeting</b>	<b>Discussion</b>	



Alaska Land Mobile Radio

*ALMR User Council  
Meeting Minutes*

*Date: September 6, 2017*

	Ocie advised the next regularly scheduled meetings were October 4 and November 1.	
<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 September 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 2:42 p.m.</p>	