



1. Attendance.

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

Primary				
N/A	Cicciarella	Bob	Chief	Municipalities Central
NA/	Eike	Erin	LTC	DOD US Army - Alaska
E	Fournier	Doug	Deputy Chief	Municipalities North, North Star VFD
U	Kalwara	Erann	Ms.	Municipalities Southeast
N/A	Kroona	Jon	Mr.	Federal Non-DOD DOJ, FBI
U	Nelson	James	Officer	Fed Non-DOD All Others, US Forest Service
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
T	Monteleone	Dan	Mr.	SOA DOT
T	Rockwell	John	Mr.	SOA DPS, Chair
E	Skinner	Nate	Mr.	SOA All Others, DNR Forestry, Vice Chair
U	Spitler	Cory	MSgt	DOD USAF, JBER
T	Wolfe	John	Mr.	Fed Non-DOD DOI, US Fish & Wildlife Service

Alternate				
T	Brown	David	Mr.	Fed Non-DOD DOJ, FBI
T	Cole	Henry	Mr.	SOA DOT
T	Eubank	Greg	Mr.	SOA All Others, DMVA
T	Berrian	Keith	Deputy Chief	Municipalities North, Chena Goldstream Fire & Rescue
E	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough
	VACANT			Fed Non-DOD DOI, Bureau of Land Management
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
U	Loughton	Mike	Special Agent	Fed Non-DOD All Others, US Forest Service
T	Mlynarik	Pete	Chief	Municipalities Central, Soldotna PD
T	Nelsen	Scott	Mr.	SOA All Others, DMVA
N/A	Roberts	Rick	Captain	SOA DPS
U	Schwing	Brandon	TSgt	DOD USAF, JBER
U	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD
T	Williams	Rick	Mr.	DOD, US Army - Alaska
U	Young	Sam	Mr.	Fed Non-DOD All Others, TSA

Supporting Staff and Guests:

T	Conant	Travis	Mr.	System Manager
T	Kostelnik	Sean	Mr.	Motorola Solutions
T	Reed	David	Mr.	Information Systems Security Manager
T	Richter	Bruce	Mr.	DHS OEC
T	Shafer	Sherry	Ms.	Document Specialist
T	Smith	Del	Mr.	Operations Manager
T	Stormo	Scott	Mr.	SOA OIT
T	Ulrich	Naomi	Ms.	Motorola Solutions



2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Mr. John Rockwell 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. Mr. John Wolfe joined the meeting telephonically after the roll call was read.	
Introduction of Guests/Special Announcements	There were no guests or special announcements.	
Previous Meeting Minutes	John asked if everyone had reviewed the April meeting minutes and if there were any changes. There was no discussion. Motion: Approve the April 1, meeting minutes as written. Motion: Deputy Chief Keith Berrian Second: Mr. Scott Nelsen There were no objections. The motion passed .	
Issues & Risks Log Item Number	Active Issue	Action Items Assigned
	John stated there was one update to the current Issues and Risks Log regarding the addition of the item regarding the Birch Hill Master Site UPS A-side by-pass failure.	
	Issues Closed at, or since, last meeting	
Action Items Review	Opened Items	Resolution
	John advised there was one Action Items from the last meeting, which was closed regarding adding the Birch Hill Master Site UPS failure to the Issues and Risks Log.	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
Security Scans/Risk Management Framework (RMF)	1. Del deferred to Mr. David Reed for the monthly update. Mr. David Reed advised he had reached out yesterday for a status update and was informed the ALCOM/J6 was having problems getting access to e-mass to sign off on the package. The status remains the same until they re-gain access to the website.	
IC Zone Update	2. Del stated the Operations Management Office (OMO) was still working on the CONOP and had a teleconference with dispatcher supervisors on April 22 and provided them with	



<p>DOD Infrastructure Points of Contact</p> <p>Annual Inventory Confirmation</p> <p>FY21 Membership Agreements</p> <p>April Document Reviews</p>	<p>the proposed lineup. He briefed there was some concern from the dispatchers using Dispatch as a specific term rather than ALL CALL or HAIL channel. Del advised he would like to get the council's opinion. He went on to discuss how the display would appear. Del asked for concurrence on the proposed naming.</p> <p>John stated he would like the request to go back to the subcommittee for their approval.</p> <p>Del noted that he had spoken to Mr. Nate Skinner and he was ambivalent one way or the other, but would go back to the committee. Del also added he had talked to Mr. Jason Beach regarding how the Municipality of Anchorage (MOA) would like to have their region set up.</p> <p>John opened the discussion up to the council members.</p> <p>Deputy Chief Keith Berrian advised from the fire service end, they would be looking for a channel to contact a dispatch center, rather than broadcasting it to all the TAC channels.</p> <p>Del stated that wasn't the intent and agreed calling the channel ALL CALL could cause confusion.</p> <p>Keith stated he would agree to calling it ALL CALL/HAIL.</p> <p>3. Del advised Mr. Woodall had briefed at the March meeting he was working on this, but with the current COVID-19 restrictions, he didn't know if it had gained much traction.</p> <p>4. Del reminded everyone the notifications had been underway since January and as of today, the OMO had received 118 confirmation forms and there were 11 to go. He stated he had started calling the remaining agencies on Monday and had been able to get some in. Del added a couple agencies had requested an extension.</p> <p>5. Del advised the group, the OMO would begin distribution of the FY21 membership agreements around mid-month and they would be due by June 30.</p> <p>6. Del briefed that during April the Employee Termination Policy and Procedure 200-1, Facility Security Penetration Policy and Procedure 200-2, Virus Protection Policy 200-3, Emergency Operations Policy and Procedure 300-5, System Change Request Management Policy and Procedure 400-3, System Backup and Recovery Policy and Procedure 400-5, Standard Channel Naming Conventions Policy and Procedure 400-10 and Outage Reporting Policy and Procedure 400-11 had all been reviewed.</p>	
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*ALMR User Council
Meeting Minutes*

Alaska Land Mobile Radio

Date: May 6, 2020

April Metrics	7. Del advised there were 854,306 group calls and 1,568,198 PTTs and 102 busies. He noted there had definitely been an impact in the numbers as they were down quite a bit from what we would normally see.	
Harris ATP	8. Del stated he had talked to Harris this morning to resolve the one test they had not been able to complete. They were looking at the solution to resolve the issue. John asked if Del knew what model radios they were looking at and Del stated he believed they were the XL200 and XL185.	
Contract End	9. Del reminded everyone his contract with ALMR as the Operations Manager expires June 30. John stated he couldn't fathom ALMR without Del being part of the project.	
System Management Office	Mr. Travis Conant, System Manager	Action Items Assigned
Birch Hill UPS	1. Mr. Travis Conant advised the Birch Hill Master Site was still in bypass on the A-side at this time, on AC. Mr. Rick Williams stated right now getting any work done was pretty impossible. He added on June 1, USARAK will restart the Motorola project with dispatches and would take up the power upgrades at the four northern sites after that.	
Quarterly Zone Controller Rollover	2. Travis stated they had rolled the zone controllers this morning with no issues. He noted they would roll them back over tomorrow to zone controller one and this would cause a 20 - 30 second outage. Travis advised there would be an additional outage for a State of Alaska microwave software update, which should last between 3 - 5 minutes while the equipment reboots. He added they would check for all clear with the dispatch centers before they begin, and both the MOA and the State of Alaska (SOA) would have technicians on site at both master sites in case any issues popped up. Rick asked if the SMO had any further problems getting on Fort Wainwright due to the security upgrades and Travis stated they had not.	
State of Alaska	Mr. Scott Stormo	Action Items Assigned
SOA Supplemental Budget	1. Scott stated they had received \$24M in the supplemental budget to refresh the RF site infrastructure. He added he was working with Motorola to finalize the proposal.	
ALMR/SATS Move	2. Scott briefed the SOA SATS/ALMR budget components would be moving under the Department of Military and Veteran Affairs effective July 1. He stated they would be working with them to execute the RF infrastructure contract,	



<p>Microwave Refresh</p> <p>TDMA Capable Radios</p> <p>OMO Contract</p>	<p>the OMO contract action and the Motorola maintenance the SMO performs.</p> <p>3. Scott noted they are continuing on with the microwave and 7705 software upgrades.</p> <p>4. Scott reminded everyone if they are going to be buying new radios to ensure they are TDMA enabled.</p> <p>5. Scott advised he was working to finalize the OMO contract, and it had been through the proposal evaluation and was now in the procurement process. He stated he didn't foresee any issues.</p> <p>John asked if there was going to be a month overlap of the old and new contract and Scott stated that was the plan, so there could be a handover from Del.</p>	
<p>Department of Defense</p>	<p>Mr. Timothy Woodall</p>	<p>Action Items Assigned</p>
	<p>Mr. Timothy Woodall was not present for the meeting.</p> <p>Mr. Rick Williams stated USARAK was still working funding issues and site power upgrades.</p>	
<p>New Business</p>	<p>Discussion</p>	<p>Action Items Assigned</p>
	<p>There was no new business discussion.</p>	
<p>Next meeting</p>	<p>Discussion</p>	
	<p>John reminded everyone the next meetings were June 3 and July 1.</p>	
<p>Adjournment</p>	<p>Discussion</p>	
	<p>John asked if there was any other discussion and hearing none, he requested for a motion to adjourn the meeting.</p> <p>Motion: Adjourn the May monthly User Council meeting.</p> <p>Motion: Mr. Henry Cole Second: Mr. Dave Jones</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:03 p.m.</p>	