



1. Attendance.

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

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

Alternate				
T	Brown	David	Mr.	Fed Non-DOD DOJ, FBI
T	Carrier	Chasen	A1C	DOD USAF, JBER
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
T	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough
	<b>VACANT</b>			Fed Non-DOD, DOI
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
T	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
N/A	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD
T	Williams	Rick	Mr.	DOD, US Army - Alaska
N/A	Young	Sam	Mr.	Fed Non-DOD All Others, TSA

**Supporting Staff and Guests:**

P	Conant	Travis	Mr.	System Manager
T	Kostelnik	Sean	Mr.	Motorola Solutions
P	Letterman	Chris	Mr.	Operations Manager
T	Nicholl	Jim	Mr.	Motorola Solutions
P	Reed	David	Mr.	Information Systems Security Manager
T	Richter	Bruce	Mr.	DHS OEC
T	Shafer	Sherry	Ms.	Document Specialist
T	Stormo	Scott	Mr.	SOA APSCS
T	Ulrich	Naomi	Ms.	Motorola Solutions



2. Meeting Minutes and Action Items.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Call to Order</b>	Mr. John Rockwell called the meeting to order at 1:35 p.m.	
<b>Roll Call</b>	Roll call was taken and a quorum of User Council (UC) members was in attendance.  Ms. Naomi Ulrich, Mr. John Wolfe, SSgt James Angell and A1C Chasen Carrier joined the call after the roll was read.	
<b>Introduction of Guests/Special Announcements</b>	There were no guests or special announcements.	
<b>Previous Meeting Minutes</b>	John asked if everyone had reviewed the August meeting minutes and if there were any changes. There were no response and he asked for a motion to approve the previous minutes.  <b>Motion: Approve the September 2, meeting minutes as written.</b>  <b>Motion: Mr. Nate Skinner</b> <b>Second: Deputy Chief Keith Berrian</b>  There were no objections. The motion passed.	
<b>Issues &amp; Risks Log Item Number</b>	<b>Active Issue</b>	<b>Action Items Assigned</b>
	John asked Ms. Sherry Shafer to brief on the status of the Issues and Risks Log and she noted for UC 77, the DOI primary had indicated he was leaving the position but she did not know if that was a matter of changing jobs or moving out of state, and for UC78 that both of the representative for JBER had changed and the motion for the approval of the new appointments would be presented to the Executive Council at their October 15 meeting. She added for OP05, the State was currently 85 percent completed with their microwave upgrades.	
	<b>Issues Closed at, or since, last meeting</b>	
<b>Action Items Review</b>	<b>Opened Items</b>	<b>Resolution</b>
	There were no Action Items from the September meeting.	
<b>Operations Management Office</b>	<b>Mr. Chris Letterman, Operations Manager</b>	<b>Action Items Assigned</b>
<b>FY21 Membership Agreements</b>	1. Chris briefed the final FY21 membership from JBER was received on September 21. He added he was preparing an on-line survey to send to the members, likely by Monday next	





<p><b>Interoperability Zone Communications</b></p> <p><b>September Document Reviews</b></p> <p><b>September Metrics</b></p>	<p>what is being covered and what is not. He explained the reason they have not done a full review is to not set unrealistic expectations, because there is no funding. John also liked the idea of the survey and noted AST had sent out something similar regarding cell coverage and gaps.</p> <p>Deputy Chief Keith Berrian asked if they had specific concerns about areas they are not getting good coverage, where should they send the comments and Chris answered they should be sent to him. Keith added there were a lot of dead zones at Murphy Dome and the Gulfstream area and the population is increasing there.</p> <p>Mr. Greg Eubank suggested that coverage areas like Blueberry Hill could be used as a prototype for a band plan remapping or possibly Nenana to give us additional information to come up with a final plan.</p> <p>Scott added they were making progress with Motorola on getting the band plan figured out and the way ahead. He added the 130 agencies and 10+ thousand people driving around and the only way we are really going to know coverage gaps is to have them let us know and we can build a repository. Maybe the locals have a way to get funding and we can work with them to add sites when there is a problem with coverage.</p> <p>Chris stated he would take an action item to work on a separate survey to make sure the survey questions make sense and to get us the answers we really need versus what I think we need.</p> <p>John added he would send Chris a copy of the Trooper cellular survey.</p> <p>4. Chris noted the dispatch flyer has been finalized and the go live date is January 20, 2021, that the talkgroups would change in the consoles.</p> <p>Chris added tomorrow he would discuss this item at the APCO/NENA monthly meeting and then the next step would be to hash out the Communications Plan.</p> <p>5. Chris briefed the OMO reviewed the following documents in September, the System Incident Response Policy and Procedure, the Talkgroup Development Policy and Procedure and the Cooperative and Mutual Aid Agreement.</p> <p>6. Chris advised he did go back to September 2019 and put up the metrics for comparisons with last year's metrics and for September there were 1,013,319 group calls which was 214K less than last year. He added he also found it</p>	<p>1. OMO to create survey regarding coverage issues.</p>
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	interesting there were 1,901,487 push to talks this September, which was 39K more than last year, which was interesting. Chris noted there were 254 busies and there were 2,223 in 2019. He surmised this must have been due to everything going on last year at this time.	
<b>System Management Office</b>	<b>Mr. Travis Conant, System Manager</b>	<b>Action Items Assigned</b>
<b>GTR Upgrade</b>	Mr. Travis Conant advised the GTR upgrade project was in progress and the first site installed was Cottonwood. He noted for now it was still FDMA and would switch to TDMA in the early Spring. Travis noted he was also working with Mr. Mark Christensen, Motorola project manager, to get the outages into the Daily Status Report. He added the outage at Cottonwood took over seven hours and they had been shooting for four to six hours. Travis briefed they would have to work on getting the time down.	
<b>State of Alaska</b>	<b>Mr. Scott Stormo</b>	<b>Action Items Assigned</b>
<b>MW Upgrades</b>	1. Scott stated Travis had covered the project already, but the State was still working on the microwave and network upgrades. He added both Haines and Skagway had an extended period of downtime and these outages would continue into the Spring.	
<b>Personnel Changes</b>	2. John asked Scott to touch on the recent/upcoming personnel change and the need to recruit and replace the individuals.  Scott noted he had 25 positions and he currently had nine vacancies in his shop including two folks leaving in two weeks. He added there is no pool of qualified people waiting to be hired, so you usually must get them from other organizations. Scott noted this meant he was going to have to hire new people and then train them.  John asked everyone on the call if they knew someone to please reach out to Scott. He added we'd like to get the best people to help fill these positions.	
<b>Department of Defense</b>	<b>Mr. Timothy Woodall</b>	<b>Action Items Assigned</b>
	Mr. Timothy Woodall was not present for the meeting due to technical difficulties dialing in.	
<b>New Business</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Annual Nominations for the Chair and Vice Chair</b>	1. John asked Sherry to speak to this item and she stated it was time for the annual election of the Chair and Vice Chair. She noted the nominations take place in October each year and individual can nominate self-nominate, nominate another individual or nominate the current incumbents. Sherry advised the explanatory email would be distributed at the close of the meeting.	



<p><b>ALMR Logo Contest</b></p>	<p>2. Chris briefed that coinciding with the new website by Hoke Designs, there was a contest for a new logo for ALMR. He added the current logo is not web friendly and although Hoke Designs had provided an interim design, the OMO wanted to provide the members an opportunity for input.</p> <p>Chris noted the guidelines were the new logo should speak to interoperability, public safety and the DOD partnership. He briefed the deadline for submissions was November 13 and the Executive Council would decide the winning design. Chris stated the winner would receive a \$100 gift card.</p>	
<p><b>Next meeting</b></p>	<p><b>Discussion</b></p>	
	<p>Nate reminded everyone the next meetings were on November 4 and December 2.</p>	
<p><b>Adjournment</b></p>	<p><b>Discussion</b></p>	
	<p>Nate asked if there was any other discussion and hearing no response, he requested for a motion to adjourn the meeting.</p> <p><b>Motion: Adjourn the September monthly User Council meeting.</b></p> <p><b>Motion: Mr. Scott Nelsen</b> <b>Second: Mr. John Wolfe</b></p> <p>There were no objections. The motion <b>passed</b>.</p> <p>The meeting adjourned at 2:11 p.m.</p>	