



1. Attendance.

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

Primary				
T	Cicciarella	Bob	Chief	Municipalities Central
N/A	Eike	Erin	LTC	DOD US Army - Alaska
T	Fournier	Doug	Deputy Chief	Municipalities North
T	Kalwara	Erann	Ms.	Municipalities Southeast
N/A	Kroona	Jon	Mr.	Federal Non-DOD DOJ, FBI
E	Nelson	James	Officer	Fed Non-DOD All Others, US Forest Service
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
P	Patz	Greg	Mr.	SOA DOT
P	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
N/A	Cole	Henry	Mr.	SOA DOT
T	Eubank	Greg	Mr.	SOA All Others, DMVA
T	Berrian	Keith	Deputy Chief	Municipalities North
P	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough
	VACANT			Fed Non-DOD DOI, Bureau of Land Management
N/A	Jones	Dave	Mr.	DOD USAF, Eielson AFB
E	Loughton	Mike	Special Agent	Fed Non-DOD All Others, US Forest Service
	VACANT			SOA DPS
T	Mlynarik	Pete	Chief	Municipalities Central, Soldotna PD
P	Nelson	Scott	Mr.	SOA All Others, DMVA
U	Schwing		TSgt	DOD USAF, JBER
N/A	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:

P	Conant	Travis	Mr.	System Manger
P	Kostelnik	Sean	Mr.	Motorola Solutions
P	Reed	David	Mr.	Information Systems Security Manager
T	Shafer	Sherry	Ms.	Document Specialist
P	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SOA OIT SATS/ALMR Manager
T	Ulrich	Naomi	Ms.	Motorola Solutions
P	Woodall	Tim	Mr.	DOD PM/COR



2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Mr. John Rockwell called the meeting to order at 1:35 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 special announcements or guests	
Previous Meeting Minutes	<p>John asked if everyone had a chance to review the September meeting minutes and if they had any requested changes. There were no requests for changes</p> <p>Motion: Approve the September 4 meeting minutes with the noted change.</p> <p>Motion: Mr. Jim Goodman Second: Mr. Gregory Patz</p> <p>There were no objections. The motion passed.</p>	
Issues & Risks Log Item Number	Active Issue	Action Items Assigned
	John noted there were no changes since the last meeting.	
	Issues Closed at, or since, last meeting	
Action Items Review	Opened Items	Resolution
	There were no action items to review.	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
USARAK Battery Plants	<p>1. Mr. Del Smith stated, as far as he knew nothing had changed from the last meeting.</p> <p>Mr. Rick Williams advised there were two on-going actions at this time and they have the contract vehicles and the funds in place now. He added the Department of Public Works will just be addressing the power issues at the Birch Hill site and he was in the process of reviewing the Statement of work (SOW). Rick added they should have the parts in by December 31 and the work completed by April 1, 2020. He stated he would like to sit down with Travis and Scott and discuss the R56 ground requirements, as well.</p>	
7.17 Upgrade	2. Del briefed Motorola was still working on the punch list items and asked Mr. David Reed to brief on the System security scans for the Risk Management Framework.	



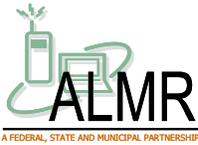
<p>September Document Reviews</p> <p>September Metrics</p> <p>Annual User Council Election</p>	<p>David stated for the past week and a half, a five-person team from Motorola had been scanning the network. He advised that out of the scan they were expecting to receive a list of issues requiring resolution to have the network certified and all the findings and mitigation efforts will be rolled into the RMF accreditation package. David briefed this process is following the legal requirements for security.</p> <p>Del asked if Colonel Maxwell would make the final decision in November or December and David responded, as of right now, they are looking at December 1.</p> <p>4. Del noted the Cooperative and Mutual Aid Agreement and the System Incident Response Policy and Procedure 400-2 had been reviewed by the Operations Management Office (OMO) in September.</p> <p>5. Del advised the calls took a nose dive in September. He noted the group calls were at 1,227,351 which was a drop by over 200K from August, and the push to talks were at 1,862,083 which was a drop of about 400K. Del added the busies were at a high of 2,223 in July, dropped by about half in August and were down to 289 in September</p> <p>6. Del briefed the OMO would be sending out a request for individual nominations for the Chair and Vice Chair after the meeting. He stated the nominees will be asked if they are willing to serve before they are added to the ballot and if a nominee is not willing to serve, the nominating sector will be asked to submit a new nominee name.</p> <p>Del reminded the council members there can only be one vote for each position from each sector; therefore, primary and alternate representatives should discuss their nominee and come to a consensus before submitting names to the OMO. He added nominee submissions must be returned to only the OMO and not shared.</p> <p>Del also advised the group that voting will take place in November; all nominees will be on the ballot, which must be returned to only the OMO and not shared and that the selectees will be announced at the December meeting.</p>	
<p>System Management Office</p>	<p>Mr. Travis Conant, System Manager</p>	<p>Action Items Assigned</p>
<p>7.17 Upgrade</p>	<p>Mr. Travis Conant advised Motorola was moving forward and completing the punch list items, but there was no final date of acceptance at this time. He added they are also in the process of cleaning up the cables in the Tudor Road Master Site.</p>	



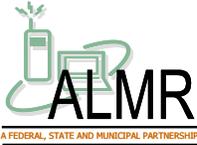
	<p>John asked how well did the upgrade go and Travis stated there was some learning along the way, and having two different managers for it caused some issues, but overall Motorola did a great job.</p> <p>Mr. Timothy Woodall asked about the MotoBridge and Travis stated they were currently getting a quote for WAVE for the ranges and Mr. Jason Beach was also waiting on some additional information.</p> <p>Mr. Woodall asked if they could pay the final invoice or would a contract modification be required to deal with the MotoBridge/WAVE change.</p> <p>Rick stated the ranges would be on a separate DOD contact with the USARAK subscribers and the WAVE change for JBER was on the 7.17 contract. He advised the contract line item number (CLIN) was the same cost to substitute WAVE for MotoBridge at JBER, and the other locations would move forward separately.</p> <p>Mr. Woodall stated he was just trying to figure out if he could proceed with the November closeout for the final invoice of five percent and Rick agreed he could.</p>	
State of Alaska	Mr. Scott Stormo	Action Items Assigned
Deferred Maintenance	<p>Mr. Scott Stormo stated they were heavily into doing the deferred maintenance projects that were funded, including the MPLS, which is the routing equipment at the sites. He added they were also trying to get every piece of System equipment upgraded and also had a whole lot of microwave to put in place. Scott advised his crew was at Site Summit today replacing about three different microwave shots and they will continue to travel as much as they are allowed to continue that effort. He stated most of the maintenance should not be service affecting.</p> <p>Del added the quarterly zone controller rollover is scheduled for November 6 between 4 and 6 a.m. and they have been talking with Brian from the Office of Information Technology (OIT) office as he has some work he'd like to do simultaneously during the same maintenance window.</p> <p>John asked how Scott, as he's scheduling the microwave rebuilds, keep everyone informed and Del advised it is all included in the Daily Report.</p> <p>Travis noted he is working directly with Scott's people to notify agencies ahead of time.</p>	
Department of Defense	Mr. Timothy Woodall	Action Items Assigned



<p>Next Upgrade</p>	<p>Mr. Timothy Woodall briefed they were trying to get the cost breakout for the next upgrade from Motorola. He noted he had received the total but needed the specific service costs. Mr. Woodall stated right now they were forecasting December 2020 as the timeframe the services will need to have the money in place.</p> <p>Mr. Woodall asked Scott when he expected they would have a proposal from Motorola and Scott replied he did not expect anything until they were well into the Quantar replacements.</p> <p>John added if they got the funding for the Quantar replacement, they wouldn't receive it until June 2020 and it would take some time to actually do the work, and the upgrade couldn't be started until after the replacements are completed.</p> <p>Mr. Woodall advised the System would be in a no patch situation again in November 2020. He explained he would prefer to start the next upgrade planning in June 2020 and perhaps that could occur simultaneously with the Quantar replacements.</p> <p>Scott asked if the DOD planned on doing the SUA.</p> <p>Mr. Woodall stated he was asking for funding but needed to know what the State planned on doing. He reminded everyone this has been an "all or nothing" situation in the past.</p> <p>Mr. Sean Kostelnik stated there needed to be 12 months notification for any upgrade.</p> <p>Mr. Woodall requested Motorola provide a timeline for the GTRs and the upgrade and Sean stated it would take approximately three days per site to do the GTRs.</p> <p>Scott stated with 72 sites to be done this would be a daunting task.</p> <p>John stated DPS, DOT and DNR are all endorsing the ask, as well as Commissioner Tshibaka. He noted the discussions have been positive for the supplemental</p>	
<p>New Business</p>	<p>Discussion</p>	<p>Action Items Assigned</p>
<p>New Incident Command (IC) Zones</p>	<p>John introduced the proposal for the new interoperable communications zones as Mr. Nate Skinner was not present. He pointed out the purpose was to simplify the current zone structure and clear up the confusion of which channels to use, what situations to use them for, etc. John stated Nate had done a lot of work on the proposed zones.</p>	



	<p>Mr. Jim Goodman briefed he had worked closely with Nate on this and they were looking for a real simplified answer to the complaint of, "I can't find it in my radio."</p> <p>Del advised if the new structure was approved several policy and procedural documents would need to be revised. He also reminded the group it would require the Executive Council's approval for the new zones.</p> <p>Mr. Woodall stated the ADMIN zone was required for major Federal support of a large scale disaster providing the ability to hand them radios and they could go function on their own.</p> <p>Jim advised the ADMIN zone will stay in place and the other zones would be consolidated.</p> <p>Chief Pete Mylnarik stated his concern was that all the radios would need to be reprogrammed and before he voted, he'd like to see the plan to reprogram 20K radios.</p> <p>There was some additional discussion on regarding establishing a cutover date for completion and how they will address people having different zones in their radios during the reprogramming process.</p> <p>Mr. Woodall stated they needed to have an implementation plan/proposal prepared when it's presented to the Executive Council and possibly a fleetmap workshop made available to agencies.</p> <p>John asked for a motion regarding the replacement of the current incident command zones.</p> <p>Motion: Move to replace all State and Regional interoperable communications zones, with the exception of the ADMIN Zones.</p> <p>Motion: Mr. Rick Williams Second: Greg Patz</p> <p>The members present were polled and a quorum concurred with the decision/motion.</p>	
Next meeting	Discussion	
	John stated the next meetings are November 6 and December 4.	
Adjournment	Discussion	
	<p>John asked if there was any other discussion and hearing none, he asked for a motion to adjourn the meeting.</p> <p>Motion: Adjourn the September monthly User Council meeting.</p>	



Alaska Land Mobile Radio

***ALMR User Council
Meeting Minutes***

Date: October 2, 2019

	<p>Motion: Greg Patz Second: Jim Goodman</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 3:04 p.m.</p>	
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