



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
U	Connolly	Ryan	MSgt	DOD USAF, JBER
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, FBI
T	Nelson	James	Officer	Fed Non-DOD, US Forest Service
N/A	Martin	Chris	Mr.	DOD USAF, Eielson AFB
N/A	Patz	Greg	Mr.	SOA DOT
P	Rockwell	John	Mr.	SOA DPS, <b>Chair</b>
P	Skinner	Nate	Mr.	SOA All Others, DNR Forestry, <b>Vice Chair</b>
U	Wolfe	John	Mr.	Fed Non-DOD DOI, US Fish & Wildlife Service

Alternate				
T	Brown	David	Mr.	Fed Non-DOD, FBI
T	Cole	Henry	Mr.	SOA DOT
P	Eubank	Greg	Mr.	SOA All Others, DMVA
T	Gangstad	Linda	Ms.	Fed Non-DOD, TSA
N/A	Berrian	Keith	Deputy Chief	Municipalities North
P	Goodman	Jim	Mr.	Municipalities Central, MatSu Borough
	<b>VACANT</b>			Fed Non-DOD DOI, Bureau of Land Management
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
N/A	Loughton	Mike	Special Agent	Fed Non-DOD, US Forest Service
N/A	Morgan	Leon	Mr.	SOA DPS
T	Mlynarik	Pete	Chief	Municipalities Central, Soldotna PD
P	Nelson	Scott	Mr.	SOA All Others, DMVA
U	Paice	Stephen	SSgt	DOD USAF, JBER
N/A	Scott	Heath	Chief	Municipalities Southeast, Haines Borough PD
P	Williams	Rick	Mr.	DOD, US Army - Alaska

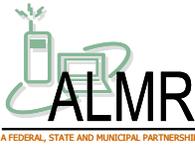
**Supporting Staff and Guests:**

P	Conant	Travis	Mr.	System Manager
P	Doolittle	Bill	Mr.	DPS
P	Kostelnik	Dean	Mr.	Motorola Solutions
P	Nicholl	Jim	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	White	Chris	Mr.	SOA OIT
P	Woodall	Tim	Mr.	DOD COR/PM



2. Meeting Minutes and Action Items.

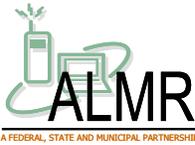
<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Call to Order</b>	Mr. John Rockwell called the meeting to order at 1:30 p.m.	
<b>Roll Call</b>	Roll call was taken and a quorum of User Council (UC) members was in attendance.  Ms. Erann Kalwara joined on the phone and Mr. Timothy Woodall joined in person 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 a chance to review the May meeting minutes. There general consensus was they responded they had. John asked if there were any requested changes and there were no responses.  <b>Motion: Approve the May 1 meeting minutes, as written.</b>  <b>Motion: Mr. Nate Skinner</b> <b>Second: Mr. Jim Goodman</b>  There were no objections. The motion <b>passed</b> .	
<b>Issues &amp; Risks Log Item Number</b>	<b>Active Issue</b>	<b>Action Items Assigned</b>
	John requested Ms. Sherry Shafer to review the Issues and Risks Log. She stated there were no changes from last month.	
	<b>Issues Closed at, or since, last meeting</b>	
<b>Action Items Review</b>	<b>Opened Items</b>	<b>Resolution</b>
	John read the action item from the May meeting, which was closed on May 2 for the OMO to distribute the draft IC Zone structure to the council members.	
<b>Operations Management Office</b>	<b>Mr. Del Smith, Operations Manager</b>	<b>Action Items Assigned</b>
<b>Birch Hill Battery Plant Inverters</b>	1. Mr. Del Smith asked if there were any updates on the Birch Hill battery plant and Mr. Rick Williams stated it was still going to happen and DPW was still going to complete it, but there was no change in the project at this time.	
<b>7.17 Upgrade</b>	2. Del stated Mr. Travis Conant was in the best position to talk about the upgrade.  Travis briefed it's been a very busy week and there have been a few issues along the way. He noted during the first	



	<p>zone controller roll they lost all the conventional resources System wide but all the trunking rolled like it was supposed to. Travis advised the Motorola team found the problem very quickly and they were able to rectify the problem in about two hours by dialing into each of the conventional channel gateways (CCGWs) and reboot them, which brought them back up.</p> <p>Travis stated the core is upgraded to 7.17 and they pushed the new configuration files to all the RF sites in all three zones. He added they had lost two sites during this, Harding Lake and Hill 3265; Harding Lake has been restored and they are working on Hill 3265. Travis advised they had also started pushing new configuration files to all consoles two days ago and should be finishing up today. He noted the last two sites to do are Soldotna and MATCOM.</p> <p>Travis briefed there were six teams out doing upgrades to consoles from Windows 7 to Windows 10 and changing out any switches or any legacy equipment out there that needs to be replaced for the upgrade. He stated they were hoping to be done by end of this week or beginning of next week with consoles.</p> <p>Travis advised that after that they would be moving on to changing out all the legacy 2626 switches at all the RF sites sometime next week. He stated they were getting over the hump on the main part of the upgrade today and then will start doing the cleanup.</p> <p>Travis asked if there were any questions or if anyone had been having any issues and there were no responses.</p> <p>John asked if there was going to be an after action report generated at the end to document some of the things that went well, as well as things we need to be aware of for the next upgrade.</p> <p>Travis responded yes and they were meeting with Mr. Charles Duke and Mr. Mike Ball on Friday and then they would also have a meeting with Mr. Scott Stormo and Mr. Tim Woodall.</p> <p>Mr. Woodall asked about the MotoBridge.</p> <p>Scott stated Mr. Mike Hawkins was working on it, but the issue still remained if it could even be upgraded or needed to be replaced by WAVE or something different.</p> <p>Mr. Woodall pointed out that's the same response received the last three times the question was asked.</p>	
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	<p>Travis advised he didn't know what Motorola's plan was, whether it was to upgrade the MotoBridge, go to WAVE or use MCCs, but it would not happen until after the upgrade was completed, sometime in August was the last he heard.</p> <p>Mr. Woodall asked Rick if WAVE would work for them and</p> <p>Rick stated it absolutely would, but did it cost more?</p> <p>Scott answered no. He clarified that if the State was paying for it, they already paid for the MotoBridge upgrade and that's what they would pay for whatever Motorola does on the upgrade. Scott added if the contract was coming through them, he'd say they paid what they paid to upgrade MotoBridge and if that means they get a \$1M worth of MCCs, then he'd stick with that; it shouldn't cost any more was his take. He also stated what he's been hearing is there is a lot of risk with touching MotoBridge; it works right now and if they try to upgrade it they could break it, and there is not a lot of support to MotoBridge to try to recover it if it does break.</p> <p>Mr. Jim Nicholl stated MotoBridge will work on 7.17, but there is that fear of turning it off and turning it back on. From a WAVE perspective, the System already has a WAVE capability on it.</p> <p>John advised early WAVE there were issues connecting and didn't know if they had identified what the scenario was, but there had been tweaks since then and the upgrade. He wants to see how it works after the upgrade.</p> <p>Mr. Woodall stated the Defense Information Systems Agency (DISA) has not yet given them a positive on the accreditation of the WAVE APP and from their perspective it would not be accredited anytime soon.</p> <p>Scott noted the PC application may not be accredited either.</p> <p>Mr. Woodall briefed they had tried to put WAVE on senior leadership phones and it was denied.</p> <p>Travis advised he'd been talking to the STs this week and their recommendation, specifically for the ranges, was MCC console with a CCGW but that's an additional cost. He added that was their recommendation on providing something that could do everything MotoBridge does, and then some, and take care of all their needs.</p> <p>Del added, as a side note, during the course of telling dispatch centers they'd be down during the upgrade, one stated they didn't have any backup but fortunately, there was</p>	
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<p><b>SOA FY20 ALMR Budget</b></p> <p><b>Letter to the Governor re: Quantar replacement</b></p> <p><b>Annual Subscriber Inventory Confirmation</b></p> <p><b>Cost Share/FY20 Membership Agreements</b></p> <p><b>May Document Reviews</b></p>	<p>a built in redundancy in their console and they didn't go down.</p> <p>Assistant Chief Doug Fournier asked who Del had spoken to and Del responded.</p> <p>Del pointed out the issue was that they had never used the doomsday radios, so it was really a lack of understanding and training.</p> <p>Doug advised there was a bunch of new dispatchers.</p> <p>3. Del advised as far as he knew nothing had changed with the current State budget and it seemed to be delayed due to discussions regarding the permanent fund dividend. Del added the OMO/SMO FY21 budget was nearly complete and would be distributed to the council via email with a vote of approval expected at their July meeting. He stated the one hold up was the attachment from Motorola showing lifecycle products and maintenance costs.</p> <p>4. Del reminded everyone the Executive Council had directed him to draft a letter in April. He stated it had been finalized and the signatures obtained and the only thing left was to figure out how to deliver it to the Governor. Del added he had arranged a meeting with the Governor's Chief of Staff on Friday and would give him the letter along with the final report on the November 2018 earthquake.</p> <p>5. Del stated there were 124 forms received back from the agencies and two agencies with extension still pending completion and return of their forms.</p> <p>6. Del briefed all the calculations had been completed and the Federal Non-DOD agencies had been notified of their cost share amounts. He advised 111 membership agreements had been distributed to agencies for signature and 49 returned, so far. Del added there were still nine agencies who had not verified their information was current.</p> <p>Del also advised the council Kodiak Police Department was the newest member agency and that the US Post Office Inspector General had contacted him about joining. He stated the OMO was waiting for verification of the DOD cost share amounts to distribute those agreements.</p> <p>7. Del noted the Technology Policy and Procedure 300-2, System Key Usage Policy and Procedure 400-16 and Service Level Agreement had all been reviewed in May and updated, as appropriate.</p>	
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	He stated they were working with around \$800K to refresh the network routing equipment and network management system.	
<b>Department of Defense</b>	<b>Mr. Timothy Woodall</b>	<b>Action Items Assigned</b>
<b>Contracts</b>	<p>1. Mr. Tim Woodall asked if the State was good to go on the maintenance contract and Scot responded affirmatively.</p> <p>Mr. Woodall stated he had sent the contract costs out to the DOD side for FY19 and FY20 to the services. He added there was an extension of the Operations Management contract and although they had anticipated a 30 percent cost increase, it stayed the same.</p> <p>Mr. Woodall added the IOMS and OMO contracts were under one Miscellaneous Obligation Reimbursement Document (MORD), and if that billing could be completed before July 1, it would be helpful.</p> <p>Scott advised they all should have been invoiced but he was not sure of the status of the collections from those agencies, but the next fiscal year billing would not begin until August after closeout is done.</p> <p>Mr. Woodall clarified he was talking getting the invoices FY18 and FY19 settled by July 1.</p> <p>Rick advised they had been trying to pay, they had been invoiced, but the State wouldn't take the funds. He stated they had to either execute it or de-obligate the funds.</p> <p>Scott requested that Rick send him the email traffic regarding the issue.</p> <p>Mr. Woodall reiterated the goal was for all FY18 funds billing to be completed by June 30 because the money is only two-year money.</p>	
<b>GTRs Received</b>	<p>2. Mr. Woodall advised they had received the equipment and it was in the warehouse. He stated it should also be invoiced in around another week, and asked Scott if Motorola had been paid for the first round of invoices.</p> <p>Scott stated it looked like someone had sent a partial payment to the State instead of Motorola, so they were trying to chase that down.</p> <p>Mr. Woodall added that apparently they hadn't read the directions and hopefully the second round of invoices would go smoother.</p>	



	Del stated a new sergeant called from Clear about their billing and he had put him in touch with Blessy and they'd been exchanging emails back and forth to take care of it.	
<b>New Business</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Incident Command Zone Updates</b>	Nate briefed he hadn't received any comments on the IC Zone updates but he was not ready to discuss it yet. He added he would try to have another meeting this month, but would have to take it day by day to determine the feasibility.	
<b>Next meeting</b>	<b>Discussion</b>	
	John stated the next meetings are scheduled for July 3 and August 7.	
<b>Adjournment</b>	<b>Discussion</b>	
	John asked if there were any other discussion and hearing none, he asked for a motion to adjourn the meeting.  <b>Motion: Adjourn the June monthly User Council meeting.</b>  <b>Motion: Nate</b> <b>Second: Jim</b>  There were no objections. The motion <b>passed</b> .  The meeting adjourned at 2:18 p.m.	