



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>
P	Adams	Steve	Lt	SOA DPS, AST
T	Fronterhouse	Bev	Ms.	Fed Non-DOD, Bureau of Land Management
T	Goggia	Tammy	Ms.	Municipalities Central
T	Johnson	Brad	Chief	Municipalities Northern, Fairbanks PD, <b>Vice Chair</b>
T	Kaizer	Bill	Mr.	Fed Non-DOD, FBI
E	Lampshire	Chris	Patrol Captain	Fed Non-DOD, US Forest Service
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
E	Pentimone	Lee	MSgt	DOD USAF, JBER
E	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
E	Skinner	Nate	Mr.	SOA All Others, DNR Forestry
	VACANT			DOD US Army, FGA DOIM

Alternate				
N/A	Brown	David	Mr.	Fed Non-DOD, FBI
P	Eubank	Greg	Mr.	SOA All Others, DMVA
T	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
T	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
T	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, AST
T	Wolfe	John	Mr.	Fed Non-DOD, US Fish & Wildlife Service
	VACANT			DOD USAF, JBER
	VACANT			DOD, US Army
	VACANT			Municipalities Central
	VACANT			Municipalities Southeast

**Supporting Staff and Guests:**

P	Conant	Travis	Mr.	System Manager
T	Shafer	Sherry	Ms.	Document Specialist
P	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SATS/ETS Manager
P	Woodall	Tim	Mr.	DOD PM/COR

2. Meeting Minutes and Action Items.



Agenda Item	Discussion	Action Items Assigned
<b>Call to Order</b>	Mr. Ocie Adams called the meeting to order at 1:31 p.m.	
<b>Roll Call</b>	Roll call was taken and a quorum of User Council (UC) members was in attendance.	
<b>Introduction of Guests/Special Announcements</b>	There were no special guests or announcements.	
<b>Previous Meeting Minutes</b>	<p>Ocie asked the council members if they had any changes to the draft July minutes. There were no responses. Ocie pointed out that there was a question regarding who had made a statement in the July minutes and after some discussion it was determined to be Mr. John Rockwell. Ocie requested a motion to approve the minutes, with the noted correction.</p> <p><b>Motion: Approve the August 3 meeting minutes, as amended.</b></p> <p><b>Motion: Deputy Chief Brad Johnson</b> <b>Second: Ms. Bev Fronterhouse</b></p> <p>There was no discussion and no objections. The motion <b>passed</b>.</p>	
<b>Issues &amp; Risks Log</b>	<b>Active Issues</b>	<b>Action Items Assigned</b>
<b>User Council Vacancies</b>	<p><b>Item #57</b> remains open.</p> <p>Ocie advised the group there was a new vacancy since the last meeting. The Municipalities Central alternate position was also now vacant along with the JBER alternate, Southeast Municipalities alternate and both primary and alternate positions for USARAK.</p> <p>Mr. Del Smith noted that he had sent emails to the all points of contact for the agencies in the central region asking for nominees. He also spoke directly to the Fire Chiefs' Association on the Kenai Peninsula and stated he would reach out to them again next week.</p> <p>Ocie asked for other discussion and there was none.</p>	
	<b>Pending Issues</b>	
	There were no pending issues.	
	<b>Issues Closed at, or since, last meeting</b>	
	There were no issues closed.	
<b>Action Items Review</b>	<b>Opened Items</b>	<b>Resolution</b>
	Ocie announced the one Action Item from the July meeting was closed.	



	1. Operations Manager to prepare response letter to REACT Alaska regarding their request for membership in ALMR and the decision of the User Council. (CLOSED, July 7)	
<b>Operations Management Office</b>	<b>Mr. Del Smith, Operations Manager</b>	<b>Action Items Assigned</b>
<b>FY17 Infrastructure Operations and Maintenance Services (IOMS) Contract</b>	<p>1. Mr. Del Smith advised the Executive Council had approved the current membership agreements for a 90-day extension to allow the new IOMS contract to be put in place. He noted the State of Alaska (SOA) had executed an extension of the current contract to bridge the gap and they were providing maintenance coverage for the Department of Defense (DOD) sites under this extension. Del stated the extension to the contract was for an initial period of 60 days but the option was available for up to 6 months.</p> <p>Del briefed that the Operations Management Office (OMO) had met with Ms. Blessy Robert from the SOA finance office and Mr. Scott Stormo and Mr. Randy Kilbourne from Enterprise Technology Services to discuss the issue of funds transfer and that Ms. Robert was confident the SOA could utilize the DOD Wide Area Workflow system</p>	
<b>Unication Pager</b>	<p>2. Del briefed the pager had already been tested by Kenai Fire Department and Kachemak Emergency Services, but the consensus was it was too bulky and too expensive. He stated Mr. Rusty Lasell, Tri-Valley Volunteer Fire Department, was picking it up this afternoon and the Municipality of Anchorage had also expressed interest in testing it next.</p> <p>Mr. Greg Eubank stated he would like the opportunity to test it, as well.</p> <p>Del advised that the company spokesman had told him to hang on to it for as long as needed.</p>	
<b>FY17 Membership Agreement Modification</b>	<p>3. Del stated the language in Section V of the current membership agreement pertaining to the DOD needed to be changed to provide the directive for them to transfer funds to the SOA.</p> <p><b>Note:</b> The motion was provided later on in the meeting but for purposes of the minutes, it will remain in the order the original agenda listed it.</p> <p>The following motion was provided.</p> <p><b>Motion: Accept the change to the language in Section V, paragraph A.2 of the membership agreement, which authorizes the DOD member agencies to pay the State of Alaska for their cost share obligations.</b></p>	



<p><b>Site Prioritization</b></p>	<p><b>Motion: Mr. John Rockwell</b> <b>Second: Mr. Bill Kaizer</b></p> <p>Ocie asked if there was any discussion.</p> <p>Mr. Tim Woodall pointed out that the language specifies “cost share” and not total costs. He stated the DOD will be paying their total costs to the SOA as there is a single contract this year versus two separate contracts. Tim recommended deletion of the word “share” from the motion.</p> <p>There was no objection and the <b>amended</b> motion <b>passed</b>.</p> <p>4. Del suggested to the council members that they should go through the previously provided list and vote “yay” or “nay” on the listed sites. He reminded the council that Scott has requested they provide any ideas for sites they wanted to pursue adding or updating at the July meeting.</p> <p>Ocie added that it would be good to go down the list and establish a priority sequence to the list.</p> <p>John asked if they could change or add to the list because there might be better locations that are now known from the time the sites were originally suggested and Ocie stated they could.</p> <ul style="list-style-type: none"> <li>• Delta Junction - Del pointed out that Delta Junction had a long history of the coverage deficiency in the Jack Warren Road area and was a major concern.</li> </ul> <p>The council voted to leave it on the list and they would prioritize the sites at the end of the discussion.</p> <ul style="list-style-type: none"> <li>• North Pole - Del advised North Pole was more a situation of enhancing coverage for portables due to the lack of in-building coverage at the schools.</li> </ul> <p>Brad stated any enhancements should be funded locally.</p> <p>The council voted to remove it from the list stating that voting repeaters in vehicles might correct the issues.</p> <ul style="list-style-type: none"> <li>• Houston/Knik Goose Bay - Del stated there had been some on and off again discussions with MatSu Borough regarding funding a site in the area. He reminded the council at one time there had been discussion of taking some of the channels from Fire Station 12 to establish a site in the Houston/Knik Goose Bay area because it was growing so rapidly.</li> </ul>	
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	<p>The consensus of the council was for the potential site to stay on the list.</p> <ul style="list-style-type: none"> <li>• Skagway - Del stated his recollection was that Skagway was a DOT issue and the previous discussion was to put a repeater at Mine Mountain.</li> </ul> <p>Ocie advised the person who had the most knowledge regarding this issue had just retired from DOT. He pointed out there were other locations with higher priorities in his mind and he would prefer to table it for now.</p> <p>Scott stated he had heard DOT was putting in a power line to Mine Mountain and Ocie advised it had been funded but no work had begun on it at this time.</p> <ul style="list-style-type: none"> <li>• Nenana – Del reminded the council the original plan had been to take the Quantars from the Clear site when it was removed from the AT&amp;T location, but Clear decided to re-install it on the installation. He stated he felt it was still a fairly high priority and Ocie agreed.</li> </ul> <p>Greg pointed out North Nenana Hill was a big obstacle for ALMR in the area because it shadowed the Nenana site and Clear only provided marginal coverage.</p> <p>Del asked if the council wanted to leave it on the list and Ocie stated yes.</p> <ul style="list-style-type: none"> <li>• Chena Dome – Del stated there was no site in the area and the wild fire evacuation a few years ago showed the need for coverage there.</li> </ul> <p>Brad advised if it was not super expensive it should stay on the list as a high priority. He stated from a public safety standpoint it was uncovered roadway and agencies still had to respond to incidents in the area.</p> <p>Scott noted there was currently no power at their conventional site, but only solar and wind generator. He advised AST, DNR, and EMS all had conventional repeaters there.</p> <p>Ocie suggested tabling the item until more information could be obtained.</p> <p>Mr. David Gibbs stated there was definitely a need to get something out in this area.</p>	
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	<ul style="list-style-type: none"> <li>• Haines Highway – Del stated the current Haines site doesn’t get a lot of use and suggested taking the additional site off the list.  Ocie agreed.</li> <li>• Moose Pass – Del noted since the Moose Pass site was moved, this didn’t seem to be an issue anymore and suggested removing it and it was agreed upon.</li> <li>• Exit Glacier – Del stated this wasn’t a particularly good location to consider and Ocie concurred. He stated DOT had moved their station by Moose Pass and there wasn’t a real need in this area any more.</li> <li>• Valdez – Del reminded the council this was an issue that Chief Bill Comer (at the time) had brought up.  Ocie pointed out it was in regards to the subdivision near the airport road. He recommended tabling it for now.</li> <li>• Sitka – Del advised this was no longer an issue since the Daniels repeater had failed and ALMR equipment had been installed at the site. He stated the site was operating although connectivity issues had kept it from being declared fully operational at this time.  Ocie noted it was now a maintenance issue versus an expansion issue and recommended removing it from the list.</li> <li>• Tok Cutoff – Ocie stated this was a very high traffic area for DOT and they only had one conventional repeater there which DOT, EMS and AST all use. He stated it should be a high priority.</li> <li>• Taylor Mountain – Del pointed out a System Change Request had been approved by the Executive Council.  Tim stated Mr. Dean Strid had wanted to put a site there because the road up there had no coverage. He advised there was some infrastructure already there and the military had told Dean they would support it  Scott stated there was an opportunity to put a site in there relatively inexpensively, so he wouldn’t take it off the list.  Ocie advised tabling it for now.</li> </ul>	
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<p><b>McHugh Creek Fire</b></p> <p><b>Mid Salcha Fire</b></p>	<ul style="list-style-type: none"> <li>• Tazlina – Del stated he couldn't recall why this was on the list and Ms. Sherry Shafer stated Mr. John Lynn had brought it up on 2014.</li> </ul> <p>Everyone agreed to remove it.</p> <ul style="list-style-type: none"> <li>• Blueberry Hill – Del advised a lot of the base radio traffic, AST and APD hit this site. He stated it was more of a capacity issue and suggested it be left on the list but tabled for now.</li> </ul> <p>Scott asked if there wasn't another area from a few years ago down in Homer that was an issue and Del stated it was on East End Road.</p> <p>Ms. Tammy Goggia added there was a fire in Homer and the command post had been set up at Mile 11 on East End Road, where it turned out there was no ALMR coverage.</p> <p>Scott also asked about previous discussion regarding Bethel and stated he thought Mr. Max McGrath had submitted something on it.</p> <p>Del clarified that had been discussed because of the connectivity that GCI's Terra West project could provide and it was an effort to gain support from the local politician but in the end it turned out to be pretty pricey.</p> <p>There were some other side discussions regarding how to proceed and Tim reminded the council there would be 30 – 35 excess Quantars from that could potentially be used to reduce the cost of adding a new site or increasing capacity.</p> <p>Ocie asked the group to prioritize the remaining sites from the list. The council agreed upon the following:</p> <ul style="list-style-type: none"> <li>➢ Delta (coverage expansion)</li> <li>➢ Houston/Knik Goose Bay (coverage expansion)</li> <li>➢ Tok Cutoff (coverage expansion)</li> <li>➢ Chena Dome (coverage expansion)</li> <li>➢ Nenana (capacity increase)</li> <li>➢ Blueberry (capacity increase)</li> </ul> <p>5. Del stated this site had mainly impacted the Hope site and it had handled it well; there were no busies. He noted Forestry (DOF) was extremely happy with the performance of ALMR from what he had heard.</p> <p>6. Del explained this fire was close to Hill 3265 on Eielson and when the fire broke out this was the only site DOF could see. He stated initially they were having trouble accessing the site and thought they were blocked from using it, but Travis came into the office and checked it out and everything</p>	
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<p><b>Tri-Valley VFD /FECC</b></p> <p><b>Document Reviews</b></p> <p><b>System Metrics</b></p>	<p>was okay. Del stated it was his understanding that it was critical to the communications back to DOF headquarters during the fire.</p> <p>7. Del advised the council that the University of Alaska Fairbanks (UAF) Fire Department had been dispatching Tri-Valley VFD for some time but because of personnel losses they had advised Tri-Valley they could no longer do so; therefore, Tri-Valley had been working with the Fairbanks Emergency Communications Center (FECC) to set up their dispatching through them. He explained during the process UAF experienced a power failure which damaged the consoles and accelerated the need for FECC to take over dispatch immediately. Del stated the SMO programmed the talkgroup for Tri-Valley into the FECC consoles in less than an hour, which is something you couldn't accomplish with a conventional system, and this was another good example of the value added from ALMR.</p> <p>8. Del briefed that the council had approved the updates to the Cybersecurity Policy and Procedure and the OMO had approved minor changes to the Interoperability Procedure, the Spectrum Licensing and Management Procedure and the Grant Guide.</p> <p>9. Del briefed push-to-talk transmissions were down about 90K and busies were down approximately 50 percent. He also stated the OMO and System Management Office were still researching the busy discrepancies at Pole Hill.</p>	
<p><b>System Management Office</b></p>	<p><b>Mr. Travis Conant, System Manager</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>Hill 3265 and Pole Hill Quantar Replacement</b></p>	<p>Mr. Travis Conant advised the group that both Pole Hill and Hill 3265 had been updated from Quantars to GTR8000s last week.</p> <p>Mr. Dave Jones stated they were also looking into the possibility of updating Quarry Hill later this fall.</p>	
<p><b>State of Alaska</b></p>	<p><b>Mr. Scott Stormo, SOA</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>IOMS Request for Proposal (RFP)</b></p> <p><b>Legislative Intent Language</b></p>	<p>1. Mr. Scott Stormo briefed that the SOA was still working through the process and expected to award the contract sometime this month.</p> <p>2. Scott advised the council that the intent language previously proposed by the Legislature to have the Department of Administration (DOA) seek a Request from Industry (RFI) for potential system replacement options for ALMR went through in the FY17 budget. He noted DOA would be looking into outside consulting firms to help them through the process.</p>	
<p><b>Department of Defense</b></p>	<p><b>Mr. Tim Woodall, ALMR DOD Representative</b></p>	<p><b>Action Items Assigned</b></p>





<p><b>IOMS RFP</b></p> <p><b>DOD Quantar Replacements</b></p> <p><b>R1 North Changes</b></p>	<p>1. Mr. Tim Woodall advised the council that the DOD was still working on a resolution to get funds transferred to SOA and they had a meeting tomorrow to come to a solution. He pointed out that the end-of-year funding for the DOD was in jeopardy.</p> <p>2. Tim stated that Joint Base Elmendorf-Richardson (JBER) had previously replaced their Quantars, Eielson was currently working on replacing theirs and the Army had the funding to replace theirs in FY17.</p> <p>3. Tim advised the council that DOD would be reorienting R1 North from the Tudor Master Zone Controller to the Birch Hill Master Zone Controller in 2017.</p>	
<p><b>Old Business</b></p>	<p><b>Discussion</b></p>	<p><b>Action Items Assigned</b></p>
	<p>There were no Old Business items.</p>	
<p><b>New Business</b></p>	<p><b>Discussion</b></p>	<p><b>Action Items Assigned</b></p>
<p><b>ALMR Twitter Account</b></p> <p><b>Statewide Interoperable Governance Body (SIGB)/Statewide Communications Interoperability Plan (SCIP)</b></p>	<p>1. Del advised the council members that the Operations Management Office (OMO) had been directed by the Executive Council to establish a Twitter account and he was working with Mr. Jim Steele to do so. He stated any tweets would come directly from him, as the Operations Manager.</p> <p>2. Mr. John Rockwell reminded the council that the National Governor's Association (NGA) had come to Alaska a couple weeks ago to help create a Governance structure with regard to communications in Alaska. He advised the item they worked on was establishing a State Interoperability Governance Body (SIGB), for which they drafted the executive order and it was going through the final draft process.</p> <p>John stated the other item they worked on was the SCIP, which had been updated in 2013, but never signed. He noted they relooked at the goals and the Deputy Commissioner Comer had directed him to work with Mr. David Aragon, Department of Military and Veterans Affairs, and they would be reaching out to agencies for feedback.</p> <p>John stated they had also discussed a 9-1-1 surcharge, which would require legislative action to change the current structure. He noted this was a very political subject with many hurdles and given the current environment, they wouldn't be pushing it forward at this time. However, John stated they were still working on ways to wrap ALMR into the surcharge.</p>	
<p><b>Next meeting</b></p>	<p><b>Discussion</b></p>	
	<p>Ocie advised the council he would be out of state at a wedding and Brad would be hunting for the September meeting. He stated the two options were that he could try to</p>	



	<p>call in but would be in an area with poor cell reception or the meeting could be cancelled. Ocie asked the council members what they wanted to do.</p> <p>The following motion was offered.</p> <p><b>Motion: Cancel the September User Council meeting, due to the absence of both the Chair and Vice Chair.</b></p> <p><b>Motion: Bev</b> <b>Second: Lt Steve Adams</b></p> <p>There were no objections. The motion <b>passed</b>.</p> <p>Ocie announced the next two meetings would be October 5 and November 2.</p>	
<b>Adjournment</b>	<b>Discussion</b>	
	<p>Ocie asked if there were any other comments or discussion items.</p> <p>Hearing none, he stated he would accept a motion to adjourn the meeting.</p> <p><b>Motion: Adjourn the August monthly User Council meeting.</b></p> <p><b>Motion: Brad</b> <b>Second: Ocie</b></p> <p>There were no objections. The motion <b>passed</b>.</p> <p>The meeting adjourned at 3:05 p.m.</p>	