



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

Alternate				
N/A	Brown	David	Mr.	Fed Non-DOD, FBI
N/A	Cicciarella	Bob	Chief	Municipalities Central
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
N/A	Kain	Paul	Mr.	Fed Non-DOD, USFS
N/A	Patz	Greg	Mr.	SOA DOT
E	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 Southeast

**Supporting Staff and Guests:**

P	Conant	Travis	Mr.	System Manager
P	Jennings	Dave	MSgt	Joint Base Elmendorf-Richardson
P	Morgan	Leon	Mr.	Department of Military and Veteran Affairs
P	Nicholl	Jim	Mr.	Motorola® Solutions
P	Richter	Bruce	Mr.	OEC Region 10 Coordinator
T	Shafer	Sherry	Ms.	Document Specialist
P	Stirrat	Tracey	Ms.	Motorola® Solutions
P	Smith	Del	Mr.	Operations Manager
P	Stormo	Scott	Mr.	SATS/ETS Manager
P	Williams	Rick	Mr.	US Army Alaska
P	Williamson	Anthony	SSgt	Joint Base Elmendorf-Richardson



2. Meeting Minutes and Action Items.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Call to Order</b>	Mr. Ocie Adams called the meeting to order at 1:31 p.m.	
<b>Roll Call</b>	Initially roll call was taken and a quorum of User Council (UC) members was not in attendance. However, Mr. John Wolfe dialed in shortly after the meeting began and a quorum was achieved	
<b>Introduction of Guests/Special Announcements</b>	There were no guests or special announcements	
<b>Previous Meeting Minutes</b>	<p>Ocie asked the council members if they had a chance to read the draft October minutes. There were no responses. Ocie requested a motion to approve the minutes.</p> <p><b>Motion: Approve the October 5 meeting minutes, as amended.</b></p> <p><b>Motion: Mr. Dave Jones</b> <b>Second: Mr. Nate Skinner</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 reminded the group there were vacancies in both the JBER primary and alternate, U.S Forest Service primary position, Southeast Municipalities alternate and both primary and alternate positions for USARAK.</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 two Action Items from the October meeting were both closed.	
<b>Operations Management Office</b>	<b>Mr. Del Smith, Operations Manager</b>	<b>Action Items Assigned</b>
<b>Unication Pager</b>	1. Mr. Del Smith advised the pager had been returned today by the Municipality of Anchorage (MOA) and Mr. Greg Eubank had requested it next for testing. He noted no one seemed to be real interested in it because it is too big and too expensive and the battery life was too short. Del added	



<p><b>FY18 OMO/SMO Budget</b></p> <p><b>Twitter Account</b></p> <p><b>Annual User Council Elections</b></p> <p><b>FY17 Membership Agreement</b></p> <p><b>October Document Reviews</b></p> <p><b>October System Metrics</b></p>	<p>that the State of Michigan used it and seemed to be happy with it.</p> <p>2. Del advised the council members the budget had been finalized and was distributed to the Executive Council after their October meeting. He noted there was one voting member left to respond and then it would be provided to Enterprise Technology Services for inclusion in the State budget.</p> <p>3. Del reminded the council the policy and guidelines had been approved recently by them and he had provided some draft Tweets regarding two recent incidents to Mr. Jim Steele to post to the account. He stated one was regarding the fire at Moose Creek north of Palmer which was supported by the Bailey Hill site. Del noted the Division of Forestry did not have to utilize their conventional repeaters as the ALMR System met their needs.</p> <p>Del advised the second incident was a power outage on the Kenai Peninsula which affected 937 homes and took a couple hours to resolve. He pointed out the ALMR System was not impacted because it is a public-safety-grade system and hardened against these types of situations.</p> <p>4. Del reminded the council members that nominations were due by Friday, November 4, and each of the voting sectors were to collaborate and agree on their nominees. He emphasized the voting would follow the nomination process and it had to be completed prior to the December meeting.</p> <p>5. Del stated all the FY17 membership agreements had been distributed to the agencies and 49 of the 124 had already been returned and finalized. He advised the council if they hadn't returned theirs yet, they could do so by email, mail or fax.</p> <p>6. Del briefed that the OMO had approved minor changes to the System Clearing and Sanitization Procedure 200-4, the System Vulnerability Assessment Policy and Procedure 400-6, the Help Desk Procedure 400-13 and once again noted the User Council had approved the newly written Twitter Account Use Policy and Procedure 300-8.</p> <p>7. Del briefed that there were approximately 1.1M voice calls, which was up about 90K from September but the busies had dropped from 530 to 366.</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>SOA Console Upgrades</b></p> <p><b>Harris ATP Re-test</b></p> <p><b>Donnelly Dome Battery Plant</b></p>	<p>1. Mr. Travis Conant advised the council that the Motorola team was in Anchorage visiting the four sites that were to receive console upgrades. He stated he expected the upgrade of all 12 consoles to be completed by June 2017.</p> <p>2. Travis stated Harris Corporation would be re-testing one of their radios on November 14, which had previously failed one of the required criteria in the Acceptance Test Procedure (ATP) to operate on the System.</p> <p>3. Travis briefed the batteries at the Donnelly Dome site had still not been replaced but the System Management Office was working on a contract. He pointed the Army was looking at replacing the battery plants at all the Army-owned sites at once.</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>SOA Console Upgrade</b></p> <p><b>Request for Information (RFI) Legislative Intent Language</b></p> <p><b>SOA ETS Budget Request</b></p>	<p>1. Mr. Scott Stormo reiterated the information regarding Motorola's visit and stated he had been in Fairbanks yesterday with the team for a site walk at AST D Dispatch. Mr. Stormo would not be going but ETS personnel and the Motorola team would be going to Goose Creek today and Ketchikan tomorrow.</p> <p>Scott noted MATCOM was looking at replacing their consoles, as well, but was still working through the process. He reminded everyone that this was phase one in the lifecycle refresh process of the System and the next phase would be the upgrade of the Zone Controllers, at the time the software platform was advanced to 7.15 or 7.17. Scott stated the final phase would be the replacement of the Quantar site radios, which are in the vast majority of the State sites.</p> <p>2. Scott advised the council that the Request for Information (RFI) would close on Friday, November 4, and at that time ETS would respond to the Legislature.</p> <p>Mr. David Gibbs asked if any responses to the RFI would be available to the council to review and Scott affirmed he would provide to anyone who was interested.</p> <p>3. Scott noted he would also be providing his budget request soon and he was going to reach for the stars. He pointed out the State of Alaska (SOA) Telecommunications System (SATS) was worse off than ALMR for lack of maintenance and positions that had been empty for two years. Scott stated he would be attempting to set a reasonable level of personnel and funds for SATS in the budget submission.</p> <p>Scott briefed he still had some capital funds left over but was hanging on to those for contingencies. He briefed that during</p>	



	this past year, they had run out of the operating funds provided for in the budget after only three months.	
<b>Department of Defense</b>	<b>Mr. Tim Woodall, ALMR DOD Representative</b>	<b>Action Items Assigned</b>
	Mr. Tim Woodall was not present for the meeting.	
<b>Old Business</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
	There were no Old Business items.	
<b>New Business</b>	<b>Discussion</b>	<b>Action Items Assigned</b>
<b>Change of UC Representative for DPS</b>	<p>Del briefed that Mr. Leon Morgan would be coming back to the User Council and he was also the Statewide Interoperability Coordinator.</p> <p>Leon advised he would be working between offices at the Department of Military and Veteran Affairs (DMVA) and the Department of Public Safety (DPS). He stated he should have additional news by the next meeting.</p>	
<b>Next meeting</b>	<b>Discussion</b>	
	Ocie advised the next regularly scheduled meetings were December 7 and January 4, 2017.	
<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 November monthly User Council meeting.</b></p> <p><b>Motion: Tammy</b> <b>Second: Dave</b></p> <p>There were no objections. The motion <b>passed</b>.</p> <p>The meeting adjourned at 2:00 p.m.</p>	