



A FEDERAL, STATE AND MUNICIPAL PARTNERSHIP

Alaska Land Mobile Radio

***ALMR User Council
Meeting Minutes***

Date: December 4, 2013

1. Attendance.

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

User Council Members and Alternates

Primary				
T	Adams	Ocie	Mr.	SOA DOT&PF
T	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
T	Fronterhouse	Bev	Ms	Fed Non-DOD, Bureau of Land Management
P	Halden	Jordan	Mr.	SOA All Others, DNR Forestry
E	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD
N/A	Lampshire	Chris	Mr.	Fed Non-DOD, US Forest Service
T	Leveque	Matt	MAJ	SOA DPS, AST, Chair
T	Martin	Chris	Mr.	DOD USAF, Eielson AFB
P	Murphy	Peter	Mr.	Fed Non-DOD, FBI, Vice Chair
U	Mitchell	William	Mr.	DOD USAF, JBER
U	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
T	Williams	Rick	GS-12	DOD US Army Alaska

Alternate				
N/A	Arasz	Paul	Mr.	Fed Non-DOD, FBI
N/A	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
E	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
T	Goggia	Tammy	Ms.	Municipalities Central, Soldotna AST Dispatch
N/A	Jones	Dave	Mr.	DOD USAF, Eielson AFB
T	Kain	Paul	Mr.	Fed Non-DOD, USFS
U	Leggett	Ray	Chief	Municipalities Southeast, Skagway PD
N/A	Lewis	Mike	Mr.	Fed Non-DOD, US Fish & Wildlife Service
N/A	Patz	Greg	Mr.	SOA DOT
U	Rollins	Kermit	TSgt	DOD USAF, JBER
	VACANT			SOA All Others
	VACANT			DOD US Army
	VACANT			SOA DPS, AST

Other Attendees:

T	Borg	Casey	Mr.	System Manager
P	McGrath	Max	Mr.	SOA ETS Program Manager
P	Kroona	Jon	Mr.	FBI, Guest
P	Leber	Rich	Mr.	Technical Advisor
T	Shafer	Sherry	Ms.	Document Specialist
P	Smith	Del	Mr.	Operations Manager
T	White	Sharon	Ms.	SOA ETS



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2. Meeting Minutes and Action Items.

Agenda Item	Discussion	Action Items Assigned
Call to Order	Mr. Pete Murphy called the meeting to order at 1:34 p.m.	
Roll Call	Roll call was taken and a quorum of User Council (UC) members was in attendance.	
Introduction of Guests	Pete introduced Mr. John Kroona from the FBI and advised the council that John was a possible replacement for him, if approved by the Executive Council (EC).	
Previous Meeting Minutes	<p>The minutes from the November meeting were reviewed. Pete asked the council if there were any corrections. Hearing none, he requested a motion of approval.</p> <p>Motion: Accept the November 6, 2013 meeting minutes, as written.</p> <p>Motion: Major Matt Leveque Second: Mr. Ocie Adams</p> <p>There were no objections. The motion passed.</p>	
Issues & Risks Log	Active Issues	Action Items Assigned
	Item #57 – This item remains open due to the fact the DPS alternate, SOA-All Others alternate and DOD US Army alternate positions are all vacant.	
	Pending Issues	
	There were no pending issues.	
	Issues Closed at, or since, last meeting	
	There were no issues closed.	
Action Items Review	Opened Items	Resolution
	There were no Action Items from the November meeting.	
Operations Management Office	Mr. Del Smith, Operations Manager	Action Items Assigned
Peger Road Additional Channel	<p>1. Mr. Del Smith stated the missing bracket had been received and asked Mr. Casey Borg to update the council on the status of the installation of the new channel.</p> <p>Casey stated that he had traveled to Fairbanks earlier in the week intending to install the channel; however, his technician was out of town. He stated he hoped to get it installed by the end of the week.</p>	
Harris Acceptance Test Procedure (ATP)	2. Del advised the council the Harris representatives had returned and tested their XG-25, XG-75 and XG-100 radios. He briefed both the XG-25 and XG-75 had passed the ATP but the	



<p>Document Reviews</p>	<p>XG-100 had failed the multi-group test. Del stated the product information was now posted to the ALMR web site.</p> <p>3. Del reminded the council the Radio Transmissions and Protocols Policy and Procedure were due User Council (UC) annual review completion by December 12 and the Operations Management Office (OMO) Customer Support Plan (CSP) was due annual review completion by December 13.</p> <p>Del stated the OMO had reviewed and approved the High Level Strategy and the System Management Office (SMO) CSP during the month of November, with only minor changes, and they had been re-posted to the web site.</p>	
<p>November System Metrics</p>	<p>4. Del briefed the council the voice calls were up by just under one hundred thousand and although busies had doubled they were still extremely low at just slightly over one thousand.</p>	
<p>Delta Scanning</p>	<p>5. Del provided the council with the background information regarding an individual in the Delta area who was scanning the Delta fire frequency utilizing a scanner holding the Radio Resource data base with all ALMR frequencies, then posting, almost verbatim, the incidents on his Facebook® page.</p> <p>Del advised the council he had been in contact with Mr. Dave Charlton of the Federal Communications Commission (FCC) to determine if the activity was illegal. He stated he was advised this situation had not been addressed nationally at this time but since the agency was broadcasting "in the clear" it was not illegal.</p> <p>Del briefed he was advised there could be some Health Insurance Portability and Accountability Act (HIPA) privacy violation concerns, with regard to medical transports for the agencies, and those may need to be addressed by the agencies being monitored .</p> <p>Del stated Delta area responders have reverted to utilizing their conventional frequencies to extend their range by patching to their talkgroups. He advised the council, the Delta fire radios are encryption capable but that may only help them while they are on ALMR frequencies.</p> <p>Del stated Casey is supposed to get together with Mr. Ernie Wyrick to discuss the issue and possible solutions.</p>	
<p>Anderson Radio Issues</p>	<p>6. Del advised the council he was unclear as to what the issues are with the Anderson radios. He explained they had problems before the Clear site was removed and continue to have problems.</p>	



<p>Business Case Annual Update</p>	<p>Del stated Mr. Rich Leber, OMO Technical Advisor, had done some recent radio checks with him from the Anderson area and they had all been loud and clear, even the one from the Clear AFS front gate. He advised he was not sure if it was an ALMR issue at this point.</p> <p>Del briefed Casey had even gone to the Nenana site to check the site for any issues that might be causing the problems. One possible consideration is there is a hill between the Nenana site and the Anderson/Clear AFS area, which could be part of the problem.</p> <p>Del stated he does not know what the DOD plans to do with the equipment they removed from the Clear site, but to his knowledge it was still in storage, which Casey confirmed.</p> <p>Pete stated he thought the equipment was going to be transferred to the State.</p> <p>Casey advised he was unsure if those were still the plans.</p> <p>Del told Pete he was correct, the transfer to the State was the original plan at the time of the removal, but since that time Clear AFS had requested some of the channels be put on their installation to support the Security Forces who heavily rely on ALMR to communicate with area public safety responders.</p> <p>Del also stated he was unsure as to the status of the discussion regarding putting the Anderson conventional repeater at the Kobe site, but Mr. Rusty Lasell, Denali Borough, was supposed to be coordinating directly with ETS on that possibility.</p> <p>7. Del advised the council the Business Case was due to be voted on today but that Ocie had some recommendations regarding the Economic Risks paragraph. He asked Ocie to explain further.</p> <p>Ocie stated his intent was not to change the historical aspect of the document but he thought it would be better to remove the extensive verbiage on the past and replace it with some recommendations for solutions. He advised the State understands it is their responsibility to provide public safety communications but the funding seems to be the continual issue.</p> <p>Pete suggested a softening of the language regarding understanding by the Legislative with regard to funding.</p> <p>Ocie said any number of possibilities exist on sources for funding such as adding a fee to the cost of Alaska drivers' licenses or a tax on fuel sales; he felt the council should be</p>	<p>1. OMO to revise paragraph 4.2, Economic Risks, of the Business Case and distribute to the council via email for vote of approval.</p>
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	<p>thinking out of the box and suggesting ideas.</p> <p>Del advised the council the request for a vote of approval of the Business Case would be put on hold. He stated the OMO would revise the document and distribute it to the council for an electronic vote with a suspense date of December 13 in order to be able to provide it to the EC at their December 19 meeting.</p>	
System Management Office	Mr. Casey Borg, System Manager	Action Items Assigned
	Mr. Casey Borg stated he had no additional items to cover that had not already been covered during the OMO update.	
Department of Defense (DOD)	Mr. Tim Woodall, ALMR DOD Representative	Action Items Assigned
	Mr. Tim Woodall was not in attendance at the meeting.	
State of Alaska (SOA)	Mr. Max McGrath, SOA	Action Items Assigned
Next Summer Schedule/Projects	1. Mr. Max McGrath stated ETS is currently working on next Summer's schedule and one of the projects they are looking at right now is finishing up the work in the Courthouses. He advised they are currently tying up the loose ends from this year's work efforts.	
Fairbanks Area Technician	2. Max briefed the maintenance technician position in Fairbanks had been filled and the individual had started on Monday. He advised this would provide a presence up North and quicker response to issues in the North Zone.	
SATS Engineer Positions	3. Max stated ETS is currently recruiting individuals to fill their two open engineering positions.	
Old Business	Discussion	Action Items Assigned
	There were no Old Business items.	
New Business	Discussion	Action Items Assigned
Annual Election	1. The OMO briefed the results of the voting for the annual election of the Chair and Vice Chair. Major Matt Leveque was re-elected to the Chair Position and Deputy Chief Brad Johnson was elected as the new Vice Chair.	
Emergency Button Activations	<p>2. Del reminded the council they had recently approved the Subscriber Emergency Button (E-button) Activation Policy and Procedure and that the OMO was also recently made aware of some Motorola™ firmware updates regarding this feature. He asked Rich to expand on the capabilities.</p> <p>Rich stated the firmware update would allow the subscriber to revert to a conventional channel for emergency operations when the E-button is pressed while on a trunked talkgroup, to revert from a conventional channel to a trunked system talkgroup, and</p>	



	<p>revert from one trunked system to another trunked system.</p> <p>Del pointed out that many agencies utilize other agencies or dispatch centers for their E-button activations and the procedure states that the agencies must have a Memorandum of Agreement (MoA) in place with the agency receiving the activation calls. He stated the OMO would like to be the clearinghouse for those memorandums to ensure they are properly executed and kept up to date, so the responding organization knows who has the radio with the alarm.</p> <p>Del advised the council the January 2014 edition of the Insider newsletter would contain an article regarding the subscriber firmware updates for emergency revert. He also stated the OMO could put a copy of the MoA on the web site with instructions to contact the OMO for coordination of the document between the agencies, if the council thought that was a prudent step.</p> <p>Ms. Bev Fronterhouse stated she agreed it should be posted to the web site.</p>	
Next meeting	Discussion	
	<p>Pete announced the next two regularly scheduled meetings were January 8 and February 5, 2014.</p> <p>Pete reminded the members that the January meeting would be his final meeting before his retirement.</p> <p>The OMO advised the council members the January meeting would be held in the ETS Conference Room.</p>	
Adjournment	Discussion	
	<p>Pete asked the council members if there were any other items for discussion. Hearing none, he requested a motion to adjourn the meeting.</p> <p>Motion: Adjourn the December User Council meeting.</p> <p>Motion: Mr. Jordan Halden Second: Ocie</p> <p>There were no objections. The motion passed.</p> <p>The meeting adjourned at 2:14 p.m.</p>	