



1. Attendance Roster

User Council Members and Alternates

P = Present	T = Via Telephone	E = Excused	U = Unexcused
-------------	-------------------	-------------	---------------

Primary

E	Adams	Ocie	Mr.	SOA DOT&PF
T	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
E	Claar	William	Mr.	Fed Non-DOD, US Forest Service
T	Fronterhouse	Bev	Ms	Fed Non-DOD, Bureau of Land Management
E	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD, Vice Chair
P	Leveque	Matt	MAJ	SOA DPS, AST, Chair
E	Mitchell	William	Mr.	DOD USAF, Eielson AFB
P	Murphy	Peter	Mr.	Fed Non-DOD, FBI
U	Schmidt	Sheldon	Chief	Municipalities Southeast, Sitka PD
P	Schoenwald	Doug	Mr.	SOA All Others, DMVA (representing all other SOA Agencies)
T	Taylor	Marlon	MSgt	DOD USAF, Elmendorf AFB
	VACANT			DOD US Army Alaska

Alternate

U	Arasz	Paul	Mr.	Fed Non-DOD, FBI
U	Ashley	Freddie	Mr.	DOD USAF, Clear AFS (Eielson Alt)
U	Borrego	Susan	Ms.	Fed Non-DOD, FBI
U	Caldwell	Jim	Mr.	Fed Non-DOD, TSA
U	Garriott	Marcus	TSgt	DOD USAF, Elmendorf AFB
T	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
E	Horton	Tia	Ms.	Municipalities Central, Anchorage Fire Department
U	Keeney	George	Chief	Municipalities Central, Valdez FD
U	Leggett	Ray	Chief	Municipalities Southeast, Skagway PD
U	Lewis	Mike	Mr.	Fed Non-DOD, US Fish & Wildlife Service
P	Newman	Natalie	Ms.	DOD US Army Alaska
P	Patz	Greg	Mr.	SOA DOT
T	Pyne	Kathryn	Ms.	SOA All Others, DNR Forestry (representing all other SOA Agencies)
U	Royal	Ronald	Mr.	DOD USAF, Eielson AFB
U	Rudorf	Karl	MSgt	DOD USAF, Elmendorf AFB
U	Wilson	Barry	Capt	SOA DPS, AST

Other Attendees

E	Borg	Casey	Mr.	System Manager
---	------	-------	-----	----------------



P	Hauck	Jeff	Mr.	USARAK, 59th Signal Battalion
P	Kohler	Jim	Mr.	SOA ALMR Program Manager
P	Leber	Rich	Mr.	OMO Technical Advisor
T	Pannone	Julie	Ms.	SMO Asset Manager
T	Sell	Chris	Lt	Juneau PD
P	Shafer	Sherry	Ms.	OMO Document Specialist
T	Smith	Del	Mr.	Operations Manager
E	Woodall	Tim	Mr.	DOD ALMR Project Officer

2. Meeting Minutes and Action Items

Agenda Item / Topic	Discussion	Action Items
Called to Order	Major Matt Leveque called the meeting to order at 1:30 p.m.	
Roll Call	Roll call was taken and a quorum was achieved.	
Previous Meeting Minutes Approval	Minutes from July meeting were reviewed. Motion: Accept July 7, 2010, meeting minutes as written. Motion: Mr. Pete Murphy Second: Mr. Doug Schoenwald There were no objections. The motion passed.	
Review of I&R Log	Active Issues	
	Item #57 – The USARAK primary council position has been filled and a new alternate appointed. Nominations will go before the Executive Council at their next meeting for approval. This was Ms. Newman's final meeting.	
	Pending Issues	
	There were no pending issues.	
	Issues Closed at, or since, last meeting	
	There were no issues closed.	
Review of Action Items from Previous Meeting	There were no Action Items from the July meeting.	
Operations Management Office Update	Mr. Del Smith, Operations Manager	
DNR Salcha-Delta Soil & Water Conservation District	1. Del briefed the council on the request from the Salcha-Delta Soil & Water Conservation District (SWCD) to become a member of ALMR. SWCDs fall under the Department of Natural Resources. Del advised the council members he would complete the new member checklist to ensure they met all the criteria required to operate on ALMR but his	



<p>FY2012 OMO/SMO Budget</p>	<p>recommendation was that they fit the description of a State agency.</p> <p>Major Leveque asked if they would be sponsored by DNR.</p> <p>Mr. Jim Kohler expressed his preference would be that they come up through DNR and their radios be counted as DNR radios.</p> <p>2. Del reminded the council that at the July meeting the agreement was that they come prepared to vote on approving and forwarding the FY2012 budget to the Executive Council so it would be included in the State's budget cycle process from the beginning.</p> <p>Major Leveque asked if anyone had any changes.</p> <p>The Annual Audit was discussed and the decision was made to remove it from the FY2012 budget since an audit was being conducted in FY2011. It would be readdressed during the FY2013 budget development.</p> <p>Motion: Accept and approve the FY2012 Operations Management Office and System Management Office Budget for forwarding to the Executive Council less the Annual Performance Audit, as agreed upon.</p> <p>Motion: Doug Second: Fire Chief Mark Beals</p> <p>There were no objections. The motion passed.</p>	
<p>Annual User Council Training Conference</p>	<p>3. Del advised the council that the OMO office had only received five responses, to date, for attendance at the Annual User Council Conference. He explained he and Major Leveque were to meet with a facilitator the first week of September but if the council members were not interested in having the conference at all, they needed to let the OMO know so the facilities could be released.</p> <p>Major Leveque stressed that he thought the annual meeting was an important time for council members to get together for more than a couple hours and discuss issues related to ALMR and where they felt the System was headed or should be headed.</p> <p>Mr. Ocie Adams agreed with Major Leveque that he thought the annual meeting was a great opportunity for the council and encouraged everyone to attend, if possible.</p>	
<p>New Sites</p>	<p>4. Del briefed the council that both the Haines and High</p>	



<p>Annual Customer Satisfaction Survey</p> <p>New User Council Charter</p>	<p>Mountain sites were turned on and transmitting but they had not been through an Acceptance Test Procedure yet and the State had not declared them operational yet.</p> <p>5. Del reminded the council that the OMO has a requirement to do an Annual Customer Satisfaction Survey. The format for this year's survey was different than the previous ones in that the five areas of the SAFECOM Interoperability Continuum were used as the basis for the questions this year.</p> <p>6. Del reminded all the council members that the new User Council was now approved by the Executive Council and contained provisions on attendance to meetings by all council members, not just the primary. Absences must be approved in advance by the Chair or Vice Chair. Three unexcused absences in any calendar year could be cause for actions of removal from the council, if so voted by the other members.</p>	<p>1. OMO to send the survey to the User Council members for review/comment prior to distribution to the System users.</p>
<p>System Management Office Update</p>	<p>Mr. Casey Borg, System Manager</p>	
	<p>Del advised the council that Casey was up in the Fairbanks area and was working on tuning the combiners at Pole Hill (Eielson AFB). He also advised the council that Hill 3265 (Eielson AFB) Channel 1 was turned off by request of the FAA; they thought it was causing interference.</p>	
<p>Joint Project Team Update</p>	<p>Mr. Tim Woodall, ALMR Project Manager Mr. Joe Quickel, PMP</p>	
	<p>Mr. Woodall was on personal leave.</p> <p>Del advised the council that the DOD had requested a meeting with all the Non-DOD Federal agencies to talk about the transfer of funds for their portion of the FY2011 cost share.</p> <p>Del also advised the council that Mr. Woodall had mentioned that the Army still had not provided the promised letter to the State that the DOD was aware of.</p>	
<p>Joint Project Team Update</p>	<p>Mr. Jim Kohler, SOA ETS Program Manager</p>	
	<p>Mr. Kohler stated he was glad to see the council had finalized the FY2012 budget and that it was going forward to the Executive Council.</p> <p>He stated he was also looking forward to the annual conference in October.</p>	
<p>Old Business</p>	<p>There was no old business presented.</p>	
<p>Next meeting</p>		



	<p>The next regularly scheduled meeting is September 1. There will be no monthly meeting in October due to the Annual User Council Conference. The conference is scheduled for October 18 - 19. The regularly scheduled November meeting is November 3.</p> <p>Major Leveque will be unavailable for the September meeting. Vice Chair Deputy Chief Brad Johnson will run the meeting.</p>	
New Business		
	<p>1. Major Leveque advised the council that he had received a call from an agency wanting to add ending dates to Talkgroup Sharing Agreements.</p> <p>The council discussed the issue and agreed that it was the owning agency's responsibility to track their talkgroup agreements and end them when they saw fit. This was a level of tracking that neither the User Council nor the OMO thought should be put on them to do.</p> <p>2. Doug stated that at the last meeting he was asked if DMVA could provide any funds for user training for organizations. He stated there was some limited grant money that the DMVA was awaiting approval from OEC on utilizing. He stated he was thinking that the training would be provided in the form of PowerPoint® presentations based specifically on what was programmed into the agency's radios. DHS&EM doesn't have the resources to get further into detail on radio operations, etc.</p>	
Adjourn		
	<p>A motion was made to adjourn the meeting by Pete and seconded by Doug. There were no objections.</p> <p>The meeting was adjourned at 2:16 p.m.</p>	