



1. Attendance Roster

User Council Members and Alternates

P = Present	T = Via Telephone	A = Absent
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Primary

A	Adams	Ocie	Mr.	SOA DOT&PF
T	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
A	Claar	William	Mr.	Fed Non-DOD, US Forest Service
T	Fronterhouse	Bev	Ms	Fed Non-DOD, Bureau of Land Management
T	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD, Vice Chair
P	Leveque	Matt	MAJ	SOA DPS, AST, Chair
T	Mitchell	William	Mr.	DOD USAF, Eielson AFB
P	Murphy	Peter	Mr.	Fed Non-DOD, FBI
A	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

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

Other Attendees

P	Borg	Casey	Mr.	System Manager
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A	Hauck	Jeff	Mr.	USARAK, 59th Signal Battalion
T	Hendrickson	Mickey	Mr.	SOA DOT
P	Kohler	Jim	Mr.	SOA ALMR Program Manager
P	Leber	Rich	Mr.	OMO Technical Advisor
A	Quickel	Joe	Mr.	DOD Project Office
P	Richter	Bruce	Mr.	DHS OEC
T	Sell	Chris	Lt	Juneau PD
P	Shafer	Sherry	Ms.	OMO Document Specialist
P	Smith	Del	Mr.	Operations Manager
A	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 1:31 p.m.	
Roll Call	Roll call was taken and a quorum was achieved.	
Previous Meeting Minutes Approval	Minutes from June 2 meeting were reviewed. Motion: Accept June 2, 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 is vacant as of August 31, 09. Mr. William Claar, US Forest Service, was appointed to the Federal Non-DOD position, pending approval by the Executive Council. Still awaiting a meeting of the Executive Council to approve his appointment.	
	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 two Action Items from the June 2 meeting. Both were closed.	
Operations Management Office Update	Mr. Del Smith, Operations Manager	
Annual UC Meeting	1. Del suggested this year's conference be used to focus on	



<p>Anchorage Wide Area Radio Network (AWARN) Information Assurance Concern</p>	<p>items/issues of importance to the User Council. They never have the opportunity to get together and this would be a good time for facilitated discussion. There will be no speakers brought in from outside this year. He suggested the Foraker Group might be a good fit as the facilitator.</p> <p>Deputy Chief Brad Johnson stated he felt it was a good idea and Foraker had done some work with the non-profits up North before.</p> <p>Major Leveque asked the members to start putting together some topics they wanted to discuss.</p> <p>2. Del advised the council that AWARN had ended their monitoring contract with Motorola on June 30. This puts them in a vulnerable position where breaches could go undetected. Due to DIACAP requirements, there is a strong possibility they may not be allowed to continue to be connected to the ALMR System. A meeting has been scheduled with the MOA to discuss the concerns and gather more information.</p>	
<p>OMO/SMO Contract</p>	<p>3. Del briefed the council that the State of Alaska has fully funded their half of contracts for the OMO and the SMO for SOA FY2011, plus the additional funds to cover the contract audit. The DOD has covered only base services at this time. They still have not resolved the issue of receiving funds from the Non-DOD Federal agencies.</p>	
<p>Outstanding Change Requests (CR) Memorandum for Record (MFR)</p>	<p>4. Del advised the council members that the OMO had sent an MFR to Major Leveque, as the UC Chair, on all the outstanding CRs due from the State of Alaska. It was up to the council to decide whether they will forward it to the Executive Council at this point.</p>	
<p>Incident Command (IC) Zones</p>	<p>5. Del stated that the IC Zones would be published again in the July edition of the <i>Insider</i> newsletter. Subscriber units operating on ALMR are supposed to have, to the greatest extent possible, all the IC zones programmed. Audits were conducted on several agency code plugs and none of them were in compliance.</p> <p>A second issue that was of concern to the FBI and was being addressed was the LE talkgroups. The zone names were shortened and the SMO assigned two talkgroups to each region. The designated dispatch center would control/monitor their use within each region. This solution should satisfy all requirements.</p>	
<p>Draft FY21012 Budget</p>	<p>6. Del reminded the council members that the draft FY12 Budget was sent to them after the June meeting. The</p>	



<p>New Radio Acceptance Test Procedures</p>	<p>annual audit was left in the budget although an audit is scheduled to be conducted in FY11. The council needs to address the frequency of the audits. Everyone should be prepared to vote on the Budget no later than the August 4 UC meeting in order to move it to the Executive Council and then into the State's budget cycle preparation.</p> <p>Mr. Mark Beals stated he noticed there were no funds included in the FY12 Budget for user training. Brad stated this was something that still needed to be addressed, but not necessarily in the OMO budget. DHS&EM was asked to see if there was anything available within their organization to assist in agency training. Mr. Doug Schoenwald stated he would get an answer by next meeting. This is also a topic that could be discussed at the annual meeting.</p> <p>7. Del stated that Tait would be up to test out their units sometime in August. Additionally, Thales had made some adjustments from their last round of testing and would be back for re-testing in September. ICOM had tested their radios but had failed several interoperability tests. No date had been scheduled for them to return for re-testing.</p>	
<p>System Management Office Update</p>	<p>Mr. Casey Borg, System Manager</p>	
<p>Interference</p>	<p>1. Heney Range in Cordova continues to have connectivity issues. Other sites experiencing interference that are also being worked are Hope, Girdwood, Pole Hill, Silvertip, Site Summit, Summit Lake, and Valdez.</p> <p>The SMO will try to get up to Site Summit within the next week or two. Currently Channel 6, which is believed to be interfering with Marine Channel 16, has been turned off.</p> <p>Pole Hill has had its frequencies changed and the SMO is awaiting a response from the TX/RX manager with regard to the multi-coupler reprogramming.</p>	
<p>Joint Project Team Update</p>	<p>Mr. Tim Woodall, ALMR Project Manager Mr. Joe Quickel, PMP</p>	
<p>MotoBridge®</p>	<p>Mr. Woodall was unable to attend due to a conflict with another meeting. The following was provided prior to the UC meeting.</p> <p>1. Still awaiting the installation of the tower in Valdez. DOD may elect to install the antennas on the old tower and let the SOA move them to the new tower when it is completed. The MotoBridge® contract ends this year and all work must be complete.</p>	
<p>Office of Emergency</p>	<p>2. All interviews from the OEC Barriers Case Study have</p>	



<p>Communications</p> <p>Army Divesture</p> <p>DIACAP</p>	<p>been completed except for USARAK, who was unavailable. Everyone should expect to see something no later than the end of September.</p> <p>3. The Army and the SOA are negotiating divesture of the equipment in the 13 identified sites. Equipment will either be transferred or removed.</p> <p>4. There are two on-going issues with the DIACAP recertification. The first issue is the Municipality of Anchorage ended their contract for monitoring and maintenance on July1. The second issue is that effective Jan 1, 2011, Motorola® will no longer monitor the 7.1.1 version of software on the ALMR System and will not test the updates and anti-virus patches. They will only monitor these if the System is upgraded to a standard version of the current 7.9 software. The Rough Order of Magnitude (ROM) for the upgrade is \$9.97M. Colonel Hays, the Designated Approval Authority for the DIACAP, will have to make a decision to accept the risk at the current version and not do the upgrade or pay for the system upgrade.</p> <p>Del added that officially the "Project" had ended on June 30. Mr. Joe Quickel was one of the last members of the Project Team.</p> <p>ALMR is now an operational system. Del also advised that Joe would still be doing some completion work regarding the MotoBridge System final testing.</p>	
<p>Joint Project Team Update</p>	<p>Mr. Jim Kohler, SOA ETS Program Manager</p>	
	<p>Mr. Kohler had nothing to share with the council for this meeting.</p>	
<p>Old Business</p>	<p>There was no old business presented.</p>	
<p>Next meeting</p>		
	<p>The next regularly scheduled meetings are August 4 and September 1. The User Council Annual Conference is scheduled for October 18 - 19.</p> <p>Brad will be unavailable for the August meeting, and Major Leveque will be unavailable for the September meeting.</p>	
<p>New Business</p>		
	<p>Major Leveque introduced Lt Kris Sell from Juneau Police Department.</p> <p>Mark asked if there was any further information on the \$150K in program receipts for the Cost Share. Jim stated that there were several options being discussed between the Commissioner's office and the Governor's office. He</p>	



Alaska Land Mobile Radio

*ALMR User Council
Meeting Minutes*

Date: Jul 7, 2010

	expects there to be a decision soon.	
Adjourn		
	A motion was made to adjourn the meeting by Doug and seconded by Pete. The meeting was adjourned at 2:45 p.m.	