

Alaska Land Mobile Radio (ALMR)

Users Council Charter

Meeting Minutes of Wednesday, November 16, 2005

| Attendees | Attendees via Telecom: 866-569-6916 |
|---|--|
| Frank Dannals, EAFB | Ocie Adams, AK DOT |
| Bob Griffiths, Acting ALMR PTO, CTSC | Todd McGillivray, Soldotna |
| Craig Macdonald, LT AST (Interim Chairperson) | Gary Davis, Chugiak Fire Dept |
| Matt Leveque, Major, AST Admin Cmdr | Jeff Tucker, North Slope Borough Fire Dept |
| Jeff Howell, Dept. of the Army | Gary Putman, St. Paul Island Chief of Police |
| Joe Quickel, DoD Contractor | Don Savage, Wasilla Chief of Police |
| Dr. Ken Jones, Program Mgr for State | Brad Johnson, Deputy Chief Fairbanks PD |
| Corey Poindexter, DoD Army | Casey Borg, Motorola |
| Clyde Fisher, AK Homeland Security | Jack Krill, Mat-Su Borough Fire Chief |
| Steve Gehring, NLECTC staff | Brian Fisher, DMVA |
| Glenn Hansen, DMVA DHS and EM | Dave Squires, Seward FD |

The meeting was called to order on Wednesday, November 16, 2005 at 1:30pm by Major Matt Leveque. Minutes of the previous meeting were reviewed. Brian Fisher from DMVA noted that a correction needed to be made to the minutes: on pg 2 *changes to the charter under mission statement and authority* it indicated that “no changes were agreed upon”, when we actually agreed to remove one line. This was reflected in the copy of the charter just distributed; The User’s Council will function under the guidance and oversight of the Executive Council and the Joint Project Team was removed).

Since there was no mechanism in place for formally voting acceptance/rejection of these minutes, Brad made a motion to accept the revised minutes which was immediately seconded. This was followed by an all “aye” vote.

The next item for discussion was the draft Charter. The previous plan was to present the charter (as we had amended it at the meeting in October) to the Executive Council (EC), which is what was done. The EC met the next day (or the day following) and Matt Leveque brought up a couple of points with regard to the Charter; primarily focusing on some of our collective questions, such as, what was the EC preference for how the User Council (UC) will work.

Matt continued that the EC expressed that the UC would be an advisory council and that we would wind up offering suggestions to the EC which would be implemented or not. The EC did share a vision for how we would be organized,

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but wanted the final decision to be from the UC. Ms. Handyside (EC member, who also attended our last meeting), and Major Leveque were able to offer some suggestions: (1) that we might be regionally grouped, or (2) alternatively that we would be grouped in a manner that reflects the current 4 members of the EC, or (3) some other way.

Dr. Ken Jones presented several ways that could be considered. Matt asked Brad Johnson, Fairbanks Deputy Chief, whether he (Brad) was going to try to work with Capt. Storey (AST) about proposals for our organization or memberships/voting. Brad hadn't had a chance to address that as yet.

Much discussion followed about how to organize user groups within regions. What exactly are their needs and how could we meet the needs of *any* region? Matt suggested UC members fax or email him drawings or illustrations of how they believe regions could be divided, and then further divided in subgroups. He would like these faxed to him before the December EC meeting. His fax number is 907-337-2059 . Brad suggested that main members of UC solicit other agencies to join, e.g., Dillingham, Unalaska, etc.

Bob Griffiths (representing Kyle) stated that he would make sure documents passed around to attendees and changes to those documents would be emailed to all parties concerned -- whether you physically attend the meeting or not. We can load the current document versions into the ALMR website so that anybody can access them. Matt added that Heather Handyside contributed more documents that could be incorporated within the website.

Frank Dannals suggested that membership and voting changes, along with any other documents, need to have an effective date, e.g., "finished document by xxxx date" in order to provide this information to future EC meetings, especially the December meeting.

New Business: Brian Fisher DMV stated that there is no representation from non-DoD agencies, or the federal civil sector. The new EC Civilian federal rep is Deb Smith who is in transition.

It was decided that since the EC meets the 2nd Thursday of the month, that UC would meet the 1st Wednesday of every month – except December, when we'll

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meet on Monday, December 5th. The schedule of future meetings is January 4, February 1, March 1, April 5, May 3, and June 7. All are scheduled in the same conference room N304 at CTSC, 3000 C St., Anchorage.

Don Savage suggested that the telecom bridge line number be published in meeting minutes.

Mat Leveque: "Thank all of you who have taken the time out of their afternoon ... sincerely thank you for all your comments, especially Dr. Ken Jones and Bob Griffiths, and other representatives of the project management team for joining us. I look forward to getting your faxes and emails. If you want to call me directly, it's 269-5697 and rings at my desk.

Minutes submitted by Marianne Pollak to Kyle Sinclair on November 23 @ 3:30pm. Changes incorporated: December 1 @ 3:30pm.