



I. Attendance Roster

User Council Members and Alternates

X = In attendance XP = In attendance via telephone A = Absent

XP	Adams	Ocie	Mr.	AK DOT&PF, Primary
X	Fisher	Bryan	Mr.	AK DMVA –Primary representing all other AK Agencies
XP	Fronterhouse	Bev	Ms	DOI, Primary, Fed non-DoD
A	Hooks	Wilbur	Mr.	Fed non-DoD, Primary, TSA
XP	Hull	Dave	Chief	Southeast Rep, Primary
XP	Johnson	Brad	Chief	Northern Rep, Primary, Fairbanks PD, Vice Chair
X	Leveque	Matt	MAJ	AST, DPS, Primary, Chair
XP	McGillivray	Tod	Sgt	Central Rep, Primary, Soldotna PD
X	Murphy	Peter	Mr.	Fed non-Dod, Primary, FBI
A	Newman	Natalie	Ms.	US Army AK, Primary
A	Taylor	Marlon	MSgt	EAFB, Primary
A	Vacant			Eielson AFB, Primary

Alternates

X	Blaine	Scott	TSgt	EAFB, Alternate
A	Borrego	Susan	Ms.	FBI, Alternate, Fed non-DoD
X	Caldwell	Jim	Mr.	TSA, Alternate, Fed non-DoD
XP	Fenimore	Kyle	SSgt	Eielson AFB, Alternate, 354 CS/SCMR
A	Hansen	Glenn	Mr.	SOA Other, Alternate
X	Henderson	Randy	Mr.	MOA, Central Rep, Alternate
A	Lewis	Mike	Mr.	DOI, Alternate, Fed non-DoD
A	MacDonald	Craig	LT	AST, DPS, Alternate
A	Patz	Greg	Mr.	SOA DOT, Alternate
XP	Poindexter	Corey	Mr.	US Army AK, Alternate
A	Schmitt	Sheldon	Chief	Southeast Rep, Alternate
XP	Tucker	Jeff	Chief	Northern Rep, Alternate North Star Fire

Other Attendees

XP	Ackerman	Russ	Mr.	Fairbanks North Star Borough
X	Borg	Casey	Mr.	Motorola
X	Dixon	Toni	Ms.	DOD Project Office
X	Erickson	Trygve	Mr.	MOA
X	Handyside	Heather	Ms.	Executive Council Member/MUNI
X	Leber	Rich	Mr.	ALMR OMO Technical Advisor



X	Muffler	Ruthi	Ms.	DoD Project Office
X	Quickel	Joe	Mr.	DoD Project Office
X	Smith	Del	Mr.	ALMR Operations Management Office
X	Woodall	Tim	Mr.	DoD Project Manager
X	Burris	Seth	Mr.	REVL Communication
X	Heun	Michelle	Ms.	DHS Emergency Management Specialist
XP	Clifton	Kristine	COL	ALCOM J6
X	Bushey	Bob	Mr.	EF Johnson
XP	Tamagni	Al	Mr.	Anchorage Fire
XP	Kohler	James	Mr.	ETS Program Manager

II. Meeting Minutes and Action Items

Agenda Item / Topic	Discussion	Action Items
Meeting called to order at:	Meeting called to order at 1330.	
Roll Call	Roll call was taken and quorum achieved.	
Introduction of Guests	<p>Major Leveque introduced Colonel Kristine Clifton from the ALMR Executive Council and welcomed Mr. Jim Kohler, the new SOA ALMR/SATS Program Manager.</p> <p>Jim Kohler has joined the SOA Enterprise Technology Services. Jim has been in Alaska for 30 years and spent the last 8 or 9 years in wireless in the private sector. Most of his career has been in the management-consulting world on a project-by-project basis. He is excited about the ALMR project and hopes to meet everyone soon.</p>	
“Busies” Issue in Fairbanks	<p>Brad Johnson provided an overview of the “busies” issue. The busies occurred not just during the exercise, but recently when there was an emergency landing of a Blackhawk helicopter. The system was completely busied out, and Brad estimates that at least a ¼ of the transmissions were busied out. They saw busies at the consoles and in the field. Now that all of the agencies in the interior are using ALMR, Brad believes we are exceeding the capacity of the repeaters. Brad observed</p> <ol style="list-style-type: none"> 1. At least four channels in the area are not operational because of frequency conflicts. 2. The number of available channels on the repeaters is insufficient to support the needs of the area. The Fire Chiefs in the area are wondering if 	<ol style="list-style-type: none"> 1. DoD to work with the FCC to determine the source of the interference at Ester Dome. 2. OMO to survey System users regarding the percentage of use between portable and mobile radios to help determine future need for coverage.



	<p>they need to go back to the old conventional system.</p> <p>There is a need for a repeater in North Pole. When the transportable went up during the exercise, it resolved the problem.</p> <p>There are also some interference issues. There is an unidentified sporadic transmission source affecting Ester Dome.</p> <p>Tim Woodall indicated that the interference is in the 138 to 144 spectrum that belongs to the DoD.</p> <p>Jeff Tucker notes that his team uses the simplex channels when they run into coverage problems. The channels are already programmed in their radios and they have written procedures to support the process.</p>	
<p>EF Johnson Radio Q & A with Bob Bushey, Territory Manager</p>	<p>Bob Bushey provided a status report regarding a variety of issues impacting the Fairbanks area. This report is posted in the User Council section of the ALMR web site. The EFJ team is conducting its analysis and testing through Friday, June 8th.</p> <p>The need for improved coverage in North Pole was included in Bob's report. Russ Ackerman has some unexpended funds that could be used to support an effort to improve coverage in North Pole</p>	<ol style="list-style-type: none"> 1. Matt Leveque, Jim Kohler, Ocie Adams, and Dave Hull to discuss the current ETS Build Out plan and ensure that the problems in North Pole are considered. 2. Russ Ackerman to work with Michele Heun regarding funds for North Pole.
<p>AS/NE07 After Action Report Summary</p>	<p>Joe Quickel provided a summary of the After Action report that will be presented to the UC in July. The report is posted in the User Council section of the ALMR Website.</p> <p>The exercise went very well but there are lessons learned to be analyzed and a variety of improvements to be made.</p> <p>A slide showing System Usage during the exercise is part of the report and shows a grand total of 42,092 calls with 1,818 Busies (4.2%). There is no firm "best practice" percentage of allowable busies, but 3 – 4% has been mentioned in a variety of industry literature.</p> <p>Major Leveque noted that the Fairbanks area agencies have been using their protocols on a daily basis for several months. There is already a day-to-day linkage between Dispatch and the participating agencies. Even though agencies may not talk to each other every day, they all interface with</p>	<ol style="list-style-type: none"> 1. The System Management Office will perform an analysis of the AS/NE07 "busies" and attempt to identify and categorize the users who were impacted, i.e, who were the people who got busies, is this a problem, and did it primarily effect the first responders or did it impact others?



	Dispatch on a daily basis. This greatly contributed to their success with AS/NE07.	
DHS Homeland Security 2007 Grants Overview	<p>Michelle Heun presented a DHS Homeland Security 2007 Grants Overview. The presentation is posted in the User Council section of the ALMR Website.</p> <p>DHS has worked hard to make the process transparent. Current challenges include increasing need in Alaska and a reduction in funding from the Feds.</p> <p>Ms. Handyside asked if the current requirements for interoperability included P25 compatibility. Ms. Heun replied that P25 compatibility is still required. One change this year is that funding for OTAR (Over The Air Rekeying) will most likely be included as a fundable feature.</p> <p>Chief Hull inquired about those communities who will never join ALMR – is the requirement the same for them? Ms. Heun replied that P25 is a federal requirement.</p>	1. Michelle Heun and Chief Hull will meet for further discussions in Ketchikan next week.
DHS & SOA Joint Project Review	<p>Mr. Woodall: An effort is underway to ensure that the 7.x upgrade isn't having a negative impact on the system infrastructure, that repeaters are functioning properly, the system is properly optimized, and the infrastructure is not contributing to any of the issues that we are experiencing in the Fairbanks area.</p> <p>Mr. Kohler: the next few weeks will be spent becoming more familiar with several of the issues that have been addressed today. Jim is hoping to resolve some of these problems in the near future. The immediate goal is to see the Cooperative Agreement signed by the State next month. That document will help ETS address many of the pending issues. He hopes to have additional information to present at the July Meeting.</p>	
Operations Management Office Status Update	<p>Del Smith, Manager of the ALMR Operations and Management Services Office, presented a status update. The slide presentation is posted in the User Council section of the ALMR Website. The following topics were presented and discussed:</p> <ul style="list-style-type: none"> • 800 Help Desk # - some first responders come to the state with cell phones without a 907 area code. • Poll UC Education & Training opportunities and needs • An outreach visit to Glennallen is scheduled for June 13th 	<ol style="list-style-type: none"> 1. User Council to make suggestions re education and training needs and opportunities. 2. UC to provide feedback regarding the content of future system maintenance reporting at future UC meetings. 3. UC members to respond to an e-mail poll regarding date and location of the Annual Meeting, attendance at an MTUG presentation and the date of the



	<ul style="list-style-type: none"> • Talk Group Sharing Agreement – adding signatures to the form • ALMR/SOA/DoD Joint Newsletter – the first issue is targeted for July • System Maintenance and Operations “busies” update – May 2007 • Talkgroup Usage • Maintenance Activity – UC members should indicate the level of detail they prefer for a monthly System Maintenance report • Deconfliction - ETS needs to determine how to handle these conflicts, and the issue is on Jim Kohler’s hit list. • The preferred date of UC Annual Meeting 	<p>July meeting.</p>
<p>Confirm date for future meetings</p>	<p>July 11th was selected via e-mail poll by the membership for the next meeting. August 1 and September 5 are dates for other future meetings. The September meeting may be conducted as part of the Annual Meeting in September.</p>	
<p>New Business</p>	<p>Tod McGillivray inquired about coverage in Nikiski – is there a plan to put a site across the inlet in Beluga or Tyonek or in an additional location in Nikiski? Tim Woodall and Del Smith are not aware of an effort in that area. In order to do this, a system design and cost figure would be requested from the vendor who would provide an indication of the coverage that would result. Then it would need to be funded. Since this is critical infrastructure, it should be discussed with DHS. DoD doesn’t have any sites in the area, so this would be a state/local issue.</p> <p>Major Leveque briefly discussed the MTUG – Motorola Trunked User Group. There will be a teleconference on June 20th and UC members will be invited via e-mail.</p> <p>Major Leveque noted outage notifications for site maintenance that are coming out with exceptionally short notice.</p> <p>Tod McGillivray had a question from one of the Borough folks who wants to know where he can find information about the “dynamic regroup talkgroup.” Casey responded that this is a console function, not a talkgroup. Tod will advise that it is a dispatch function, and that, at this point, Casey Borg handles it. There is a learning curve for some of the new users on the Kenai Peninsula.</p>	<p>1. The System Management Office will work on the planned outage notification issue.</p>



	<p>Tim Woodall noted that the Integrated Wireless Network (IWN), a collaborative effort by the Departments of Justice, Homeland Security, and the Treasury to provide a consolidated nationwide federal wireless communications service. IWN is designed to that replace stovepipe standalone component systems, and supports law enforcement, first responder, and homeland security requirements with integrated communications services (voice, data, and multimedia) in a wireless environment.</p> <p>DoD is assisting IWN with its planning efforts in Alaska. IWN is evaluating the use of the current ALMR infrastructure and will investigate the potential for adding a zone of their own. Mr. Woodall will provide more details as they become available. Maj. Leveque suggested an IWN presentation at the annual meeting.</p>	
Adjourn	Meeting was adjourned at 1520.	