

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., FEBRUARY 21, 2005
IF YOU DESIRE A SIGN-LANGUAGE INTERPRETER AT THE MEETING



9-1-1 association of central oklahoma governments

Chair Dave Howe
Choctaw Councilmember

Vice-Chair Grant Hedrick
Canadian County Commissioner

Secretary/Treasurer Stan Inman
Oklahoma County Commissioner

Executive Director
Zach D. Taylor

9-1-1 BOARD OF DIRECTORS AGENDA

1:00 p.m., February 24, 2005
ACOG Conference Room
21 E. Main – Suite 100
Oklahoma City, Oklahoma, 73104

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES – January 27, 2005 ([Attachment III](#))

Action Requested: Motion to approve minutes of the January 27, 2005 meeting.

- IV. COMMUNICATIONS
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. FINANCE REPORT – FEBRUARY 2005 CLAIMS ([Attachment VI](#))

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$68,193.47 for the month of February. Staff has found these claims to be in order and proper as to form, and are recommended for payment. A copy of the Claims List is included in the agenda packet.

Action Requested: Motion to accept the finance report, and approve payment of the February claims against the Association.

VII. WIRELESS ENHANCED 9-1-1 IMPLEMENTATION STATUS REPORT

INFORMATION: Staff will provide the Board with the current implementation status of our Wireless Enhanced 9-1-1- project.

Action Requested: None, for information only.

VIII. GENERAL STATUS ([Attachment VIII](#))

INFORMATION: Information on current projects is included for review and discussion.

Action Requested: None, for information only.

IX. NEW BUSINESS

X. ADJOURNMENT

**MINUTES OF THE
9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS MEETING
ACOG CONFERENCE ROOM
January 27, 2005**

The first meeting of the calendar year 2005 of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:05 p.m., January 27, 2005 in the Conference Room, 21 E. Main, Suite 100, Oklahoma City, Oklahoma. This meeting was held as indicated by advance notice filed with the Oklahoma County Clerk and by notice posted at the ACOG Offices, 21 E. Main, Suite 100, at least twenty-four (24) hours prior to the meeting.

PRESIDING

Hon. Dave Howe, Councilmember, Choctaw

MEMBERS PRESENT

Hon. James Woodard, Councilmember, Arcadia
Hon. Larry O'Connell, Councilmember, Del City
Hon. Saundra Naifeh, Mayor, Edmond
Hon. Jason Murphey, Councilmember, Guthrie
Hon. Ray Poland, Councilmember, Jones City
Hon. Charles Joyner, Councilmember, Midwest City
Hon. Wendy Wilkerson, Councilmember, Mustang
Hon. Kathleen Moon, Councilmember, Mustang
Hon. Kathy Walker, Councilmember, Nichols Hills
Hon. David Hopper, Councilmember, Norman
Hon. Ron Bledsoe, Mayor, Slaughterville
Hon. Marsha Jefferson, Mayor, Spencer
Hon. Scott Symes, Councilmember, The Village
Hon. Leslie Owens, Councilmember, Warr Acres
Hon. Bob Bradway, Councilmember, Yukon
Hon. Grant Hedrick, Commissioner, Canadian County
Hon. Mark Sharpton, Commissioner, Logan County
Hon. Stan Inman, Commissioner, Oklahoma County

MEMBERS ABSENT

Hon. J. D. Johnston, Mayor, Bethany
Hon. Larry O'Connell, Councilmember, Del City
Hon. Debbie Harrison, Councilmember, El Reno
Hon. Lewis Pringle, Trustee, Forest Park
Hon. Karen Feldhake, Councilmember, Harrah
Hon. Charles McCown, Councilmember, Lexington

MEMBERS ABSENT (continued)

Hon. Gary Johnston, Mayor, Lake Aluma
Hon. Scott Fesler, Councilmember, Luther
Hon. Glenn Lewis, Mayor, Moore
Hon. Jim Gurley, Councilmember, Newcastle
Hon. James Pumphrey, Councilmember, Nicoma Park
Hon. Carol Jones, Councilmember, Noble
Hon. Greg Banta, Mayor, Piedmont
Hon. Kathy Jordon, Trustee, Smith Village
Hon. Marsha Jefferson, Mayor, Spencer
Hon. Chet Curlee, Councilmember, Tuttle
Hon. Robert Greb, Mayor, Valley Brook
Hon. Jim Gilbert, Mayor, Woodlawn Park
Hon. Bill Graves, Commissioner, Cleveland County

GUESTS

Mary Murphey, Logan County Commissioners' Office
David Baisden, Oklahoma County Sheriff's Office
Bill Knox, Town of Harrah
Larry Kesler, Union City
Ann Kesler, Union City
Carol Cline, Oklahoma County
Ronnie Freeman, SBC

STAFF

Debbie Cook, Finance Director
Jane Sutter, Division Director, Intergovernmental Services
Stephen M. Willoughby, E9-1-1 & Public Safety Programs Director
Jerry Church, Special Programs Officer
Doug Rex, Assistant to Executive Director
Carolyn White, 9-1-1 Database Manager
Johnny Irons, 9-1-1 Project Coordinator
J. Dell Gordon, Legal Counsel
John Johnson, Consultant
Diane McCullough, Administrative Assistant

I. CALL TO ORDER

Chairman Dave Howe called the meeting to order at 1:04p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

Jane Sutter introduced Ray Poland, new Board member from Jones City; David Baisden, Oklahoma County; Bill Knox, Harrah; Mary Murphey, Logan County; Ann Kesler, Union City; Carol Cline, Oklahoma County; and Ronnie Freeman, SBC.

III. APPROVAL OF MINUTES - December 16, 2004

Action Requested: Motion to approve minutes of the December 16, 2005 meeting. Director Grant Hedrick, Canadian County, made a motion to approve the minutes of the December 16, 2004 meeting. Director Leslie Owens, Warr Acres, seconded the motion. The motion carried the following votes:

AYE: Woodard, Howe, O'Connell, Naifeh, Murphey, Poland, Joyner, Wilkerson, Walker, Hopper, Bledsoe, Jefferson, Symes, Owens, Bradway, Hedrick, Sharpton, and Inman

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

A. CHAIRMAN'S REPORT

None

B. DIRECTOR'S REPORT

Jane Sutter announced that Board member Bill Haddock, Mayor of Lexington, was killed in a recent car crash. She recognized his faithful service to ACOG and this Board by having been faithful to attend board meetings, budget meetings, nominating committee meetings and legislative issues discussions. She said he always had interesting questions and raised interesting points of discussion. Jane said she went to his memorial service and that it was well attended. She said that ACOG sent flowers to his wife Angie, on behalf of the 9-1-1 Board of Directors.

Jane said there would be a special presentation on the wireless E9-1-1 issue later in today's meeting. She said that she and Zach Taylor recently visited the Midwest City Rotary Club by invitation of Director Charles Joyner, and made a presentation to that group.

Director Charles Joyner encouraged other board members to invite Zach and Jane come to their area Rotary Clubs or other service clubs to make a presentation.

Jane reported that Zach Taylor also gave a presentation to the Oklahoma County Emergency Management group on wireless E9-1-1. They invited him to speak at their statewide conference.

Zach and Stephen Willoughby have also given presentations to city managers, and fire and police chiefs in the ACOG region. Staff is diligently working telling the story about wireless E9-1-1 and how it does not work as effectively as it could, and how we need to make changes in that regard.

Staff plans to meet with SBC next week regarding their VoIP offering. We are concerned how that will work with E9-1-1 service.

Staff has been working with Emergency Medical Dispatch around the region and now has provided certified training for a significant number of the dispatchers in the region. We have formed a steering committee out of that Emergency Medical Dispatch group who plan to hold quarterly meetings to continue progress in that area, and to make sure we have good quality assurance.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. FINANCE REPORT – JANUARY 2005 CLAIMS

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$180,028.01 for the month of January. Staff has found these claims to be in order and proper as to form, and are recommended for payment. A copy of the Claims List is included in the agenda packet.

Action Requested: Motion to accept the finance report, and approve payment of the January claims against the Association.

Director James Woodard, Arcadia, made a motion to accept the finance report, and approve payment of the January claims against the Association. Director Wendy Wilkerson, Mustang, seconded the motion.

The motion carried the following votes:

AYE: Woodard, Howe, O'Connell, Naifeh, Murphey, Poland, Joyner, Wilkerson, Walker, Hopper, Bledsoe, Jefferson, Symes, Owens, Bradway, Hedrick, Sharpton, and Inman

NAY: None

ABSTAIN: None

VII. WIRELESS ENHANCED 9-1-1 IMPLEMENTATION STATUS REPORT

Stephen Willoughby briefed the Board on current events relating to implementation of wireless E9-1-1. He reported that we previously requested Phase I from the wireless carriers, which provides tower location information as well as call back number on wireless calls. Carolyn White, 9-1-1 Database Manager, is diligently working with the carriers on assigning routing calls according to tower faces and working with the associated databases. We are looking forward to completing Phase II, which means that the location of the wireless caller can be determined.

Mr. Willoughby reported that staff has requested cost information from the eight wireless carriers operating in our area because we need to acquire financing for Phase II. He explained that the cost recovery to operate wireless E9-1-1 first estimated was 50-cents. Current state law allows that amount to be charged. He explained that after further study, we have learned that the cost will be more than 50-cents per subscriber. The FCC has authorized wireless carriers to recover their costs, and has said these costs are to be determined at a local level. There have been a wide range of variables from the wireless carriers about their costs ranging from no cost at all (because they plan to recover the cost from their customers rather than from 9-1-1 agencies) to \$3.15 per subscriber. We determined that we can afford to pay the wireless carriers 20-cents per subscriber. He explained several other variables.

Mapping upgrades are necessary to the 9-1-1 system because we will have to be able to plot the latitude/longitude location that corresponds to a physical address of callers on a map. We have to develop an accurate region-wide map including all of the ACOG counties. This map must be installed onto the 9-1-1 workstations. This will cost about 5-cents per subscriber. We believe we can deliver wireless E9-1-1 at a cost of \$1 per subscriber. The current legislation is set at 50-cents. In rural Oklahoma it will be more because they have fewer subscribers.

State Representative Bill Case has agreed to author our legislation in the House (House Bill 1751). Senator Angela Munson is authoring the companion bill in the Senate (SB 786). We have decided on a figure not to exceed \$1.50. This allows us to collect \$1.00, and \$1.50 in rural Oklahoma. All of this is contingent upon a vote of the people.

Director Larry O'Connell asked if this same system has been implemented anywhere else in the United States. Mr. Willoughby answered yes, and the amounts vary from state to state. He said other amounts range from 25-cents to \$1.50.

The charges to be determined for a 9-1-1 call made on VoIP is the next issue to approach. If a 9-1-1 call can be made from it, a 9-1-1 service fee should be applicable. There are carriers coming in and saying that they are not defined as a telephone in Oklahoma and therefore, not required to remit 9-1-1 service fees. In the past fiscal year we lost 200,000 landline customers.

Director Larry O'Connell asked who will pay the bill for people calling 9-1-1 from the wireless phones that are considered inactive service and are being collected and distributed to needy people who cannot afford a phone, but could call for emergency help from one of those phones. Mr. Willoughby explained that there is no one designated to pay for those calls. He said the FCC holds those phones harmless. There's no guarantee that the 9-1-1 answering point will get the same information on those calls because they are not figured into this formula. Those phones will not have the current technology installed. However, the call will be answered, but the Phase II information will not be available on them.

Jane said the programs distributing the phones are good in one way, but on the other hand unless they explain to the recipients of those programs how this works, it could be detrimental to them.

Director Hopper asked if the counties outside the ACOG region who already held successful elections for 50-cents, could get the same service. Jane said they probably would not be able to receive WE9-1-1 for 50-cents.

Mr. Willoughby said that HB 1834 that was introduced by Representative Jett is to establish a State 9-1-1 Coordinator as well as an advisory board for the entire state. This is in response to federal legislation passed in the last year, which allows \$250m for Phase II wireless 9-1-1; it requires a 50% grant match. The legislation also requires that the State designate a coordinator.

VIII. GENERAL STATUS REPORT

Mr. Willoughby said that the Federal Department of Homeland Security has designated the Central Oklahoma region as a recipient of the Urban Area Security Initiative (UASI). This allows for funds to be distributed to urban areas. The Oklahoma City area will receive \$4.4 million in these funds for Homeland Security activities.

Mr. Willoughby said that ACOG continues to accept applications from Canadian County and Logan County for the Automatic External Defibrillators (AED). That application process closes February 15. Based on initial results from the State Health Department this grant program has saved two lives in the state.

The upgrade to the operating system from NT to XP-Pro for all ACOG workstations continues to progress. So far complete upgrades have been made to Norman, Midwest City, Guthrie, Moore, Noble, Cleveland County, and Newcastle. Yukon is on the schedule for today and Edmond is scheduled for next week. The XP will allow software upgrades to resolve some of the current issues the system has experienced, as well as aid in loading the EMD software on 9-1-1 work stations and the mapping for wireless Enhanced 9-1-1.

Director David Hopper asked if we are satisfied how the XP-Pro is working. Mr. Willoughby said it is running well. There was one problem at the Norman site, which related to interaction between the 9-1-1 workstation and the CAD system. However, the vendor is resolving that problem.

IX. NEW BUSINESS

None

X. ADJOURNMENT

Chairman Dave Howe called for a motion to adjourn. Director Charles Joyner, Midwest City, made a motion to adjourn. Director Wendy Wilkerson, seconded the motion. The motion carried the following votes:

AYE: Woodard, Howe, O'Connell, Naifeh, Murphey, Poland, Joyner, Wilkerson, Walker, Hopper, Bledsoe, Jefferson, Symes, Owens, Bradway, Hedrick, Sharpton, and Inman

NAY: None

ABSTAIN: None

The meeting was adjourned at 1:37 p.m.

ADOPTED THIS 24TH DAY OF FEBRUARY 2005.

Chairman

Secretary-Treasurer

PAGE DOWN TO VIEW ATTACHMENT VI

BE IT RESOLVED, that on this 24th day of February 2005, the following claims are approved by the 9-1-1 Association of Central Oklahoma Governments; and the Director and Officers of this Association are directed to pay such claims.

MSAG/Education/Training

Personnel	\$	-	
Consultant		742.50	
Mileage		36.76	
Parking		40.50	
Postage		188.98	
Supplies		197.57	
Telephone		296.85	
Training		538.00	
Travel		10.25	
Xerox		91.38	
		<hr/>	
<i>Total MSAG/Education/Training</i>	\$		2,142.79

9-1-1 Operating/Maintenance

SBC	\$	42,807.72	
SBC (UPS Maintenance)		1,117.00	
SBC		108.36	
SBC Capital Services		1,686.14	
Koch Financial Corporation		17,903.21	
TDS Telecom		1,221.52	
Pioneer Telephone		413.62	
Pioneer Telephone		319.39	
Pioneer Telephone		112.34	
Pioneer Telephone		59.87	
Valor Telecom		72.61	
Language Line Services		228.90	
			<hr/>
<i>Total 9-1-1 Operating/Maintenance</i>			66,050.68

Total February Claims

\$ 68,193.47

ATTEST:

CHAIRMAN

SECRETARY-TREASURER

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED JANUARY 31, 2005**

	<u>OPERATING</u>	<u>SAVINGS</u>	<u>TOTAL</u>
Beginning Balance <i>January 1, 2005</i> Cash on Deposit	\$ 445,951.30	\$ 848,873.99	\$ 1,294,825.29
Cash Receipts			
Fee Income	\$ 134,285.33	\$ -	\$ 134,285.33
Contracts	29,949.12		29,949.12
Transfers of Funds	826.96		826.96
Interest Earned	356.81	826.96	1,183.77
Miscellaneous	21.70	-	21.70
Total Cash Receipts	<u>\$ 165,439.92</u>	<u>\$ 826.96</u>	<u>\$ 166,266.88</u>
Total Cash Available	\$ 611,391.22	\$ 849,700.95	\$ 1,461,092.17
Cash Disbursements			
Claims/Operating Expense	\$ 180,028.21	\$ -	\$ 180,028.21
9-1-1 Fund Disbursement	18,750.00	-	18,750.00
Transfers of Funds		826.96	826.96
Miscellaneous	55.05		55.05
Total Cash Disbursements	<u>\$ 198,833.26</u>	<u>\$ 826.96</u>	<u>\$ 199,660.22</u>
Ending Balance <i>January 31, 2005</i> Cash on Deposit	<u>\$ 412,557.96</u>	<u>\$ 848,873.99</u>	<u>\$ 1,261,431.95</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DISBURSEMENT OF FUND BALANCE
JANUARY 2005**

Arcadia	\$ 16.07
Bethany	961.95
Choctaw	495.13
Cleveland County	237.65
Del City	721.29
Edmond	3,133.47
El Reno	1,132.14
Forest Park	38.24
Guthrie	595.37
Harrah	183.62
Jones	133.10
Lexington	76.96
Midwest City	1,814.38
Moore	1,391.15
Mustang	450.77
Newcastle	243.91
Nichols Hills	227.17
Noble	198.94
Norman	3,816.70
Oklahoma County	648.44
Piedmont	137.99
Slaughterville	74.67
Spencer	129.18
The Village	350.10
Tinker AFB Fire Department	93.23
Tuttle	168.13
Warr Acres	445.56
Woodlawn Park	4.76
Yukon	829.93

Total January Disbursements	\$ 18,750.00
	=====



9-1-1 association of central Oklahoma governments

ATTACHMENT VIII

Chair Dave Howe
Choctaw Councilmember

Vice-Chair Grant Hedrick
Canadian County Commissioner

Secretary/Treasurer Stan Inman
Oklahoma County Commissioner

Executive Director
Zach D. Taylor

MEMORANDUM

DATE: February 15, 2005

TO: 9-1-1 Board of Directors

FROM: Stephen M. Willoughby, Director
E-9-1-1 & Public Safety Programs

SUBJECT: General Status Report

Homeland Security

The Central Oklahoma region has been designated by the Federal Department of Homeland Security as an Urban Areas Security Initiative (UASI) area. \$4.4 million in grant funds are associated with this designation. Local officials met with the Office of Domestic Preparedness earlier this month to develop the required Urban Area Homeland Security Strategy for the region.

Automatic External Defibrillator Grant

The application period for the ACOG *Rural Access to Emergency Defibrillator* grant program closed February 15, 2005. ACOG has been designated as the Grant Administrator for this program that distributes AEDs to eligible entities in Canadian and Logan counties. Staff is in the process of scoring and submitting recommendations to the state Health Department for the applications received.

9-1-1 Equipment

The upgrade to the 9-1-1 workstations' operating system to XP is progressing well. Approximately six sites remain to be upgraded.

Geographical Information Systems (GIS)

The City of Oklahoma City's Geographical Information Systems (GIS) Department provided staff with a presentation of their mapping and associated databases. This meeting was to enhance the relationships between the two staffs and develop new partnerships associated with GIS mapping.

9-1-1 Training Institute

Earlier this month 11 call-takers from the region graduated from the basic Emergency Telecommunicator Course offered by 9-1-1 ACOG's Training Institute. The call-takers attending from Cleveland County, Del City, Midwest City, Norman, Yukon, Tecumseh, and Shawnee PSAPs now are recognized as being nationally certified by the National Academy of Emergency Dispatch.

Cleveland County Fire Response Meeting

Earlier this month staff facilitated a meeting with all the fire responders and PSAPs that serve Cleveland County to brief and review 9-1-1 fire response areas designated in that county. Officials are currently reviewing a couple of unincorporated areas to determine if better response can be provided to those areas.

Police Labor Collaborative Negotiations Panel

The Oklahoma Association of Chiefs of Police (OACP) is inviting union officials, police chiefs, and city managers to an information dialogue it is sponsoring related to collaborative approaches to collective bargaining on Feb. 24th, from 9 a.m. to 12:00 p.m. at the OACP office. A panel of practitioners will present various points of view related to effective communication at the bargaining table that not only lead to collective bargaining agreements, but enhance working relationships as well.