

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., JANUARY 22, 2007  
IF YOU DESIRE A SIGN-LANGUAGE INTERPRETER AT THE MEETING



9-1-1 association of central oklahoma governments

Chair Grant Hedrick  
Canadian County Commissioner

Vice-Chair David Hopper  
Norman Councilmember

Secretary/Treasurer Dave Howe  
Choctaw Councilmember

Executive Director  
Zach D. Taylor

9-1-1 BOARD OF DIRECTORS AGENDA  
1:00 p.m., Thursday, January 25, 2007  
ACOG Conference Room  
21 E. Main – Suite 100  
Oklahoma City, Oklahoma, 73104

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES –December 21, 2006 meeting ([Attachment III](#))
- IV. COMMUNICATIONS
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. CONSENT DOCKET

**INFORMATION:** This item is placed on the agenda so that the Board of Directors, by unanimous consent, may designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with the approval of all board members, that item will be heard in regular order. Staff recommends that Item VI- A be placed on the Consent Docket.

A. FINANCE REPORT – JANUARY CLAIMS ([Attachment VI-A](#))

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$476,425.41 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 January claims is included in the agenda packet.

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

VII. ITEMS REQUIRING INDIVIDUAL ACTION

There are no items requiring individual action.

VIII. GENERAL STATUS REPORT ([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  
December 21, 2006**

The eleventh meeting of the calendar year 2006 of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:13 p.m., December 21, 2006 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. David Hopper, Councilmember, Norman

**MEMBERS PRESENT**

Hon. James Woodard, Councilmember, Arcadia  
Hon. Ken Bartlett, Councilmember, Del City  
Hon. Julie Rozsypal, Councilmember, El Reno  
Hon. Marianne Yarbrough, Trustee, Forest Park  
Hon. Jon Gumerson, Mayor, Guthrie  
Hon. Margaret Graham, Trustee, Luther  
Hon. Russell Smith, Mayor, Midwest City  
Hon. Kathy McMillan, Councilmember, Moore  
Hon. Keith Bryan, Councilmember, Mustang  
Hon. Mark Sharpton, Commissioner, Logan County  
Hon. Stan Inman, Commissioner, Oklahoma County

**MEMBERS ABSENT**

Hon. Phil Shirey, Councilmember, Bethany  
Hon. Dave Howe, Councilmember, Choctaw  
Hon. Saundra Naifeh, Mayor, Edmond  
Hon. Jim Dickinson, Councilmember, Harrah  
Hon. Matt Elerick, Mayor, Jones City  
Hon. Gary Johnston, Mayor, Lake Aluma  
Hon. Mark Easton, Councilmember, Lexington  
No Designee, Newcastle  
Hon. Kathy Walker, Councilmember, Nichols Hills  
Hon. James Pumphrey, Councilmember, Nicoma Park  
Hon. Carol Jones, Councilmember, Noble  
Hon. John Brown, Councilmember, Piedmont  
Hon. Linda Daniels, Mayor, Slaughterville  
Hon. Kathy Jordon, Trustee, Smith Village  
Hon. Marsha Jefferson, Mayor, Spencer  
Hon. Chet Curlee, Councilmember, Tuttle

**MEMBERS ABSENT** (continued)

No Designee, Valley Brook  
Hon. Scott Symes, Mayor, The Village  
Hon. Jeff Martinez, Councilmember, Warr Acres  
Hon. Jim Gilbert, Mayor, Woodlawn Park  
Hon. Bob Bradway, Mayor, Yukon  
Hon. Grant Hedrick, Commissioner, Canadian County  
Hon. Bill Graves, Commissioner, Cleveland County

**GUESTS**

Larry Kesler, Union City  
Sam Bowman, Councilmember, City of Oklahoma City  
Ronnie Freeman, AT&T

**STAFF**

Zach Taylor, Executive Director  
Jane Sutter, Division Director, Intergovernmental Services  
Debbie Cook, Finance Division Director  
Stephen M. Willoughby, E9-1-1 & Public Safety Programs Director  
Doug Rex, Assistant to Executive Director  
John G. Johnson, Legal Counsel  
Jerry Church, ACOG Special Programs Officer  
Wendi Marcy, 9-1-1 Special Programs Officer  
Johnny Irons, 9-1-1 Project Coordinator  
Brad Nesom, Senior 9-1-1 GIS Specialist  
Carolyn White, 9-1-1 Database Manager  
Peggy Stoller, 9-1-1 GIS Technician  
Anita Kroth, Administrative Assistant

I. CALL TO ORDER

Vice-Chairman David Hopper called the meeting to order at 1:13 p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

Executive Director Zach Taylor welcomed Ronnie Freeman, AT&T.

III. APPROVAL OF MINUTES –November 16, 2006

Director Stan Inman, Oklahoma County, made a motion to approve the minutes of the Nov. 16, 2006 meeting with a correction to the word “vagrancies” used under the Director’s Report, page 4, one paragraph above item V, changed to “vagaries.” Director James Woodard, Arcadia, seconded the motion with the word correction on page 4.

The motion carried the following votes:

AYE: Woodard, Bartlett, Rozsypal, Yarbrough, Gumerson, Graham, Smith, McMillan, Bryan, Hopper, Sharpton, and Inman

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

Chairman's Report:

None

Director's Report:

Executive Director Zach Taylor reported that the State 9-1-1 Advisory Committee is looking at the gaps in 9-1-1 service throughout the state where there is no enhanced wireless or wireline 9-1-1 service. The State Advisory Board has awarded a contract with a company based in Colorado to help develop that plan.

Mr. Taylor reported that 9-1-1 ACOG sent out ordinance/resolution forms related to establishing a 9-1-1 service fee on Voice over Internet Protocol (VoIP) 9-1-1 calls to the 9-1-1 ACOG cities and counties for approval. Mr. Taylor explained that VoIP is a next generation technology. He said VoIP is a replacement for wireline service.

Mr. Taylor said the entities that have approved the VoIP ordinance/resolution are Cleveland County, Logan County, Oklahoma County, Bethany, Cedar Valley, Choctaw, El Reno, Forest Park, Guthrie, Harrah, Jones, Lexington, Luther, Mustang, Nicoma Park, Norman, Valley Brook, The Village, Warr Acres, Moore, Newcastle, Noble, Tuttle, Nichols Hills, Woodlawn Park and Slaughterville.

He said that staff has made many city council, county commission meetings and study sessions to review this complex issue. He offered to make presentations regarding VoIP to any entity requiring more information.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. CONSENT DOCKET

**INFORMATION:** These items are placed on the agenda so that the Board of Directors may designate those routine agenda items that they wish to be approved or acknowledged by

one motion. If any item proposed does not meet with the approval of all Board members, that item will be heard in regular order. Staff recommends that items VI-A, VI-B and VI-C be placed on the Consent Docket.

**Action Requested:** Motion to place the above items on the Consent Docket and approve or acknowledge those items, subject to any conditions included in that item.

A. FINANCE REPORT – DECEMBER 2006 CLAIMS (Attachment VI-A)

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$127,663.61 for the month of December. 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 attached.

**Action Requested:** Motion to accept the finance report and approve payment of the December budgeted, recurring claims against the Association.

B. 9-1-1 TECHNICAL MEETING DATE CORRECTION (Attachment VI-B)

**INFORMATION:** It is necessary to correct the September 2007 9-1-1 Technical Committee meeting date approved by the 9-1-1 Board of Directors on November 16<sup>th</sup>. The previously approved date of September 13, 2007 should be September 11, 2007.

**Action Requested:** Motion to approve the corrected September 2007 9-1-1 Technical Committee meeting date.

C. SURPLUS SALE (Attachment VI-C)

**INFORMATION:** Following today's Board of Directors meetings, the Association will conduct a sale of surplus items if authorized by the Board during the meeting. A list of items for sale is attached as Attachment VI-C for Board review and approval. These items will be sold to the highest bidder and must be picked up within 30 days after the sale.

**Action Requested:** Motion to approve the list of surplus items for sale and to authorize a December 21, 2006 surplus sale and disposition of those items listed.

Director Mark Sharpton, Logan County, made a motion to place the above items on the Consent Docket and approve or acknowledge those items, subject to any conditions included in that item. Director Ken Bartlett, Del City, seconded the motion. The motion carried the following votes:

AYE: Woodard, Bartlett, Rozsypal, Yarbrough, Gumerson, Graham, Smith, McMillan, Bryan, Hopper, Sharpton, and Inman

NAY: None

ABSTAIN: None

Director David Hopper asked John Johnson, 9-1-1 ACOG Legal Counsel, about the status of the wireless carriers regarding the prepaid wireless phones.

Mr. Johnson said we are waiting to schedule a meeting with the Mayor and City Manager of the City of Oklahoma City along with the concurrence of any other partners in this adventure before we send a letter. He reported that staff recently met with the 9-1-1 legal group which includes the City of Tulsa and their suburban cities and they are all willing to partner with us, but they want to discuss the concept with their management to be certain before sending a letter. He said all of the city attorneys have agreed to the letter. We need to have all of the pertinent policy makers on board and in agreement before a letter is sent to these wireless companies. Our concern is what will happen if the companies don't comply. What will be the repercussions from policy makers when we send the letter?

Mr. Hopper asked if the letter will state that legal action will be forthcoming if the companies do not comply. Mr. Johnson affirmed. The timeline stated in the letter allows them 30 days to comply. Mr. Johnson said the compliance includes that these companies pay the monies due from the time of the effective date of the law and also that they not be permitted to collect their 2% administration fees.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

None

VIII. GENERAL STATUS REPORT

Stephen Willoughby reported that we have successfully tested and performed the first wireless Phase II call from Sprint in Noble (latitude and longitude) with successful verification of delivery of Phase II information to our PSAPs. A rigorous testing schedule has been implemented. We have completed the testing with Sprint in all of the ACOG cities and communities. He said the City of Oklahoma City will begin testing with Sprint early in 2007.

Mr. Willoughby reported that Cingular has fulfilled the FCC's requirements for 50% of the sectors per PSAP for all 9-1-1 entities. Cingular has postponed turning up in the City of Oklahoma City due to technical issues. As far as Alltel, all of the PSAPs in Cleveland County have deployed Phase II with exception of Oklahoma City, and will resume testing after the first of 2007.

The Oklahoma City 9-1-1 Center is facing issues similar to what the ACOG PSAPs faced earlier regarding the technology and interface between AT&T and the third-party database provider and how that information is parceled out to the 9-1-1 Center. Oklahoma City uses a different format which requires a different way to portion that out. The City of Oklahoma City also has different 9-1-1 equipment. We will begin extending the FCC deadlines to compensate for this issue.

Mr. Willoughby reported that GeoComm delivered the regional GIS mapping dataset to 9-1-1 ACOG on December 8<sup>th</sup>. Staff is currently reviewing the data.

He said there was some delay in wireless carriers updating tower locations and footprints. We require carriers to have that information before they begin testing, which has created a positive response because it impacts their ability to meet their FCC deadline.

Mr. Willoughby reported on the status of the National Incident Management System (NIMS) project by informing the Board that out of the 59 total communities for which we are responsible, only five chose not to participate in the NIMS compliance. He said the deadline for us to provide documentation on the region's readiness and NIMS compliance back to the Oklahoma Homeland Security Office was December 15<sup>th</sup>.

Mr. Willoughby said that ACOG has been designated as the administrator for the \$4.4 million in Homeland Security funds for the Central Oklahoma region. He said ACOG has been working diligently with local public safety officials and vendors in encumbering these Federal Fiscal Year 2005 funds by December 31<sup>st</sup>.

In the ACOG Board agenda later today there is an item about the federal FY 2006 and a Memorandum of Understanding with the Oklahoma Office of Homeland Security to administer those funds as well.

Mr. Taylor asked Steve to expand on the process to test and deploy Phase II capabilities. Mr. Willoughby explained that there are nearly 4,000 cell sectors in the Central Oklahoma 9-1-1 system. The wireless carriers go cell sector by cell sector when testing to ensure successful delivery of the 9-1-1 call and verify the information.

Steve said some carriers have more than one delivery method which requires multiple testing from each cell sector.

That same procedure is done carrier by carrier. He said over the next six months it will be hit or miss depending on the carrier and the cell sector as to whether it will be delivered to us as a Phase II call (provides longitude and latitude and actual location of the call) or a Phase I call (tower information and call back number).

Mr. Willoughby said testing will resume after the first of the year, which coincides with a major upgrade we are doing with the 9-1-1 software. We are managing multiple efforts simultaneously.

He said currently we have testing scheduled through the end of February with three of the seven carriers that have towers in our region. He said Jan. 12<sup>th</sup> is the FCC deadline to meet the six-month request that we made in July with most of the carriers.

Since some carriers are not ready, we will work with them and grant 30- and 60-day extensions and still meet our goal of 18 months as we committed during the elections.

Mr. Willoughby said there is one exception to this in that Cingular has as FCC consent decree which allows them not to fully deploy in the region until October 2007.

IX. NEW BUSINESS

None

X. ADJOURNMENT

Vice-Chairman David Hopper asked for a motion to adjourn. Director Jon Gumerson, Guthrie, made a motion to adjourn. Director Stan Inman seconded the motion. The motion carried the following votes:

AYE: Woodard, Bartlett, Rozsypal, Yarbrough, Gumerson, Graham, Smith, McMillan, Bryan, Hopper, Sharpton, and Inman

NAY: None

ABSTAIN: None

The meeting was adjourned at 1:29 p.m.

ADOPTED THIS 25TH DAY OF JANUARY, 2007.

---

Chairman

---

Secretary-Treasurer

PAGE DOWN TO VIEW ATTACHMENT VI-A

**BE IT RESOLVED, that on this 25th day of January 2007, 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	\$77,127.57	
Development	1,054.00	
Legal	562.50	
Maintenance & Repair	98.94	
Mileage	21.36	
Postage	327.40	
Professional Dues	172.00	
Publications & Subscriptions	45.00	
Supplies	30.04	
Telephone	118.81	
Travel	33.73	
Xerox	123.13	
<i>Total MSAG/Education/Training</i>		\$79,714.48

**9-1-1 Operating/Maintenance**

AT&T (Network, Database & Frame Relay)	\$ 42,260.07	
AT&T (Wireless Phase 1)	4,085.51	
AT&T (One Year Maintenance)	201,600.00	
AT&T (One Year Hardware-Software Warranty)	120,000.00	
SBC Global Services (UPS Maintenance)	1,213.00	
AT&T (Frame Relay to Pioneer Demark)	106.80	
AT&T (Frame Relay EMD Parkview EMS)	524.61	
AT&T (EMSA EMD Frame Relay)	192.02	
Chase Equipment Leasing Inc.	13,463.10	
Hinton Telephone Company	246.20	
Logix Communications	132.88	
TDS Telecom (Choctaw Service)	1,221.52	
Pioneer Telephone (Newcastle Diagnostic Line)	54.42	
Pioneer Telephone (9-1-1 Trunks)	413.42	
Pioneer Telephone (Newcastle Frame Relay)	319.39	
Windstream	72.79	
Language Line	474.60	
MTM Solutions, Inc.	2,190.00	
North American Group	8,140.60	
<i>Total 9-1-1 Operating/Maintenance</i>		396,710.93
<b>Total January Claims</b>		<b>\$ 476,425.41</b>

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY-TREASURER

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
DISBURSEMENT OF FUND BALANCE  
DECEMBER 2006**

Arcadia	\$ 15.16
Bethany	1,120.93
Choctaw	413.82
Cleveland County	287.23
Del City	820.58
Edmond	4,083.59
El Reno	1,256.16
Forest Park	47.90
Guthrie	930.53
Harrah	224.21
Jones	105.66
Lexington	99.64
Midwest City	2,201.70
Moore	1,727.40
Mustang	585.31
Newcastle	318.26
Nichols Hills	266.79
Nicoma Park	103.93
Noble	243.56
Norman	4,501.49
Oklahoma County	698.54
Piedmont	187.48
Slaughterville	96.52
Spencer	149.77
The Village	407.06
Tinker AFB Fire Department	82.51
Tuttle	216.37
Warr Acres	479.75
Woodlawn Park	4.67
Yukon	1,031.81
	-----
Total December Disbursements	\$ 22,708.33
	=====

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
CASH STATUS REPORT  
FOR THE MONTH ENDED DECEMBER 31, 2006**

	<u>OPERATING</u>	<u>SAVINGS</u>	<u>TOTAL</u>
Beginning Balance <i>December 1, 2006</i>			
Cash on Deposit	\$ 1,477,498.41	\$ 299,859.82	\$ 1,777,358.23
Cash Receipts			
Fee Income	\$ 127,845.21	\$ -	\$ 127,845.21
Fee Income - Wireless Contracts	169,464.62		169,464.62
Transfers of Funds	691.55	-	691.55
Interest Earned	4,498.96	691.55	5,190.51
Miscellaneous	3,321.85	-	3,321.85
Total Cash Receipts	<u>\$ 305,822.19</u>	<u>\$ 691.55</u>	<u>\$ 306,513.74</u>
Total Cash Available	\$ 1,783,320.60	\$ 300,551.37	\$ 2,083,871.97
Cash Disbursements			
Claims/Operating Expense	\$ 127,663.61	\$ -	\$ 127,663.61
9-1-1 Fund Disbursement	22,708.33	-	22,708.33
Transfers of Funds	-	691.55	691.55
Miscellaneous	16.59		16.59
Total Cash Disbursements	<u>\$ 150,388.53</u>	<u>\$ 691.55</u>	<u>\$ 151,080.08</u>
Ending Balance <i>December 31, 2006</i>			
Cash on Deposit	<u>\$ 1,632,932.07</u>	<u>\$ 299,859.82</u>	<u>\$ 1,932,791.89</u>



9-1-1 association of central oklahoma governments

## ATTACHMENT VIII

Chair Grant Hedrick  
Canadian County Commissioner

Vice-Chair David Hopper  
Norman Councilmember

Secretary/Treasurer Dave Howe  
Choctaw Councilmember

Executive Director  
Zach D. Taylor

### MEMORANDUM

**DATE:** January 17, 2007

**TO:** 9-1-1 Board of Directors

**FROM:** Stephen M. Willoughby, Director  
E9-1-1 & Public Safety Programs

**SUBJECT:** General Status Report

#### WIRELESS DEPLOYMENT STATUS

Deployment of Wireless Phase II service, which provides location information from 9-1-1 callers using wireless phones, is progressing on schedule. 9-1-1 ACOG, the City of Oklahoma City and AT&T are working to resolve integration and formatting issues between the Oklahoma City 9-1-1 circuits, AT&T and the third party database providers. Phase II calls have successfully been tested at Oklahoma City, but could not be left in effect due to the impact on formatting of the wireline calls.

**Sprint PCS** Sprint PCS is 100% deployed Phase II in the 9-1-1 ACOG PSAPs. 9-1-1 ACOG has provided Sprint an FCC extension for the Oklahoma City PSAP until February 28<sup>th</sup>.

**Cingular** Cingular has deployed 50% of the cell sectors per PSAP for the 9-1-1 ACOG PSAPs. Cingular is only required by the FCC to deploy 50% by the January 18<sup>th</sup> deadline and the balance by October 18, 2007. 9-1-1 ACOG has provided Cingular an FCC extension for 50% deployment at the Oklahoma City PSAP until February 28<sup>th</sup>.

**All-Tel** All-Tel is 100% deployed for the 9-1-1 ACOG PSAPs in Logan, Cleveland, Canadian, McClain, and Grady Counties. All-Tel has been provided an FCC extension until March 29<sup>th</sup> to complete testing and deployment for the Oklahoma County PSAPs and Oklahoma City PSAP.

T-Mobile	T-Mobile was originally scheduled to begin testing/deployment January 16 <sup>th</sup> , but this was rescheduled to February 5 <sup>th</sup> due to the poor weather/road conditions. T-Mobile has been given an extension to the FCC deadline until February 28 <sup>th</sup> .
US Cellular	US Cellular is scheduled to begin testing/deployment the week of January 22 <sup>nd</sup> . They have been given an extension to the FCC deadline until January 31 <sup>st</sup> .
Nextel	Nextel also is scheduled to begin testing/deployment February 6 <sup>th</sup> . They have been given an extension to the FCC deadline until February 28 <sup>th</sup> .
Pioneer	Pioneer, d.b.a. Cellular Network Partners, has informed 9-1-1 ACOG that they deployed Phase II technology upon implementation of Phase I wireless. 9-1-1 ACOG is working with them to complete testing and verification.
Verizon	Verizon Wireless was sent a request for Phase II service in July, 2006. Verizon indicated they did not have service at that time in Central Oklahoma. Staff is doing some follow up with Verizon related to recent requests for 9-1-1 information from this wireless carrier.

## **REGIONAL GEOGRAPHICAL INFORMATION SYSTEM (GIS) DEVELOPMENT**

9-1-1 ACOG has received the complete regional data set from GeoComm (our third-party GIS vendor). Staff is currently working with GeoComm on quality control and evaluation of the data. In addition, staff is having additional discussions on developing a more automated update process for the GIS data provided by communities that are updating the data digitally. This step is necessary due to the large amount of updates required. Staff is also evaluating sub-contracting with GeoComm to assist in the short-term to update portions of the regional data.

ACOG is creating a Regional GIS Technical Committee to advise the Board and Staff on issues related to data development and policy. This group's first quarterly meeting will be Tuesday, February 6, 2007 at 9:00 a.m. in the ACOG Conference Room.

## **9-1-1 SOFTWARE UPGRADE**

Technical representatives from TCI (our 9-1-1 software vendor) have been in the region since earlier this month working with AT&T and 9-1-1 ACOG staff on the upgrade to the 9-1-1 software. This process involves splitting the central server farm, upgrading one-half of the servers, migrating to the PSAP workstations to the new software and completing the upgrade to the server. This software upgrade is expected to resolve some minor technical glitches and streamline the rebidding of location information from wireless carriers.