

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M. SEPTEMBER 24
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS
THURSDAY, SEPTEMBER 27, 2007

1:45 p.m.
or immediately following the ITPC meeting

ACOG CONFERENCE ROOM
21 EAST MAIN STREET, SUITE 100
OKLAHOMA CITY, OKLAHOMA 73104-2405
234-2264

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES – REGULAR MEETING AUGUST 16, 2007
[\[Attachment III\]](#)
- IV. COMMUNICATIONS
 - A. CHAIRMAN’S REPORT
 - B. DIRECTOR’S REPORT
- 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 Items A through H in Section VI 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 –AUGUST/SEPTEMBER CLAIMS
[Attachment VI-A]

INFORMATION: At the Board meeting on September 27, the Board will be asked to consider materials claims budgeted for the Association for the month of September. These claims will have been found to be in order by staff and proper as to form and recommended for payment. A copy of the Claims List will be available at the meeting. Also available at the meeting will be a list of August budgeted recurring expenses paid on August 31, 2007. These expenses were authorized to be paid by the Board at the June 28, 2007, meeting. A copy of the Claims List will be available for ratification.

Action Requested: Staff will ask for a motion to accept the finance report and approve payment of the September claims against the Association and to ratify payment of the August budgeted recurring expenses paid on August 31, 2007.

B. REGIONAL CLEARINGHOUSE REVIEW AND COMMENT REPORT – CURRENTLY UNDER REVIEW
[Attachment VI-B]

INFORMATION: The listed projects have been or are being reviewed through the Clearinghouse review process by staff. Final comment letters have been or will be submitted to the applicants as per Board Resolution No. 1059.

Action Requested: Motion to concur with the Clearinghouse action.

INTERMODAL TRANSPORTATION POLICY COMMITTEE REPORT
The attachments for these items are included in the ITPC Agenda Packet.

For a direct link to the ITPC agenda, please go to
<http://acogok.org/Newsroom/Downloads07/sept07itpc.pdf>

C. PROPOSED CHANGES TO THE *CRITERIA AND PROCESS FOR EVALUATION OF SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) PROJECTS*
[Attachment C]

INFORMATION: The Intermodal Transportation Technical Committee was asked to review the *Criteria and Process for Evaluation of STP-UZA Projects* and to suggest revisions to improve its clarity and usefulness in scoring STP-UZA projects for inclusion in the annual Transportation Improvement Program. The proposed

revisions will be presented at the September meeting and the ITTC recommends approval.

Action Requested: Review proposed changes to the *Criteria and Process for Evaluation of STP-UZA Projects* and motion to approve the recommended revisions.

- D. PROPOSED CHANGES TO THE *SURFACE TRANSPORTATION PROGRAM PROCEDURES FOR THE OKLAHOMA CITY URBANIZED AREA FUNDS*
(Attachment D)

INFORMATION: The *Surface Transportation Program (STP) Procedures for the Oklahoma City Urbanized Area Funds* provide information about the legislative background, eligible projects, UZA entities, requirements for requesting STP-UZA funds, and other general information about utilization of the funds. The Procedures also reference the *Criteria and Process for Evaluation of STP-UZA Projects* as the means to evaluate and prioritize the region's STP-UZA projects. Occasionally they require update to reflect changes in the Federal surface transportation law or add clarification. The ITTC recommends approval.

Action Requested: Motion to amend the *Surface Transportation Program (STP) Procedures for the Oklahoma City Urbanized Area Funds* to reflect the attached updates.

- E. REQUEST FOR AMENDMENT TO THE FEDERAL FUNCTIONAL CLASSIFICATION SYSTEM
(Attachment E)

INFORMATION: The City of Norman has requested amendments to the Federal Functional Classification System, which is the process by which streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide. The request asks to add approximately 2.0 miles to the urban Federal Functional Classification system. Upon the recommendation of the ITPC, the requests will be forwarded to the Oklahoma Department of Transportation (ODOT) and the Federal Highway Administration (FHWA) for final approval. The ITTC recommends approval.

Action Requested: Motion to endorse the Federal Functional Classification amendments presented by the City of Norman and forward the requests to ODOT and FHWA for final approval.

- F. CHANGE A LIGHT 2007-2008 CAMPAIGN
(Attachment F)

INFORMATION: ACOG is serving as a pledge driver in the ENERGY STAR Change a Light, Change the World campaign 2007-2008. The campaign encourages the installation of compact fluorescent light bulbs (CFLs) in the home and workplace. As a pledge driver, ACOG will be promoting the bulbs throughout the fall in recognition of Change a Light Day on October 3. The project is an extension of the regional air quality public education program. Staff encourages ACOG member communities and businesses to pledge to install the bulbs under the "Oklahoma City (Central Oklahoma) Clean Air Committee" umbrella.

Action Requested: None. For information only.

- G. STATUS OF SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) PROJECTS IN THE OCARTS TRANSPORTATION MANAGEMENT AREA (TMA) (Attachment G)

INFORMATION: Attached is information on the status of all OCARTS area Surface Transportation Program Urbanized Area (STP-UZA) projects, as provided by the ODOT Local Government Division.

Action Requested: None. For information only.

- H. FY 2006 UNIFIED PLANNING WORK PROGRAM (UPWP) REPORTS (Attachment H)

Action Requested: None. For information only.

This concludes the Intermodal Transportation Policy Committee Report.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

- A. ACOG FEDERAL AND STATE LEGISLATIVE ISSUES DEVELOPMENT (Attachment VII-A)

INFORMATION: City managers and elected officials attended a "breakfast" discussion of legislative issues on September 19th. The next step in the process of developing Board policy statements relating to legislation will be distribution of a survey through which Board members and their city managers can collectively state their community's/county's positions and priorities. The survey will be mailed in early October and will need to be returned by **October 19th**. Draft copies of the survey will be available at the Board meeting.

Action Requested: Motion to approve the distribution of the legislative issues survey.

B. RESPONSE TO EPA REGARDING OZONE STANDARD
[\[Attachment VII-B\]](#)

INFORMATION: On June 20, 2007, the U.S. Environmental Protection Agency (EPA) issued a proposal to strengthen the national ambient air quality standards for ground level ozone. The proposed revisions reflect new scientific evidence about ozone and its effects on people and public welfare. EPA proposes to set the primary health standard to a level within the range of 0.070-0.075 ppm, which is significantly more stringent than the current 0.08 ppm (rounded to 0.085) standard. Central Oklahoma continues to meet the current standard, but we most certainly would be in violation of the standard at the proposed level.

The deadline for comments to EPA regarding the proposed standards revision is October 9, 2007. While EPA plans to issue final standards on March 12, 2008, final designations for attainment and nonattainment areas would not be made until June, 2010

ACOG staff invited member entities as well as a few state and federal partners to a meeting August 23 to discuss an appropriate response. In addition, staff has met with the Oklahoma Department of Environmental Quality regarding the proposed revision. Combining the input from the various entities, attached is a draft letter for the ACOG Board of Directors to consider in response to the EPA's proposed standards revisions. This letter may also be used as a model for consideration at your city council or county commission should you so desire.

Action Requested: Board approval of the attached letter to the Environmental Protection Agency in response to proposed tightening of ground-level ozone standards.

C. CREDIT CARD POLICY/LIABILITY ACCEPTANCE FORM
[\[Attachment VII-C\]](#)

INFORMATION: In this electronic age there are times that ACOG staff has found a real need to purchase equipment and/or services on-line rather than through the standard Purchase Order/Invoice processes of the past. While the majority of our business transactions are still effectively handled through that traditional process, availability of a certain items, training and travel are occasionally dependent on more immediate transactions , often via the Internet, and staff has been forced to use personal credit cards, followed by somewhat protracted reimbursement.

ACOG maintains very stringent purchase order policies, one of the major reasons the Association receives clean audits year after year. The Administration is insistent on maintaining the firm controls related to staff purchases, yet is interested in accommodating the occasional need to utilize a credit card for immediate payment on certain pre-approved purchases when necessary. The attached policy and accompanying form speak to the need for maintaining the approval process necessary prior to purchase, but allow for authorized employees to “check out” a credit card for certain authorized business purchases. The policy and form clearly define the responsibilities and liabilities of the employee related to purchases made via credit, and actually provide for a zero account balance on each card until a certain amount is authorized for use (and a specific purpose) by the Finance Department and Executive Director.

Action Requested: Board approval of attached policy and form regarding credit card utilization for authorized ACOG expenses.

VIII. INFORMATIONAL ITEMS

A. METRO ALLIANCE FOR ANIMAL LIFE
[\[Attachment VIII-A\]](#)

INFORMATION: A new organization, the Metro Alliance for Animal Life, has been formed to address the challenges of pet overpopulation, unwanted pets, and stray dogs in Central Oklahoma. The Alliance intends to become a significant coalition of municipalities, non-profit organizations, and involved citizens, with the mission of unifying community groups to foster public respect for animal life. It also hopes to develop community resources supporting “no-kill” shelters, in which all placeable animals find good homes rather than having to be euthanized.

President Mike Randall will address our Board on their programs and upcoming media “launch” on October 23rd.

Action Requested: As desired by the Board.

IX. NEW BUSINESS

X. ADJOURNMENT

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

BOARD OF DIRECTORS

AUGUST 16, 2007 (THURSDAY)
21 EAST MAIN STREET, SUITE 100
OKLAHOMA CITY, OKLAHOMA
1:54 P.M.

The seventh meeting of the ACOG Board of Directors for the calendar year 2007 was convened August 16, 2007, in the ACOG Conference Room, 21 East Main Street, Suite 100, Oklahoma City, Oklahoma, at 1:54 p.m., as indicated by advance notice filed with the Oklahoma County Clerk and posted at the ACOG offices.

PRESIDING

Hon. Mark Sharpton, Commissioner, Logan County, Chairman

BOARD MEMBERS PRESENT

Hon. Phill Shirey, Councilmember, Bethany
Hon. Shawn Davis, Councilmember, Calumet
Hon. Roger Malone, Councilmember, Choctaw
Hon. Dan O'Neil, Mayor, Edmond
Hon. Julie Rozsypal, Councilmember, El Reno
Hon. Bill Lisby, Councilmember, Harrah
Hon. Ray Poland, Councilmember, Jones City
Hon. Margaret Graham, Councilmember, Luther
Hon. Kathy McMillan, Councilmember, Moore
Hon. Keith Bryan, Councilmember, Mustang
Hon. Jim Pumphrey, Mayor, Nicoma Park
Hon. David Hopper, Councilmember, Norman
Hon. Willa Johnson, Councilmember, Oklahoma City
Hon. John Brown, Councilmember, Piedmont
Hon. Scott Symes, Councilmember, The Village
Hon. Rusty Sullivan, Commissioner, Cleveland County

BOARD MEMBERS ABSENT

Hon. Ken Bartlett, Councilmember, Del City
Hon. Marianne Yarbrough, Councilmember, Forest Park
Hon. Chuck Burtcher, Mayor, Guthrie
Langston City
Hon. Mark Easton, Councilmember, Lexington
Hon. Russell Smith, Mayor, Midwest City
Hon. Kathy Walker, Councilmember, Nichols Hills
Hon. Gary Hayes, Mayor, Noble
Hon. Linda Daniels, Mayor, Slaughterville
Hon. Earnest Ware, Mayor, Spencer
Hon. T.J. McCullough Jr., Mayor, Union City
Valley Brook
Hon. Scott Symes, Councilmember, The Village
Hon. Jeff Martinez, Councilmember, Warr Acres
Hon. Ward Larson, Councilmember, Yukon
Hon. Grant Hedrick, Commissioner, Canadian County
Hon. Ray Vaughn, Commissioner, Oklahoma County

ASSOCIATE MEMBERS ABSENT

Tinker Air Force Base

GUESTS

Joe Blough, Oklahoma County
Rick Buchanan, Oklahoma County

STAFF PRESENT

Zach D. Taylor, Executive Director
Jane E. Sutter, Division Director, Intergovernmental Services
John G. Johnson, Legal Counsel and Consultant
Susan Yingling, Administrative Assistant, Administration
Diane McCullough, Projects Coordinator, Intergovernmental Services
Debbie Cook, Director of Finance
Steve Willoughby, ENP, Director, E9-1-1 & Public Safety Programs
Ellen Owens, Department Secretary
John Harrington, Division Director, Water Resources
Jerry Church, Programs Coordinator: Communications

I. CALL TO ORDER – ROLL CALL

Chairman Mark Sharpton called the meeting to order at 1:54 p.m. noting that a quorum was present.

II. INTRODUCTION OF GUESTS

Zach Taylor introduced Joe Blough, Carol Cline and Rick Buchanan from Oklahoma County.

III. A. APPROVAL OF MINUTES - REGULAR MEETING – JUNE 28, 2007

Director Poland made a motion to approve the minutes from the June 28, 2007 Board meeting. The motion was seconded by Director McMillan and passed unanimously.

IV. COMMUNICATIONS

A. CHAIRMAN'S REPORT

There was no Chairman's Report.

B. DIRECTOR'S REPORT

Mr. Taylor said there was correction on Item VI-I on the Consent Docket because the amounts listed in the agenda were incorrect. Instead of a \$90,000.00 grant, the grant was for \$75,000.00, and the local match amount was supposed to be \$28,708.

Mr. Taylor said there were two items on the agenda relating to REAP. He said the past session of the Oklahoma Legislature had approved Senate Bill 1, which relates to availability of information on state funding. Mr. Taylor said it was not clear in that law as to whether or not sub-awards from an agency would be covered – just the money going to the agency. Mr. Taylor said he and Mr. Johnson felt it was probably the legislature's intent, and the public's expectation, that REAP funds and the awards which we made would be disclosed through the process that is established by the state. Mr. Taylor said he and Mr. Johnson, as well as the state association director, met with the state auditor and inspector's office and the state finance office to devise a system whereby our REAP plan and REAP awards would be uploaded into the state's website that will be providing disclosure of those things. He said ACOG is trying to go above and beyond to make sure that there is no criticism associated with the state funding awards and things that ACOG would have to do with.

Ms. Sutter distributed a survey to the Board members and explained that it contained topic ideas for some pre-Board meeting study sessions the staff thought might be helpful. Ms. Sutter said the idea came from the feedback on evaluation forms from the Board Orientation held in

June 2007. She asked the members to fill out the survey to indicate whether or not they would be interested in attending the proposed study sessions. Mr. Taylor said that if the Board members had other ideas to please list those as well. Mr. Taylor pointed out that the study session date in October should have been October 25th instead of October 15th.

Mr. Taylor said that if anyone was interested in learning more about how to access transportation funds, that study session would be held on October 25th prior to the Board meeting. He asked that those interested contact staff and let them know so a boxed lunch could be provided.

Mr. Taylor invited the Board to attend ACOG's Annual Chili Cookoff which is done in conjunction with the United Way Campaign. He said staff would also have a live auction and silent auction to raise money for United Way. Mr. Taylor said that ACOG is a Pacesetter Company and the staff's level of volunteerism and support is quite notable.

V. HEARING OF DELEGATIONS OR CITIZENS

There were no delegations or citizens requesting a hearing.

VI. CONSENT DOCKET

This item is placed on the agenda so the Board of Directors, by unanimous consent, may designate those routine agenda items they wish to be approved or acknowledged by one motion.

Director Johnson made a motion that items A through J in Section VI, including the correction to item VI-I, be placed on the Consent Docket and approved. The motion was seconded by Director Bryan and carried unanimously.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. ACOG FEDERAL AND STATE LEGISLATIVE ISSUES DEVELOPMENT

Director Poland made a motion to approve the proposed schedule for the development of federal and state legislative issues and statements. Director Johnson seconded the motion and it passed unanimously.

B. RURAL ECONOMIC ACTION PLAN (REAP), TITLE 62 O.S. SECTIONS 2001 E.T. SEQ.

Diane McCullough said staff was starting the 2008 cycle for REAP even though all of the contracts hadn't gone out for the 2007 projects yet. She said staff starts in August for the next fiscal year. Ms. McCullough said that staff starts with a REAP plan and sends this to the state

auditor. She explained that it is a document that lists who is eligible, the population, and what projects money can be used for.

Director Poland made a motion to adopt the 2008 REAP plan. The motion was seconded by Director Pumphrey and passed unanimously.

VIII. NEW BUSINESS

There was no new business brought before the Board.

IX. ADJOURNMENT

The meeting was adjourned at 2:05 p.m.

ADOPTED THIS _____ DAY OF _____, 2007.

CHAIRMAN

SECRETARY-TREASURER

**SCHEDULE OF GENERAL OPERATING EXPENSES
FOR THE MONTH ENDED JULY 31, 2007**

Personnel Cost:

Salaries	\$ 98,636.23	
Payroll Taxes	43,795.05	
Group Health & Life Insurance	-	
Pension Contribution & Expense	14,512.74	
Deferred Compensation	5,011.85	
Allied Arts Contributions	233.16	
United Way Contributions	830.34	
	<hr/>	
Total Operating Personnel Expenditures		\$163,019.37
Section 125 Employee Benefits Paid		4,702.04
Total Personnel Cost		<hr/> <hr/> <u>\$167,721.41</u>

General Operating Expenses:

Contract Personnel	\$ 3,715.81	
Development	910.00	
Equipment	1,776.25	
Flexible Spending Plan	145.00	
Institute - 9-1-1	4,471.13	
Insurance	5,148.00	
Internet Service	425.02	
Legal	2,563.40	
Maintenance & Repair	1,474.83	
Maintenance & Repair Software	27,805.41	
Mileage	1,312.64	
Office Rent & Parking	12,713.33	
Offsite Storage	132.30	
Pension Administrative Fees	1,625.00	
Postage	1,500.00	
Printing	7,730.00	
Public Notice/Advertising	128.35	
Publications & Subscriptions	84.60	
Special Projects - CMAQ	40,166.13	
Sponsorship-Governors Water Conference	250.00	
Sub Contract	1,950.55	
Supplies	4,648.24	
Supplies - Software	75.00	
Telephone	1,241.76	
Travel	1,889.60	
Xerox	1,983.78	
	<hr/>	
Total General Operating Expenses		<hr/> <hr/> <u>125,866.13</u>

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED JULY 31, 2007

	SWEEP/ OPERATING	SAVINGS	WIRELESS 9-1-1	TOTAL
Beginning Balance <i>July 1, 2007</i>				
Cash on Deposit	\$ 1,086,441.82	\$ 199,878.57	\$ 655,713.49	\$ 1,942,033.88
Petty Cash	1,400.00	-	-	1,400.00
Total Beginning Balance	<u>\$ 1,087,841.82</u>	<u>\$ 199,878.57</u>	<u>\$ 655,713.49</u>	<u>\$ 1,943,433.88</u>
Cash Receipts				
Grants & Contracts	\$ 564,429.58	\$ -	\$ -	\$ 564,429.58
Memberships	202,377.00	-	-	202,377.00
Transfers of Funds	100,000.00	102,017.77	-	202,017.77
Interest Earned	4,830.09	1,229.76	2,261.35	8,321.20
Wireless 9-1-1	-	-	337,004.79	337,004.79
Miscellaneous	703.29	-	-	703.29
Total Cash Receipts	<u>\$ 872,339.96</u>	<u>\$ 103,247.53</u>	<u>\$ 339,266.14</u>	<u>\$ 1,314,853.63</u>
Cash Available	\$ 1,960,181.78	\$ 303,126.10	\$ 994,979.63	\$ 3,258,287.51
Cash Disbursements				
Personnel Cost <i>(detail next page)</i>	\$ 163,019.37	\$ 4,702.04	\$ -	\$ 167,721.41
Travel	1,155.00	-	-	1,155.00
Transfers of Funds	102,017.77	100,000.00	-	202,017.77
REAP	-	-	-	-
Special Projects - UASI	260,294.86	-	-	260,294.86
Wireless 9-1-1	-	-	705,310.25	705,310.25
General Operating Expenses <i>(detail next page)</i>	125,866.13	-	-	125,866.13
Total Cash Disbursements	<u>\$ 652,353.13</u>	<u>\$ 104,702.04</u>	<u>\$ 705,310.25</u>	<u>\$ 1,462,365.42</u>
Ending Balance <i>July 31, 2007</i>				
Cash on Deposit	\$ 1,306,428.65	\$ 198,424.06	\$ 289,669.38	\$ 1,794,522.09
Petty Cash	1,400.00	-	-	1,400.00
Total Ending Balance	<u><u>\$ 1,307,828.65</u></u>	<u><u>\$ 198,424.06</u></u>	<u><u>\$ 289,669.38</u></u>	<u><u>\$ 1,795,922.09</u></u>

BE IT RESOLVED, that on this 27th day of September, 2007, the following claims are approved by the Association of Central Oklahoma Governments; and the Director and Officers of this Association are directed to pay such claims.

American Planning Association <i>(Professional Dues)</i>	\$ 210.00
AT&T <i>(Telephone)</i>	761.44
AT&T Wireless <i>(Telephone – 9-1-1 \$89.22)</i>	309.64
AT&T <i>(Internet)</i>	132.02
Big Sky Tours <i>(Travel – 9-1-1)</i>	403.10
Bricktown Venture II, LLC <i>(Office Rent)</i>	12,233.33
Canberra Industries, Inc. <i>(Projects – UASI)</i>	2,156.09
CDW Government, Inc. <i>(Maintenance & Repair Equipment)</i>	706.67
Cher A. Bumps & Associates, Inc. <i>(FSA Fees)</i>	145.00
COMPUSA, Inc. <i>(Supplies)</i>	368.16
Finley & Cook Certified Public Accountants <i>(Equipment and Maintenance & Repair Software)</i>	13,364.28
Harrington, John <i>(Mileage)</i>	84.93

Henderson, Mary <i>{Petty Cash Reimbursement – 9-1-1 \$20.20}</i>	509.76
International City/County Management Association <i>{Publications & Subscriptions - 9-1-1}</i>	46.00
Irons, Johnny <i>{Travel – 9-1-1}</i>	157.29
Johnson, John <i>{Consulting and Legal Service – 9-1-1 \$1,370.69}</i>	3,182.99
King Pest Control, Inc. <i>{Maintenance}</i>	300.00
Marcy, Wendi <i>{Development - 9-1-1}</i>	676.00
MCI <i>{Telephone – 9-1-1 \$50.86}</i>	109.51
Mott's Office Products <i>{Supplies – 9-1-1 \$63.71}</i>	1,087.36
Neighbors Executive Coffee <i>{Supplies}</i>	207.90
Nextel Communications <i>{Telephone – 9-1-1}</i>	47.53
Nobel Systems, Inc. <i>{Maintenance & Repair Equipment}</i>	326.00
Oklahoma County <i>{REAP T2006-28}</i>	29,053.07
Pendergraft, Art <i>{Consultant – UPWP}</i>	3,715.81
Scott Rice <i>{Projects – UASI}</i>	132,560.65
South Central Arc Users Group <i>{Development & Professional Dues}</i>	360.00

Taylor, Zach <i>{Travel}</i>	109.62
Third Degree Advertising <i>{Projects - CMAQ}</i>	7,437.22
United States Postal Service <i>{Bulk Mail}</i>	500.00
United States Postal Service <i>{Meter}</i>	1,000.00
WorkflowOne <i>{Offsite storage – 9-1-1 \$4.55}</i>	132.30
Xerox Corporation <i>{Xerox}</i>	2,053.67

TOTAL SEPTEMBER CLAIMS	<u>\$214,447.34</u>

ATTEST:

CHAIRMAN

At the June 28, 2007, Association of Central Oklahoma Governments' Board of Directors meeting, authorization was given to pay August budgeted recurring expenses. This list is offered so the Board of Directors may ratify these claims.

American Planning Association <i>(Professional Dues)</i>	\$ 210.00
AT&T <i>(Telephone)</i>	761.44
AT&T Wireless <i>(Telephone – 9-1-1 \$99.07)</i>	337.74
AT&T <i>(Internet)</i>	132.02
Bricktown Venture II, LLC <i>(Office Rent)</i>	12,533.33
Brown, Ken <i>(Mileage)</i>	158.06
Calumet, Town of <i>(REAPT 2007-16)</i>	3,337.91
Cedar Valley, Township of <i>(REAPT 2006-49 & T2007-16)</i>	99,210.70
Cher A. Bumps & Associates, Inc. <i>(FSA Fees)</i>	145.00
COMPUSA, Inc. <i>(Supplies)</i>	515.84
Cook, Debbie <i>(Travel)</i>	28.16
Criss Cross Numerical Directories, Inc. <i>(Publications & Subscriptions)</i>	604.00
Electradigital <i>(Web Page Hosting)</i>	293.00

FedEx <i>(Postage – 9-1-1 \$36.32)</i>	47.67
FedEX Kinko's <i>(Supplies – 9-1-1)</i>	25.87
Ford Audio-Video <i>(Maintenance & Repair – 9-1-1)</i>	647.20
FP Mailing Solutions <i>(Equipment Lease)</i>	564.00
Henderson, Mary <i>(Petty Cash Reimbursement – 9-1-1 \$209.33)</i>	309.28
Johnson, John <i>(Consulting and Legal Service – 9-1-1 \$1,144.55)</i>	3,143.75
Kroth, Anita <i>(Mileage)</i>	13.34
Link Communications, Inc. <i>(Projects – UASI)</i>	23,364.16
Management Concepts, Inc. <i>(Development)</i>	1,185.00
MCI <i>(Telephone – 9-1-1 \$45.90)</i>	147.54
Mott's Office Products <i>(Supplies)</i>	569.27
National Emergency Number Association <i>(Development – 9-1-1)</i>	815.00
Neighbors Executive Coffee <i>(Supplies)</i>	201.15
Nextel Communications <i>(Telephone – 9-1-1)</i>	84.54
Nobel Systems, Inc. <i>(Maintenance & Repair Equipment)</i>	237.50

Nova Vision <i>{Supplies – 9-1-1}</i>	24.10
Oklahoma Bindery, Inc. <i>{Supplies}</i>	150.00
Oklahoma City, City of <i>{UPWP Service}</i>	1,765.51
Oklahoma Municipal League <i>{Professional Dues}</i>	200.00
OPUBCO Communications Group <i>{Advertising/Public Notice}</i>	58.35
Pendergraft, Art <i>{Consultant – UPWP}</i>	3,715.81
Petra Industries, Inc. <i>{Projects - UASI}</i>	439.38
Priority Dispatch <i>{Institute – 9-1-1}</i>	500.00
Public Safety Group <i>{Institute – 9-1-1}</i>	1,000.00
Softman Products, LLC <i>{Supplies – Software}</i>	1,116.00
Third Degree Advertising <i>{Projects - CMAQ}</i>	27,388.41
Turn Key M Mobile, Inc. <i>{Projects – UASI}</i>	18,892.00
United States Postal Service <i>{Bulk Mail}</i>	500.00
United States Postal Service <i>{Meter}</i>	1,000.00
Uptime <i>{Maintenance & Repair Software}</i>	694.41

US Water News <i>(Publications & Subscriptions)</i>	79.00
WorkflowOne <i>(Offsite storage – 9-1-1 \$4.55)</i>	132.30
Xerox Corporation <i>(Xerox)</i>	2,329.55

TOTAL AUGUST CLAIMS	<u>\$209,607.29</u>

ATTEST:

CHAIRMAN

**REVIEW AND COMMENT REPORT
AS OF SEPTEMBER 17, 2007**

The following projects are currently under review or have been reviewed by staff during the past month.

<u>Date Received</u>	<u>ID#</u>	<u>Agency & Project</u>
08/29/2007	H29701	Oklahoma Department of Environmental Quality Water Quality Division Water Quality Certification for the dredging of the lake in Esperanza Housing Addition, Oklahoma City



association of central oklahoma governments

ATTACHMENT VII-A

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: September 21, 2007
TO: ACOG Board of Directors
FROM: Jane E. Sutter, Division Director, Intergovernmental Services
SUBJECT: ACOG Federal and State Legislative Issues Development

INFORMATION:

City managers and elected officials attended a "breakfast" discussion of legislative issues on September 19. The next step in the process of developing Board policy statements relating to legislation will be distribution of a survey through which Board members and their city managers can collectively state their community's/county's positions and priorities. The survey will be mailed in early October and will need to be returned by **October 19**. Draft copies of the survey will be available at the Board meeting.

Your active involvement in each step of this process is critical to the development of legislative policies that can work for you. **Thank you for your participation.**

Action Requested:

Motion to approve the distribution of the legislative issues survey.

JES:sny



association of central oklahoma governments

ATTACHMENT VII-B

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: September 17, 2007
TO: ACOG Board of Directors
FROM: Zach D. Taylor, Executive Director
SUBJECT: Response to EPA regarding ozone standard

INFORMATION:

On June 20, 2007, the U.S. Environmental Protection Agency (EPA) issued a proposal to strengthen the national ambient air quality standards for ground level ozone. The proposed revisions reflect new scientific evidence about ozone and its effects on people and public welfare. EPA proposes to set the primary health standard to a level within the range of 0.070-0.075 ppm, which is significantly more stringent than the current 0.08 ppm (rounded to 0.085) standard. Central Oklahoma continues to meet the current standard, but we most certainly would be in violation of the standard at the proposed level.

The deadline for comments to EPA regarding the proposed standards revision is October 9, 2007. While EPA plans to issue final standards on March 12, 2008, final designations for attainment and nonattainment areas would not be made until June, 2010

ACOG staff invited member entities as well as a few state and federal partners to a meeting August 23 to discuss an appropriate response. In addition, staff has met with the Oklahoma Department of Environmental Quality regarding the proposed revision. Combining the input from the various entities, attached is a draft letter for the ACOG Board of Directors to consider in response to the EPA's proposed standards revisions. This letter may also be used as a model for consideration at your city council or county commission should you so desire.

Action Requested: Board approval of the attached letter to the Environmental Protection Agency in response to proposed tightening of ground-level ozone standards.



association of central oklahoma governments

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DRAFT

September 27, 2007
EPA Docket Center
Environmental Protection Agency,
Mail Code 6102T
1200 Pennsylvania Ave., NW
Washington, D.C. 20460

Re: Docket ID No. EPA-HQ-OAR-2005-0172

This letter provides the Association of Central Oklahoma Governments' (ACOG) response to the Environmental Protection Agency's (EPA) request for comments to the proposed strengthening of the national ambient air quality standards for ground-level ozone.

ACOG is a council of governments in Central Oklahoma whose member cities, towns and counties encompass an area of over 2,900 square miles and provide a home to over one million residents. ACOG also serves as the region's Metropolitan Planning Organization (MPO), as designated by the Federal Highway Administration for transportation planning purposes. As the MPO, ACOG has provided significant leadership in the region's ongoing compliance with federal ozone standards, leading numerous proactive efforts to improve air quality. As of this writing, Central Oklahoma remains in compliance with current ozone standards, but has teetered on the edge the past several years, much dependent on the effects of summertime weather and other conditions.

Among efforts to meet ozone standards, ACOG has facilitated the signing of multiple agreements with EPA over the years that demonstrate the region's commitment to clean air standards compliance. These agreements have included the Flexible Attainment Region, Early Action Compact and a current submittal of an Ozone 8-hour Flex Agreement. Each of these agreements has documented ongoing and accelerating efforts by area local governments, businesses and state agencies to make emission reduction strategies in the name of clean air as various milestones are met.

We provide this background in an effort to give the reader the context from which to consider the following comments. These observations, questions and recommendations are respectfully offered for your consideration.

The Science

While some will, no doubt, argue that the science referenced in the proposed ruling does not justify a more stringent standard, the staff and members of ACOG do not have the expertise or scientific background to take a stand regarding the science. Our comments will instead be directed toward approach and timing of implementation of any accepted standards revisions and how they affect cities and states committed to being good stewards of the environment.

Approach

Despite years of sanctions and federally established milestones, many parts of the country have been unable to meet the current ozone standard. Instituting an ozone standard that is more stringent without additional tools/resources and authority would put even more pressure on cities and states. Central Oklahoma has diligently and successfully worked to remain in compliance with the current standard, but even with numerous proactive efforts, teeters on the edge of non-compliance and is dependent on cooperative weather conditions and progress of industries regulated at the federal level.

A dramatic tightening of the standard as proposed would certainly make it unlikely that our region would be able to continue to meet the standard given the current confines of factors for which we have control. And, given that Central Oklahoma's situation is better than most, it would be even more implausible for the numerous areas in the country that have never met the previous one hour standard or the current eight hour standard to hit the mark. In fact, on a September 19 conference call between members of the National Association of Regional Councils (NARC) and EPA, when questioned about it being a viable expectation that cities could become compliant with the tightened standards given their current authority, the EPA representative admitted that "We could not identify enough known local controls to bring the country into compliance by 2020."

Then, there is the issue of transport. One of the reasons it would be difficult for Central Oklahoma to remain in compliance with tightening standards, is that our neighbors to the south, Houston and Dallas, to name two, have been allowed extensions to meet even the current standard. Scientists and meteorologists have documented appreciable transport of their ozone to our region by prevailing summer winds from the south.

Given these conditions, it is our belief that any tightening of the standard must be accompanied by simultaneous strengthening of national measures (such as regulatory requirements for power plants, mileage/emissions requirements on motor vehicles, and uniform cleaner fuels) that affect ozone emissions nationwide. It is simply not in the available toolkit at the local level to efficiently effect a change significant enough to meet a .070-74 ppm standard.

If Congressional action is necessary to affect the ground rules on a national level, we support revisions of the Clean Air Act to make such changes.

Timing

The other issue, which may also require an opening of the Clean Air Act, is timing of implementation of any new standards that are promulgated. Under the proposed schedule, with a new ozone standard, EPA would make designations by 2010 and new State Implementation Plans (SIPs) would be required by 2013. The planned requirements for improvements in vehicle fuel efficiency and cleaner power plants would not have had time to take effect before local areas would be judged as noncompliant. In addition, present statutory scheduling defines levels of severity for non-attainment areas, and actually gives the dirtier regions more time to comply, creating a very unfair situation for the regions that have been more successful in meeting requirements and that are still paying the consequences of the dirty air/transport created by the more severe violators.

The ACOG local governments respectfully request development of a totally new approach to improving the country's air quality, dismantling the entire system of punitive measures for local areas and creating a new national approach to developing tools (such as tougher vehicle emissions/fuel economy, power plant standards and uniform cleaner fuel standards) that will improve the situation nationwide.

The need for proposed more stringent standards, and the fact that basically the entire country would be found in non-compliance, underscores the fact that this is a national problem, and the solutions must emanate from the federal level rather than on the backs of cities across the country. We simply do not have the strategies or controls to combat the ever increasing requirements. As Stephen Covey references in his Seven Habits of Highly Effective People, one can only control that which is in his sphere of influence. The same goes for communities.

The resources saved by looking at a national approach versus the tremendous effort required to keep track of hundreds of communities and their local efforts would be

enormous. We believe those financial and human resources could be put to far more efficient and better use by EPA in a holistic, nationwide plan,

Secondary Standard

In response to the request for comments on adoption of a secondary standard, ACOG members believe more research is needed before a final determination. While keeping a consistent standard for the sake of humans and plants would be the simplest approach, if EPA insists that a different standard is absolutely necessary, we would suggest that more effort is needed to determine the measurement requirements for a W126 formula, requesting that the standard be established on a very site specific basis determined by the actual plant life of different localities. Human biological effects of ozone would logically be the same throughout the country, but plant life needs and ecosystems vary greatly. The giant Redwood trees in Washington state surely have different requirements than the cactus in Arizona or the scrub oaks in Oklahoma.

Thank you for the opportunity to comment. We will be sharing these comments with Oklahoma's Congressional delegation as well.

Sincerely,

Zach D. Taylor
ACOG Executive Director

Mark Sharpton,
Chair, ACOG Board of Directors
Logan County Commissioner



association of central oklahoma governments

ATTACHMENT VII-C

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: September 17, 2007
TO: ACOG Board of Directors
FROM: Zach D. Taylor, Executive Director
SUBJECT: Credit Card Policy/Liability Acceptance Form

Information:

In this electronic age there are times that ACOG staff has found a real need to purchase equipment and/or services on-line rather than through the standard Purchase Order/Invoice processes of the past. While the majority of our business transactions are still effectively handled through that traditional process, availability of a certain items, training and travel are occasionally dependent on more immediate transactions , often via the Internet, and staff has been forced to use personal credit cards, followed by somewhat protracted reimbursement.

ACOG maintains very stringent purchase order policies, one of the major reasons the Association receives clean audits year after year. The Administration is insistent on maintaining the firm controls related to staff purchases, yet is interested in accommodating the occasional need to utilize a credit card for immediate payment on certain pre-approved purchases when necessary. The attached policy and accompanying form speak to the need for maintaining the approval process necessary prior to purchase, but allow for authorized employees to “check out” a credit card for certain authorized business purchases. The policy and form clearly define the responsibilities and liabilities of the employee related to purchases made via credit, and actually provide for a zero account balance on each card until a certain amount is authorized for use (and a specific purpose) by the Finance Department and Executive Director.

Action Requested: Board approval of attached policy and form regarding credit card utilization for authorized ACOG expenses.

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS CREDIT CARD POLICY

I. PURPOSE

To establish criteria, guidelines and instructions for the use of credit cards issued on behalf of the Association of Central Oklahoma Governments for the purpose of conducting ACOG business.

II. OVERVIEW

The use of credit cards has proven to be a necessary and cost effective method of obtaining low cost supply and service items for the Association. The use of credit cards can also enhance accountability by providing detailed purchase histories and can save time. For some vendors, credit cards are now the only acceptable form of payment. Some travel and training costs may also be handled best through the credit card process.

III. PROCEDURE

For the credit card process to operate efficiently, a timely response to each of the elements of the procedure is required from those concerned. Employee absences should be anticipated and arrangements put in place so that the process flow will not be delayed.

A. Issuance of Credit Cards

1. Credit cards will be issued to authorized ACOG employees based upon need and approval.
2. The employee must sign the Credit Card Request Form verifying agreement to the conditions of use.
3. The requesting employee's supervisor, Division Director and Executive Director will sign the Credit Card Request form indicating approval and will mark whether it will be used for travel, procurement or both.
4. Finance will review the Credit Card Request form and process for issuance of a credit card to the employee.
5. All of the issued credit cards will be kept in ACOG's safe. Employees must provide Finance with either an approved purchase order or travel form in order to receive their card. Upon completion of the approved, necessary procurement transaction, the employee will return the credit card to Finance to be returned to the ACOG safe.
6. Each card issued will have specific card controls, such as Merchant Category Code (MCC) exclusions, based on the functional area of responsibility and needs of the individual cardholder.
7. All cards will have a default \$0 limit. After receipt of an approved purchase order or travel form, the credit card Program Administrator will request necessary changes to the card credit line. Upon completion of the procurement, the credit limit will be returned to \$0.

B. Use of the Credit Card

1. Authorized employees will receive a unique card with his/her name on it, ONLY that Cardholder is authorized to use that card. The Cardholder may make transactions on behalf of others in his/her Department. However, the Cardholder is responsible for all usage of his/her card.
2. Although the card is issued in an ACOG employee's name, it is still the property of ACOG and is to be used in the conduct of ACOG's business only. The use of an ACOG credit card to acquire or purchase goods and services for other than official ACOG use is hereby considered a fraudulent and unauthorized use and will subject the employee to disciplinary action up to and including dismissal as specified in ACOG's Personnel Policy and/or criminal prosecution.
3. The Employee/Cardholder shall retain vendor's receipts and/or documentation of telephone, Internet, and/or mail orders and provide to Finance for future reconciliation of the credit card statement.

C. Unauthorized Credit Card Use

The credit card SHALL NOT BE USED for the following:

- a. Personal purchases or identification
- b. A purchase that exceeds the Cardholder's purchase limit
- c. Cash Advances
- d. Alcoholic beverages

A Cardholder who makes any unauthorized purchases shall be liable for the total dollar amount of such unauthorized purchases, plus any administrative fees charged by the Bank or card company in connection with the misuse, and shall reimburse ACOG immediately. The Cardholder shall also be subject to disciplinary action, which may include termination.

D. Making a Purchase

1. It is ACOG's policy to seek competition and the lowest prices within the parameters of quality and delivery. Accordingly, whenever making a credit card purchase the Cardholder will check as many sources of supply as reasonable to the situation to assure best price and delivery.
2. At the time of purchase, whether over-the-counter, Internet, telephone or faxes, cardholders will advise the merchant that the purchase is for official ACOG purposes and therefore is not subject to any state or local sales tax. The credit card will have ACOG's name on it as well as the employee's. A copy of ACOG's tax exempt letter can be obtained from Finance to provide to vendors.
3. For purchases from vendors who make deliveries or will mail items, cardholders must inform vendors to deliver the order directly to the ACOG office.

E. Cardholder Record Keeping

1. Whenever a credit card purchase is made, either over-the-counter or by other means, detailed documentation shall be obtained as proof of purchase. Such documentation will be used to verify the purchases listed on the Cardholder's monthly statement of account.
2. When the purchase is made over-the-counter, the Cardholder shall retain the invoice and "customer copy" of the charge receipt. The Cardholder is responsible for checking that the vendor lists the quantity and fully describes the item(s), prior to the Cardholder signing the slip.
3. When the purchase is made on the Internet, the Cardholder shall print a copy of the receipt and order confirmation before exiting the site.
4. When a purchase is made over the telephone, the Cardholder shall have the vendor fax them a copy of the receipt.
5. When the purchase is made by mail, the Cardholder shall retain all confirmations and shipping documentation.
6. When an item is returned, the vendor shall issue the Cardholder a credit, which should appear on a subsequent statement. *Under no circumstances should the Employee/Cardholder accept cash in lieu of a credit to the credit card account.*
7. All supporting documentation, including receiving documentation, shall be given to Finance to support the charges on the monthly card statement.

F. Review of Monthly Statement

1. At the end of each billing cycle, each Cardholder shall receive a statement that will list the Cardholder's transactions for that period. These statements will be mailed to the ACOG address. The Cardholder will immediately review this statement for accuracy and report any errors found. The statement and should be provided to Finance along with any supporting documentation not previously submitted.

G. Method of Payment and Double-Billing Caution

1. All cardholder transactions are consolidated and billed on a monthly cycle. Because the vendor will be paid through the credit card company, the cardholder should ask the vendor **not** to submit an invoice to ACOG in order to minimize the possibility of double-billing.

H. Payment of Credit Card Purchases

1. Finance will review the consolidated company statement, the individual cardholder statements and all required supporting documentation and place the valid amount due to the credit card company on the monthly claims list to be approved by the ACOG Board of Directors.

I. Cardholder Security/Lost or Stolen Cards

1. It is the Cardholder's responsibility to safeguard the credit card and account number to the same degree that a Cardholder safeguards his/her personal credit information. A violation of this obligation will result in that Cardholder having his/her card withdrawn and possible disciplinary action.
2. If the card is lost or stolen, the Cardholder shall immediately notify the credit card company, representatives are available 24 hours a day. Advise the representative that the call is regarding a credit card. ACOG Finance should also be notified immediately and written notification must follow to the credit card company.
3. A card that is subsequently found by the Cardholder after being reported lost shall be destroyed.

J. EMPLOYEE/CARDHOLDER SEPARATION

1. Prior to separation from employment with ACOG, the Employee/Cardholder shall surrender any credit card and credit card documentation currently in his/her possession to ACOG Finance.

Name of Cardholder: _____ Signature: _____
(Last, First, Middle Initial-PRINTED/TYPED)

Date: _____ Division/Section: _____

Immediate Supervisor: _____ Approving Official:

(Name)

I, the undersigned Employee/Cardholder, fully understand and agree to the following terms and conditions regarding the use and safekeeping of the credit card to be issued and entrusted to me:

1. I accept full personal responsibility for the use and safekeeping of the card assigned to me and shall return the card to the ACOG Finance Division when it is not being used for an approved transaction;
2. I understand that I will be making financial commitments on behalf of ACOG and will strive to obtain fair and reasonable prices;
3. I agree to follow all policies and procedures established for the usage of the credit card;
4. I shall **NOT** use the card for any non-ACOG-related business or non-authorized purchases, nor personal purchases nor cash advances;
5. I shall **immediately** report the theft or loss of the card by telephone and then follow up in writing (form) to the bank and ACOG Finance Division;
6. I understand that all rules, policies and procedures relating to procurement and travel are still in effect;
7. I shall surrender any card and supporting documentation in my possession upon **(a)** termination of employment with ACOG, **(b)** request of my supervisor, Executive Director, card Program Administrator, or Finance Director. Further, I fully understand that my last paycheck will be withheld until the card is surrendered as required;
8. I understand that any purchases made by me will be recorded and reviewed in management reports, for payments to vendors, and possible discrepancies and appropriateness of purchase; further, I acknowledge that I will have personal liability and responsibility for repayment to ACOG for any inappropriate purchases made by me;
9. I agree to reimburse ACOG for any purchases made by me which are deemed inappropriate;
10. I understand that I **cannot** use the card as a financial reference to obtain other personal credit cards or loans;
11. I understand that I am personally responsible for obtaining and keeping all purchase and credit documents; and, submitting them in accordance with ACOG's Credit Card Policy;

12. I will use the card only within the limits and restrictions placed upon it;

13. I understand that absolutely no one, other than myself, is permitted to the use the card assigned to me; and,

14. *I understand that failure to follow any of the above listed terms and conditions or if found to have misused the card in any manner will result in (a) revocation of the privilege to use the card, (b) disciplinary action, (c) termination of employment, and/or (d) criminal charges filed with the local District Attorney's Office. By my signature below, I hereby accept the above terms and conditions.*

_____	_____
Employee's Signature	Date Signed
_____	_____
Supervisor Signature	Date Signed

I authorize and approve the issuance of said card to this employee.	
_____	_____
Signature of Division Director	Date Signed

_____	_____
Signature of Executive Director	Date signed
_____ Travel	_____
Procurement	



association of central oklahoma governments

ATTACHMENT VIII-A

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: September 17, 2007
TO: ACOG Board of Directors
FROM: Zach D. Taylor, Executive Director
SUBJECT: Metro Alliance for Animal Life

INFORMATION:

A new organization, the Metro Alliance for Animal Life, has been formed to address the challenges of pet overpopulation, unwanted pets, and stray dogs in Central Oklahoma. The Alliance intends to become a significant coalition of municipalities, non-profit organizations, and involved citizens, with the mission of unifying community groups to foster public respect for animal life. It also hopes to develop community resources supporting “no-kill” shelters, in which all placeable animals find good homes rather than having to be euthanized.

All municipalities struggle with the problems caused by overpopulation and unwanted pets, and the Alliance will seek community-based solutions that have had great success in other parts of the country. At present it has four working committees developing the following programs:

1. Access to spay/neuter services: Surveying veterinarians and designing an informational brochure to increase affordable services to low-income pet owners who might otherwise contribute to the numbers of cat and dog litters that end up on the streets or in our shelters.
2. Education and adoption: Developing a telephone hotline for animal behavior advice to reduce the numbers of pets surrendered to our shelters for behavioral problems.
3. Exemplary shelter: Developing adoption greeters and health programs at the Oklahoma City animal shelter that can be replicated in all metro shelters and reduce the operational burdens.

4. Public relations: Developing a speaker's bureau, a membership directory and media relations in order to raise community awareness of the ways the public can contribute to reducing the stress on our animal welfare systems.

Additional programs will be developed as the Alliance increases its organizational capacity. A significant key to expanding its impact will be the participation of the local government in the Central Oklahoma region.

President Mike Randall will address our Board on their programs and upcoming media "launch" on October 23rd.

Action Requested: As desired by the Board.

ZDT/SY