

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., APRIL 27, 2009
IF YOU DESIRE A SIGN-LANGUAGE INTERPRETER AT THE MEETING



9-1-1 association of central oklahoma governments

Chair Keith Bryan
Mustang Councilmember

Vice-Chair Ken Bartlett
Del City Councilmember

Secretary/Treasurer Dan O'Neil
Edmond Mayor

Executive Director
John G. Johnson

9-1-1 BOARD OF DIRECTORS
AGENDA

1:00 p.m., Thursday, April 30, 2009
ACOG Conference Room
21 E. Main – Suite 100
Oklahoma City, Oklahoma 73104

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES – MARCH 26, 2009 meeting ([Attachment III](#))
- IV. COMMUNICATIONS
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. FINANCE REPORT – APRIL CLAIMS ([Attachment VI](#))

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$241,534.54 for the month of April. 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 April recurring claims against the Association.

- VII. INDIVIDUAL ACTION ITEMS
 - A. AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO EXECUTE AN ADDENDUM TO THE CONTRACT WITH GEOCOMM FOR ADDITIONAL GIS CONSULTING/TRAINING SERVICES

INFORMATION: 9-1-1 ACOG currently contracts with GeoComm for Geographical Information System (GIS) software and services. The filling of the 9-1-1 GIS Manager position has prompted a need for GeoComm to conduct additional training on the proprietary software and system design used by 9-1-1 ACOG. Therefore, staff is recommending that the 9-1-1 Board of Directors authorize an addendum to the existing contract, not to exceed \$6,000 for these additional consulting and training services.

Action Requested: Authorization for the Executive Director to execute an addendum to the contract with GeoComm, not to exceed \$6,000, for additional GIS consulting/training services.

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

IX. NEW BUSINESS

X. ADJOURNMENT

**MINUTES OF THE
9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS MEETING
ACOG CONFERENCE ROOM
March 26, 2009**

The third meeting of the calendar year 2009 of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:00 p.m., March 26, 2009 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. Keith Bryan, Councilmember, Mustang

MEMBERS PRESENT

Hon. Roger Malone, Councilmember, Choctaw
Hon. Ken Bartlett, Councilmember, Del City
Hon. Dan O'Neil, Mayor, Edmond
Hon. Marianne Yarbrough, Trustee, Forest Park
Hon. Margaret Graham, Councilmember, Luther
Hon. Russell Smith, Mayor, Midwest City
Hon. Kathy McMillan, Councilmember, Moore
Hon. Linda Molsbee, Councilmember, Newcastle
Hon. James Pumphrey, Mayor, Nicoma Park
Hon. Rachel Butler, Councilmember, Norman
Hon. John Brown, Councilmember, Piedmont
Hon. Bobby Cleveland, Trustee, Slaughterville
Hon. Marsha Jefferson, Vice-Mayor, Spencer
Hon. Brian Routh, Councilmember, Tuttle
Hon. Rod Cleveland, Commissioner, Cleveland County
Hon. Mark Sharpton, Commissioner, Logan County
Hon. Michael Pearson, Commissioner, Logan County
Hon. Willa Johnson, Commissioner, Oklahoma County

MEMBERS ABSENT

Hon. James Woodard, Councilmember, Arcadia
Hon. Phillip Shirey, Councilmember, Bethany
Hon. Matt White, Mayor, El Reno
Hon. Chuck Burtcher, Mayor, Guthrie
Hon. Bill Lisby, Councilmember, Harrah
Hon. Ray Poland, Councilmember, Jones City
Hon. Mark Easton, Councilmember, Lexington
Hon. Kathy Walker, Mayor, Nichols Hills
Hon. Gary Hayes, Mayor, Noble
Hon. Kathy Jordon, Trustee, Smith Village
No Designee, Valley Brook
Hon. Scott Symes, Mayor, The Village
Hon. Dean Johnson, Councilmember, Warr Acres
Hon. Jim Gilbert, Mayor, Woodlawn Park

MEMBERS ABSENT (continued)

Hon. Ward Larson, Councilmember, Yukon

Hon. Grant Hedrick, Commissioner, Canadian County

GUEST

Larry Kesler, Union City

Jody Lewis, City of Piedmont

Katherine Gouker, AT&T

David Pomeroy, Attorney

STAFF

John G. Johnson, Executive Director

Jane Sutter, Deputy Director

Debbie Cook, Director of Finance

Stephen M. Willoughby, Division Director, E9-1-1 & Public Safety

Diane McCullough, Grants Program Manager

Carolyn White, 9-1-1 Database Manager

Johnny Irons, 9-1-1 Programs Manager

Wendi Marcy, Special Programs Officer

Paulette Marshall, 9-1-1 Database Associate

Anita Kroth, 9-1-1 Administrative Assistant

Jerry Church, Director of Media & Public Relations

Doug Rex, Division Director, Transportation Planning & Data Services

I. CALL TO ORDER

Chairman Keith Bryan called the meeting to order at 1:00 p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

John G. Johnson, Executive Director, introduced Jody Lewis, City of Piedmont; David Pomeroy, Attorney; and Katherine Gouker, AT&T.

III. APPROVAL OF MINUTES – FEBRUARY 26, 2009 MEETING

Chairman Keith Bryan asked that the minutes of the February 26, 2009, 9-1-1 Board of Directors meeting be amended to reflect his absence as representative for Mustang. Director John Brown, Piedmont, made a motion to approve the minutes of the February 26, 2009, 9-1-1 Board of Directors meeting as amended. Director James Pumphrey, Nicoma Park, seconded the motion. The motion carried the following votes:

AYE: Malone, O'Neil, Yarbrough, Graham, Smith, McMillan, Bryan, Molsbee, Pumphrey, Butler, Brown, B. Cleveland, Jefferson, Routh, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

Chairman's Report: None

Executive Director's Report: Executive Director John Johnson informed the Board that while he and Stephen Willoughby were in Washington, D.C., they met with officials from the Federal Communication Commission (FCC) about issues we have been having not only in Central Oklahoma but all over the state. He said we were fortunate to meet with the Bureau Chief from Public Safety and Bureau Chief from Homeland Security for the FCC. That organization is organized around functional lines, which means each bureau has a chief. He said they met with Tim Peterson and two members of their legal staff to explain to them some of our concerns.

Mr. Johnson said we expect to receive good customer service from the FCC as we move forward in the new administration. They provided us with information about how to initiate informal complaints which they will investigate or they will assist us in a formal complaint process.

Mr. Johnson reported that he and Steve Willoughby attended a policy conference held by the National Emergency Number Association (NENA). He said they were able to hear some feedback from around the country about what is happening regarding prepaid wireless issues and other issues of importance to the 9-1-1 Association. He informed the Board that 9-1-1 ACOG is ahead of the rest of the country in the types of things staff has been looking at and addressing in Central Oklahoma in keeping our systems viable including how to create sustainable funding. He said every state is struggling with that issue. He said there was a special panel that dealt with point of sale, and we were able to hear from the wireless carriers and Wal-Mart, a retailer of a large amount of the sales of TracFone and all of the prepaid carriers.

Mr. Johnson also informed the Board that 9-1-1 ACOG is in the middle of the Request for Proposal (RFP) process for the next round of network, equipment and software to run the 9-1-1 system. We are in the interview process with those vendors who have made a bid for the RFP to determine what we can afford and determine what is going to be best for the membership. He said staff will keep the Board updated with that process in future meetings.

The Board viewed a video editorial by Ed Kelly, Editor of *The Oklahoman*, regarding wireless telephone use and mentioned the 9-1-1 Association of Central Oklahoma Government's role in making this possible in Central Oklahoma. Zach Taylor, former Executive Director of ACOG, was recognized for his effort to initiate a 9-1-1 system to the citizens of Central Oklahoma, especially his effort to initiate a campaign in 2005 to pass a 9-1-1 50-cent service fee to each cell phone subscriber.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. FINANCE REPORT – MARCH CLAIMS

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$617,577.12 for the month of March. 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 March recurring claims against the Association.

Director John Brown, Piedmont, made a motion to accept the finance report and approve payment of the March recurring claims against the Association. Director James Pumphrey, Nicoma Park, seconded the motion. The motion carried the following votes:

AYE: Malone, O'Neil, Yarbrough, Graham, Smith, McMillan, Bryan, Molsbee, Pumphrey, Butler, Brown, B. Cleveland, Jefferson, Routh, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

VII. GENERAL STATUS REPORT

Stephen Willoughby referred the Board to Attachment VII in today's meeting agenda for reference to items in the General Status Report and offered to answer any questions. There were no questions asked.

VIII. A. EXECUTIVE SESSION

Chairman Keith Bryan asked for a motion to enter into Executive Session. Director Dan O'Neil, Edmond, made a motion to enter into Executive Session. Director Russell Smith, Midwest City, seconded the motion. The motion carried the following votes:

AYE: Malone, Bartlett, O'Neil, Yarbrough, Graham, Smith, McMillan, Bryan, Molsbee, Pumphrey, Butler, Brown, B. Cleveland, Jefferson, Routh, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

John Johnson asked everyone who is not a member of the 9-1-1 Board of Directors to leave the meeting.

B. ACTION FROM EXECUTIVE SESSION

After conclusion of the Executive Session, Chairman Keith Bryan reconvened the meeting. Director James Pumphrey made a motion to authorize the Executive Director to enter into a settlement agreement with TracFone, Inc. as discussed in Executive Session. Director John Brown seconded the motion. The motion carried the following votes:

AYE: Malone, Bartlett, O'Neil, Yarbrough, Graham, Smith, McMillan, Bryan, Molsbee, Pumphrey, Butler, Brown, B. Cleveland, Jefferson, Routh, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

IX. NEW BUSINESS

None

X. ADJOURNMENT

Chairman Keith Bryan asked for a motion to adjourn. Director Russell Smith made a motion to adjourn the meeting. Director John Brown seconded the motion. The motion carried the following votes:

AYE: Malone, Bartlett, O'Neil, Yarbrough, Graham, Smith, McMillan, Bryan, Molsbee, Pumphrey, Butler, Brown, B. Cleveland, Jefferson, Routh, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

The meeting was adjourned at 1:52 p.m.

ADOPTED THIS 30th DAY OF APRIL 2009.

CHAIRMAN

SECRETARY-TREASURER

PAGE DOWN TO VIEW ATTACHMENT VI

BE IT RESOLVED, that on this 30th day of April 2009, 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.

ACOG Administrative Services

Personnel	\$ 145,890.68	
Consultant	6,509.00	
Deposit Error	(29.40)	
Development	565.00	
Institute Revenue	(1,180.00)	
Mileage	462.14	
Parking	221.25	
Postage	484.59	
Printing	1,386.82	
Professional Dues	120.00	
Public Education	5,477.81	
Publications & Subscriptions	99.79	
Special Projects	2,550.00	
Supplies	119.83	
Telephone	417.32	
Temporary Labor	5,193.09	
Travel	426.13	
Xerox	705.01	
<i>Total MSAG/Education/Training</i>		\$ 169,419.06
OKC Professional Services Agreement		3,496.51
Total ACOG Administrative Services		\$ 172,915.57

9-1-1 Operating/Maintenance

AT&T (Network, Database, TSP & Frame Relay)	\$44,042.84	
AT&T (Wireless Phases I & II)	5,447.49	
AT&T(DSL Connection)	102.99	
AT&T Global Services (UPS Maintenance)	1,213.00	
Chase Equipment Leasing Inc.	13,463.10	
Hinton Telephone Company	246.20	
Language Line	237.85	
Logix Communications	199.32	
McLoud Telephone	280.00	
Oklahoma Communication Systems	1,217.67	
Pioneer Telephone (Newcastle Diagnostic Line)	55.24	
Pioneer Telephone (9-1-1 Trunks)	480.64	
MTM Solutions, Inc	1,560.00	
Windstream	72.63	
<i>Total 9-1-1 Operating/Maintenance</i>		\$68,618.97
Total March Claims		\$ 241,534.54

ATTEST:

CHAIRMAN

SECRETARY-TREASURER

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED MARCH 31, 2009**

	<u>SWEEP/OPERATING ACCOUNT</u>	<u>T-BILLS</u>	<u>TOTAL</u>
Beginning Balance <i>March 1, 2009</i>			
Cash on Deposit	\$ 3,182,089.60	\$ 697,912.26	\$ 3,880,001.86
Cash Receipts			
Fee Income	\$ 123,156.88	\$ -	\$ 123,156.88
Fee Income - Wireless	198,483.27	-	198,483.27
Contracts	14,021.43	-	14,021.43
Transfers of Funds	-	-	-
Interest Earned	623.68	-	623.68
Miscellaneous	430.50	-	430.50
Total Cash Receipts	<u>\$ 336,715.76</u>	<u>\$ -</u>	<u>\$ 336,715.76</u>
Total Cash Available	\$ 3,518,805.36	\$ 697,912.26	\$ 4,216,717.62
Cash Disbursements			
Claims/Operating Expense	\$ 152,893.47	\$ -	\$ 152,893.47
9-1-1 Fund Disbursement	23,843.75	-	23,843.75
Transfers of Funds	-	-	-
Miscellaneous	668.52	-	668.52
Total Cash Disbursements	<u>\$ 177,405.74</u>	<u>\$ -</u>	<u>\$ 177,405.74</u>
Ending Balance <i>March 31, 2009</i>			
Cash on Deposit	<u>\$ 3,341,399.62</u>	<u>\$ 697,912.26</u>	<u>\$ 4,039,311.88</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DISBURSEMENT OF FUND BALANCE
March 2009**

Arcadia	\$ 19.93
Bethany	1,179.07
Choctaw	341.30
Cleveland County	429.43
Del City	786.80
Edmond	4,483.78
El Reno	1,343.59
Forest Park	46.81
Guthrie	965.97
Harrah	206.41
Jones	97.26
Lexington	81.71
Midwest City	2,320.03
Moore	1,783.77
Mustang	650.56
Newcastle	355.33
Nichols Hills	255.84
Nicoma Park	109.37
Noble	245.02
Norman	4,621.23
Oklahoma County	777.32
Piedmont	209.05
Slaughterville	89.25
Spencer	145.55
The Village	405.89
Tinker AFB Fire Department	122.42
Tuttle	240.74
Warr Acres	486.30
Woodlawn Park	3.22
Yukon	1,046.80

Total March Disbursements	\$ 23,843.75
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9-1-1 association of central oklahoma governments

Chair Keith Bryan
Mustang Councilmember

Vice-Chair Ken Bartlett
Del City Councilmember

Secretary/Treasurer Dan O'Neil
Edmond Mayor

Executive Director
John G. Johnson

MEMORANDUM

DATE: April 21, 2009
TO: 9-1-1 Board of Directors
FROM: Stephen M. Willoughby, Division Director
SUBJECT: General Status Report

20th Anniversary of 9-1-1 Celebration

May 1, 2009 is the 20th anniversary of enhanced 9-1-1 in Central Oklahoma. In recognition of this milestone, the 9-1-1 Saves Lives Committee and 9-1-1 ACOG will be hosting a celebration the evening of May 1.

National Telecommunicator Week

April 13-17 was designated as National Telecommunicator Week to recognize public safety communications officials this year. 9-1-1 ACOG designated the theme "Two Decades of Dedication" for this year's activities. Several communities in the region adopted resolutions recognizing these public safety professionals. During the week 9-1-1 ACOG conducted special activities to recognize these dedicated professionals. Staff will present special awards for Telecommunicator of the Year and PSAP decorating contest at the 20th anniversary celebration on May 1.

Next Generation 9-1-1 System Status

The 9-1-1 selection committee (consisting of PSAP representatives and 9-1-1 staff) conducted an initial evaluation of the seven proposals submitted to 9-1-1 ACOG for next generation 9-1-1 system. The committee performed interviews with five. The committee recommended that staff conduct follow-up reviews and interviews with three vendors, select a candidate to negotiate functionality, features and terms of a contract with a vendor and then make a recommendation to the 9-1-1 Board of Directors.

9-1-1 Legislative Status

At the urging of 9-1-1 ACOG the President Pro Tempore of the State Senate and the Speaker of the State House have created a Joint Legislative Task Force to study the state enhanced 9-1-1 services in Oklahoma and evaluate the need for comprehensive reform of the state's 9-1-1 legislation. Members of the Task Force are: Sen. Cliff Aldridge (R-Midwest City), Sen. Roger Ballenger (D-Okmulgee), Sen. Brian Bingman (R-Sapulpa), Sen. Cliff Branan (R-Oklahoma City), Sen. Bryce Marlatt (R-Woodward), Rep. Jeff Hickman (R-Dacoma), Rep. Guy Liebmann (R-Oklahoma City), Rep. Scott Martin (R-Norman), Rep. Steve Martin (R-Bartlesville), and Rep. Paul Roan (D-Tishomingo).

Staff continues to monitor the legislature on measures relating to 9-1-1, including a House amendment to SB1166 that would reduce the wireless 9-1-1 service fee from 50 cents to 15 cents.

Staff participated in "9-1-1 Day at the Capitol" on April 23rd. 9-1-1 ACOG, as well as other 9-1-1 entities, discussed current issues facing 9-1-1 with state legislators.

Update Public Education/Information Material

Incorporated into the FY2009 9-1-1 Work Program and Budget was an update and revision to the organization's general public education brochure and coloring book, as well as the creation of a recruitment brochure for 9-1-1 dispatchers. The updated public education brochure and new recruitment brochure have been printed and will be available at the Board of Directors meeting.