

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., JUNE 22, 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
Vacant

Executive Director
John G. Johnson

9-1-1 BOARD OF DIRECTORS

AGENDA

1:00 p.m., Thursday, June 25, 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 –MAY 28, 2009 MEETING ([Attachment III](#))
- IV. COMMUNICATIONS
 - A. Chairman
 - B. Executive Director
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. CONSENT DOCKET (Items VI-A through VI-J)

INFORMATION: This item is 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 through VI-J 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 – JUNE 2009 CLAIMS ([Attachment VI-A](#))

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$75,124.69 for the month of June. Staff finds these claims to be in order, proper as to form and recommended for payment. A copy of the Claims List is included in the agenda packet.

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

B. JULY/AUGUST BUDGETED RECURRING CHARGES

INFORMATION: The July/August regular 9-1-1 Board of Directors' meetings have been combined and claims approval will be August 13, 2009. Approval is required to pay the July and August budgeted, recurring charges on July 31, 2009, and August 27, 2009, respectively. The July claims will be presented for ratification at the August board meeting. The August claims will be presented for ratification at the September board meeting.

Action Requested: Motion to authorize payment of July and August budgeted recurring expenses as requested.

C. RENEWAL OF INDEPENDENT LOCAL EXCHANGE CARRIERS CONTRACTS

INFORMATION: Contracts for 9-1-1 service from the following Incumbent Local Exchange Carriers (ILECS) are due for renewal in July.

1. Pioneer Telephone Cooperative
2. TDS Telecom
3. Windstream Communications

Action Requested: Motion to authorize the Executive Director to execute contract renewals for 9-1-1 service with the abovementioned Incumbent Local Exchange Carriers.

D. RENEWAL OF COMPETITIVE LOCAL EXCHANGE CARRIERS (CLECs) CONTRACTS

INFORMATION: Contracts for 9-1-1 service from the following Competitive Local Exchange Carriers (CLECs) are due for renewal in July.

1. 1 800 Reconex
2. 8 x 8, Inc.
3. Accutel of Texas
4. ACN Communications
5. American Fiber Network
6. AT&T Communications of Southwest
7. Bandwidth.com
8. Birch Telecom
9. BTC Broadband (Bixby Telephone/Primetel)
10. Budget PrePay, Inc./Snappy Phone of Texas
11. BullsEye Telecom, Inc.
12. Charter Fiberlink OK-CCVII, LLC
13. Chickasaw Telecommunications Services CTSI
14. Cim-Tel Cable
15. Comtel Telcom Assets LP
16. Covista, Inc.

17. Cox Communications
18. dPi TeleConnect
19. Express Telephone Services
20. Family Tel, Inc.
21. First Communications
22. FullTel, Inc.
23. Global Crossing Telemanagement
24. Globalstar USA LLC
25. Granite Telecommunications
26. ICON TELECOM
27. Intelleg Communications Corporation
28. Inventive Technology, LTD
29. Ionex (w/Birch)
30. James Cable Partners LP dba Communicomm
31. Level (3) Communications
32. Lightyear Network Solutions, LLC
33. Logix Corporation (Western Communications)
34. Matrix Telecom, Inc. (Trinsic)
35. MCImetro Access Transmission (MCI)
36. McLeod USA Telecommunications of OK (Met Tel)
37. Metropolitan Telecommunications of OK (Met Tel)
38. Mextel Corp., LLC
39. MOR Communications
40. Navigator Telecommunications
41. New Phone (Image Access, Inc.)
42. New Roads Telecom
43. NII Communications (Clear Tel)
44. NOS Communications
45. NOW Communications
46. Nuvox Communications (Gabriel Communications)
47. Quality Telephone, Inc.
48. QuantumShift Communications, Inc.
49. Sage Telcom
50. Systems Plus, Inc.
51. Talk America, Inc.
52. TelWest Communications
53. TerraCom, Inc.
54. Texas HomeTel, Inc.
55. The Phone Connection, Inc.
56. The Telephone Company
57. Trans National Communications International
58. UT Phone
59. Westel
60. Xspedius Communications, Inc.
61. YourTel America (The Pager Company)
62. Zone Telecom

Action Requested: Motion to authorize the Executive Director to execute a contract renewal for 9-1-1 service with the above mentioned Competitive Local Exchange Carriers.

E. RENEWAL OF AT&T BASIC SERVICE CONTRACT AGREEMENT

INFORMATION: The AT&T routine contract for database, wireless and some telephony services with 9-1-1 ACOG is due for renewal July 1, 2009.

Action Requested: Motion to authorize the Executive Director to negotiate and execute a modified renewal of the AT&T Service Application and Agreement with 9-1-1 ACOG.

F. CONSULTANT RETAINER AGREEMENT BETWEEN MARY T. HARRIS/MTM SOLUTIONS AND 9-1-1 ACOG ([Attachment VI-F](#))

INFORMATION: 9-1-1 ACOG desires to renew the consultant retainer agreement with Mary T. Harris/MTM Solutions not to exceed \$10,000 for consulting services as outlined in Attachment VI-F for FY 2009-2010 ending June 30, 2010. The consulting services include providing technical assistance related to 9-1-1 system enhancements.

Action Requested: Motion to authorize the Executive Director to execute a Consultant Retainer Agreement with Mary T. Harris/MTM Solutions not to exceed \$10,000 for FY 2009-2010, ending June 30, 2010.

G. CONSULTANT RETAINER AGREEMENT BETWEEN BRENT HAWKINSON AND 9-1-1 ACOG ([Attachment VI-G](#))

INFORMATION: 9-1-1 ACOG desires to renew the consultant retainer agreement with Brent Hawkinson not to exceed \$10,000 for consulting services as outlined in Attachment VI-G for FY 2009-2010 ending June 30, 2010. The consulting services include providing technical assistance related to project management and implementation of the next generation 9-1-1 system.

Action Requested: Motion to authorize the Executive Director to execute a Consultant Retainer Agreement with Brent Hawkinson not to exceed \$10,000 for FY 2009-2010, ending June 30, 2010.

H. 9-1-1 SERVICE FEE RESOLUTION/ORDINANCE ([Attachment VI-H](#))

INFORMATION: A memo will be mailed to each 9-1-1 member entity for notification that each city council/board of trustees or County Commissioner will need to give immediate consideration to enactment of a resolution/ordinance relating to the 9-1-1 service fee for calendar year 2010.

Action Requested: Motion to concur with attached memo and example Resolution/Ordinance establishing the 9-1-1 service fee rate for calendar year 2010.

I. AUTHORIZATION TO NEGOTIATE, EXTEND AND RENEW THE CONTRACT WITH EMSA FOR 9-1-1 EQUIPMENT, NETWORK AND SERVICES

INFORMATION: The Emergency Medical Services Authority (EMSA) has contracted with 9-1-1 ACOG since 1998 for 9-1-1 equipment, network and services. Staff is recommending that 9-1-1 ACOG continue this relationship in which 9-1-1 and administrative costs are passed on to EMSA for inclusion into the regional E9-1-1 system.

Action Requested: Motion to authorize the Executive Director to negotiate, extend and execute a contract renewal with the Emergency Medical Services Authority (EMSA) for 9-1-1 equipment, network and services.

J. AUTHORIZATION TO NEGOTIATE, EXTEND AND RENEW THE CONTRACT WITH TINKER AIR FORCE BASE

INFORMATION: Tinker Air Force Base has contracted with 9-1-1 ACOG since 1998 for 9-1-1 equipment, network and services. Staff is recommending that 9-1-1 ACOG continue this relationship in which 9-1-1 and administrative costs are passed on to EMSA for inclusion into the regional E9-1-1 system.

Action Requested: Motion to authorize the Executive Director to negotiate, extend and execute a contract renewal with Tinker Air Force Base for 9-1-1 equipment, network and services.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. 9-1-1 WORK PROGRAM AND BUDGET ([Attachment VII-A](#))

INFORMATION: The work efforts and revenues necessary to accomplish the continued operation of the Enhanced 9-1-1 system are described in the ACOG Work Program and Budget per Attachment VII-A. The path to the complete ACOG budget available on line is: <http://acogok.org/Newsroom/Downloads09/budget10.pdf>

Action Requested: Consider motion to approve the Budget Committee recommended Fiscal Year 2009-2010 (July 1, 2009-June 30, 2010) annual Budget and Work Program of Services for the 9-1-1 Association of Central Oklahoma governments. Motion to approve 9-1-1 Work Program and Budget for FY 2009-2010.

B. AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH MICRODATA TO INCLUDE ANY FINANCING AND CHANGES OF SCOPE AS THE PROJECT REQUIRES FOR THE NEW 9-1-1 SYSTEM. IN ADDITION, AUTHORIZATION FOR STAFF TO NEGOTIATE AND EXECUTE CONTRACTS FOR ANY OTHER DIRECT EQUIPMENT OR NETWORK PURCHASES REQUIRED TO IMPLEMENT THE NEW 9-1-1 SYSTEM THAT WOULD BE A COST BENEFIT TO THE ASSOCIATION ([Attachment VII-B](#))

INFORMATION: Staff and the 9-1-1 Technical Committee is recommending the selection of microDATA for the Association's new 9-1-1 system solution.

After a thorough review process staff believes that microDATA will position the 9-1-1 ACOG regional 9-1-1 system by capturing the latest 9-1-1 technology for today, as well as positioning the Association for the next generation of 9-1-1 capabilities.

Further, there are options available that present some potential cost savings for 9-1-1 ACOG to directly purchase some hardware and network elements related to this project. Staff is seeking additional authorization to pursue negotiating and entering into agreements for these elements, if they prove to be financially beneficial to the Association.

Action Requested: Motion to authorize the Executive Director to negotiate and execute a contract with micoDATA to include any finances and changes of scope as the project requires for the new 9-1-1 system. In addition, authorization for staff to negotiate and execute contracts for any other direct equipment or network purchases required to implement the new 9-1-1 system that would be a cost benefit to the Association.

C. ELECTION OF OFFICERS ([Attachment VII-C](#))

INFORMATION: The Nominations Committee met in May to consider nominations for the 9-1-1 Board of Directors' officers. Their recommendations are reported in Attachment VII-C.

Action Requested: Motion to approve the Nominations Committee's recommendation for election of officers of the 9-1-1 Board of Directors for FY 2009-2010, and election of Firesafe Foundation, Inc. Board member.

D. RESOLUTION – BANKING SIGNATURES ([Attachment VII-D](#))

INFORMATION: With the election of new officers of the 9-1-1 Board of Directors, it is necessary to approve the attached official custodians' resolution authorizing 9-1-1 ACOG's current signatories to conduct business with 9-1-1 ACOG financial institutions.

Action Requested: Motion to approve the attached official custodian's resolution for FY 2009-2010.

E. REQUEST TO ADD THE TOWNS OF MINCO AND AMBER INTO THE REGIONAL 9-1-1 SYSTEM ([Attachment VII-E](#))

INFORMATION: The towns of Minco and Amber have requested to be considered for inclusion into the 9-1-1 ACOG regional 9-1-1 system. In addition, the City of Tuttle has requested the Association look into rerouting 9-1-1 calls from both communities to the Tuttle PSAP. Currently, 9-1-1 calls for the two towns are handled by the Grady County 9-1-1 system; 9-1-1 service fee remittances are remitted to Grady County as well.

Action Requested: As desired by the 9-1-1 ACOG Board of Directors.

VIII. NEW BUSINESS

IX. ADJOURNMENT

**MINUTES OF THE
9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS MEETING
ACOG CONFERENCE ROOM
May 28, 2009**

The fifth meeting of the calendar year 2009 of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:15 p.m., May 28, 2009 in the ACOG 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. James Woodard, Councilmember, Arcadia
Hon. Phil Shirey, Councilmember, Bethany
Hon. Larry Goeller, Councilmember, Choctaw
Hon. Ken Bartlett, Councilmember, Del City
Hon. Mary Coffin, Councilmember, Guthrie
Hon. Ray Poland, Councilmember, Jones City
Hon. Kathy McMillan, Councilmember, Moore
Hon. James Pumphrey, Mayor, Nicoma Park
Hon. Rachel Butler, Councilmember, Norman
Hon. Brian Routh, Councilmember, Tuttle
Hon. David Bennett, Councilmember, The Village
Hon. David Dirkschneider, Councilmember, Warr Acres
Hon. Ward Larson, Mayor, Yukon
Hon. Mark Sharpton, Commissioner, Logan County
Hon. Michael Pearson, Commissioner, Logan County
Hon. Willa Johnson, Commissioner, Oklahoma County

MEMBERS ABSENT

Hon. Patrice Douglas, Mayor, Edmond
Hon. Matt White, Mayor, El Reno
Hon. Marianne Yarbrough, Trustee, Forest Park
Hon. Gordon Jeney, Councilmember, Harrah
No Designee, Lake Aluma
Hon. Mark Easton, Councilmember, Lexington
Hon. Gerald Martin, Trustee, Luther
Hon. Russell Smith, Mayor, Midwest City
Hon. Linda Molsbee, Councilmember, Newcastle
No Designee, Nichols Hills
Hon. Gary Hayes, Councilmember, Noble
Hon. Mike Fina, Mayor, Piedmont
Hon. Bob Cleveland, Trustee, Slaughterville
Hon. Kathy Jordon, Trustee, Smith Village

MEMBERS ABSENT (continued)

Hon. Earnest Ware, Mayor, Spencer
No Designee, Valley Brook
Hon. Jim Gilbert, Mayor, Woodlawn Park
Hon. Grant Hedrick, Commissioner, Canadian County
Hon. Rod Cleveland, Commissioner, Cleveland County

GUESTS

Tony Franklin, Liaison Technology Professionals
Ronnie Freeman, AT&T
Craig Smith, Senator Tom Coburn's Office

STAFF

John G. Johnson, Executive Director
Jane Sutter, Deputy Director
Stephen M. Willoughby, Division Director, E9-1-1 & Public Safety
Anita Kroth, 9-1-1 Administrative Assistant
Johnny Irons, 9-1-1 Projects Manager
Wendi Marcy, Special Programs Officer
Paulette Marshall, 9-1-1 Project Coordinator/Analyst
Alicia Nicely, 9-1-1 GIS Manager
Carolyn White, 9-1-1 Database Manager
Diane McCullough, Grants Program Manager
Doug Rex, Division Director, Transportation Planning & Data Services
Debbie Cook, Director of Finance
Jerry Church, Director of Media & Public Relations

I. CALL TO ORDER

Chairman Keith Bryan called the meeting to order at 1:15 p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

Executive Director John Johnson introduced Tony Franklin, Liaison Technology Professionals, and Ronnie Freeman, AT&T.

III. APPROVAL OF MINUTES – APRIL 30, 2009

Director James Pumphrey, Nicoma Park, made a motion to approve the minutes of the April 30, 2009 meeting. Director Ray Poland, Jones City, seconded the motion. The motion carried the following votes:

AYE: Woodard, Shirey, Goeller, Coffin, Poland, McMillan, Bryan, Pumphrey, Butler, Routh, Bennett, Dirkschneider, Larson, Sharpton, and Johnson

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

Chairman's Report:

None

Director's Report:

None

V. HEARING OF DELEGATIONS OR CITIZENS

None

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 and VI-B 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 – MAY 2009 CLAIMS

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$171,982.94 for the month of May. 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 to approve payment of the May claims against the Association.

B. AUTHORIZATION TO RENEW THE CONTRACT BETWEEN THE CITY OF OKLAHOMA CITY AND 9-1-1 ACOG FOR 9-1-1 PROFESSIONAL SERVICES (Attachment VI-B)

INFORMATION: The City of Oklahoma City has requested to contract again in FY 2009-2010 with the 9-1-1 Association for professional services related to 9-1-1 administration. These services include: 9-1-1 database management; Master Street Address Guide (MSAG) management; technical assistance/coordination; and sharing geographical information.

Action Requested: Authorization for the Executive Director to negotiate and renew the contract in an amount not to exceed \$65,000.00 between the City of Oklahoma City and 9-1-1 ACOG for 9-1-1 professional services related to regional 9-1-1 administration.

Director Ray Poland 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 James Pumphrey seconded the motion. The motion carried the following votes:

AYE: Woodard, Shirey, Goeller, Coffin, Poland, McMillan, Bryan, Pumphrey, Butler, Routh, Bennett, Dirkschneider, Larson, Sharpton, and Johnson

NAY: None

ABSTAIN: None

VII. GENERAL STATUS REPORT

Stephen Willoughby reported that the 20th anniversary celebration of enhanced 9-1-1 in Central Oklahoma on May 1st was a huge success. He said 9-1-1 personnel from the region were recognized for having at least 20 years of service. Ben Curry of the Edmond Central Communications was named the 2009 Telecommunicator of the year as well as announced the 2009 9-1-1 Hero award.

Mr. Willoughby reported that staff has nearly completed the follow up reviews and interviews with three vendors selected by the NG9-1-1 system selection committee. He said the committee will meet again in the coming weeks to select a vendor to begin negotiating functionality, features and terms of a contract with the selected vendor. The selected vendor will make a presentation to the 9-1-1 Technical Committee at the June meeting. The Technical Committee is comprised of 9-1-1 managers from 9-1-1 ACOG's respective communication centers. He said we plan to have a recommendation from the 9-1-1 Technical Committee to the 9-1-1 Board of Directors at the June 25th board meeting.

Steve reported that Senate Bill 1166 which originally included an amendment to reduce the wireless 9-1-1 service fee from 50-cents to 15-cents. He said that amendment was removed in conference committee. The bill passed without that amendment.

Another legislative issue was the appointment of a task force to address comprehensive reform of 9-1-1 in the state. We have been successful at having that task force named and they probably will meet sometime in July.

VIII. NEW BUSINESS

John Johnson announced that there will be a new board member orientation at ACOG on Friday, June 5th from 8:30 a.m. to 1:00 p.m.

IX. ADJOURNMENT

Director Ken Bartlett, Del City, made a motion to adjourn. Director James Woodard, Arcadia, seconded the motion. The motion carried the following votes:

AYE: Woodard, Shirey, Goeller, Bartlett, Coffin, Poland, McMillan, Bryan, Pumphrey, Butler, Routh, Bennett, Dirkschneider, Larson, Sharpton, and Johnson

NAY: None

ABSTAIN: None

The meeting was adjourned at 1:20 p.m.

ADOPTED THIS 25TH DAY OF JUNE 2009.

CHAIRMAN

SECRETARY-TREASURER

PAGE DOWN TO VIEW ATTACHMENT VI-A

BE IT RESOLVED, that on this 25th day of June 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

Consultant	\$6,509.00		
Development	525.00		
Mileage	296.18		
Postage	4.95		
Public Education	86.75		
Supplies	64.15		
Telephone	413.10		
Travel	1,662.38		
<i>Total MSAG/Education/Training</i>		\$	9,561.51
OKC Professional Services Agreement			3,359.26
Total ACOG Administrative Services			\$ 12,920.77

9-1-1 Operating/Maintenance

Andrews Davis	\$425.00		
AT&T (Network, Database, TSP & Frame Relay)	36,742.18		
AT&T (Wireless Phases I & II)	5,447.49		
AT&T (DSL Connection)	103.09		
AT&T Global Services (UPS Maintenance)	1,213.00		
Chase Equipment Leasing Inc.	13,463.10		
Hinton Telephone Company	246.20		
Language Line	338.06		
Logix Communications	199.32		
McLoud Telephone	280.00		
MTM Solutions, Inc	1,920.00		
Oklahoma Communication Systems	1,217.67		
Pioneer Telephone (Newcastle Diagnostic Line)	55.24		
Pioneer Telephone (9-1-1 Trunks)	480.64		
Windstream	72.93		
<i>Total 9-1-1 Operating/Maintenance</i>			\$62,203.92
Total June Claims			\$ 75,124.69

ATTEST:

CHAIRMAN

SECRETARY-TREASURER

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

	<u>OPERATING ACCOUNT</u>	<u>SAVINGS ACCOUNT</u>	<u>T-BILLS</u>	<u>TOTAL</u>
Beginning Balance <i>May 1, 2009</i>				
Cash on Deposit	\$ 3,390,696.97	\$	\$ 698,281.31	\$ 4,088,978.28
Cash Receipts				
Fee Income	\$ 127,280.10	\$	\$ -	\$ 127,280.10
Fee Income - Wireless	212,581.36		-	212,581.36
Contracts	33,466.42		-	33,466.42
Transfers of Funds	211.07	3,000,000.00	591.40	3,000,802.47
Interest Earned	275.91	985.68		1,261.59
Miscellaneous	226.80			226.80
Total Cash Receipts	<u>\$ 374,041.66</u>	<u>\$ 3,000,985.68</u>	<u>\$ 591.40</u>	<u>\$ 3,375,618.74</u>
Total Cash Available	\$ 3,764,738.63	\$ 3,000,985.68	\$ 698,872.71	\$ 7,464,597.02
Cash Disbursements				
Claims/Operating Expense	\$ 171,984.25	\$	\$ -	\$ 171,984.25
9-1-1 Fund Disbursement	23,843.75		-	23,843.75
Transfers of Funds	3,000,000.00			3,000,000.00
Miscellaneous	76.06		-	76.06
Total Cash Disbursements	<u>\$ 3,195,904.06</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,195,904.06</u>
Ending Balance <i>May 31, 2009</i>				
Cash on Deposit	<u>\$ 568,834.57</u>	<u>\$ 3,000,985.68</u>	<u>\$ 698,872.71</u>	<u>\$ 4,268,692.96</u>

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**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DISBURSEMENT OF FUND BALANCE
MAY 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	771.32
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 May 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
Vacant

Executive Director
John G. Johnson

MEMORANDUM

DATE: June 18, 2009

TO: 9-1-1 Board of Directors

FROM: Stephen M. Willoughby, Division Director

SUBJECT: Consulting Agreement with Mary T. Harris/MTM Solutions, Inc.

INFORMATION: 9-1-1 ACOG staff recommends renewing a contract for consulting services with Mary T. Harris/MTM Solutions, Inc. as outlined in the attached Consultant Retainer Agreement for FY 2009-2010, ending June 30, 2010. The consulting services will include assistance to staff in the maintenance of enhanced wireless 9-1-1 in the region, and other technical decisions related to system enhancements.

Mrs. Harris is a retired SBC/Southwestern Bell 9-1-1 manager who has expertise in all facets of telecommunications as they relate to implementation of enhanced wireless 9-1-1, as well as a general understanding of public safety communications operations. Mrs. Harris has been closely involved in several implementations of enhanced wireless services in other states, and is an excellent resource for Central Oklahoma's enhanced 9-1-1 system.

Action Requested: Motion to authorize the Executive Director to execute a Consultant Retainer Agreement with Mary T. Harris/MTM Solutions, Inc. not to exceed \$10,000 for FY 2009-2010, ending June 30, 2010.



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Vice-Chair Ken Bartlett
Del City Councilmember

Secretary/Treasurer
Vacant

Executive Director
John G. Johnson

MEMORANDUM

DATE: June 18, 2009

TO: 9-1-1 Board of Directors

FROM: Stephen M. Willoughby, Division Director

SUBJECT: Consultant Retainer Agreement with Brent Hawkinson

INFORMATION: 9-1-1 ACOG staff recommends renewing a contract for consulting services with Brent Hawkinson as outlined in the attached Consultant Retainer Agreement for FY 2009-2010, ending June 30, 2010. The consulting services will include assistance to staff in the maintenance of enhanced wireless 9-1-1 in the region, and other technical decisions related to system enhancements.

Action Requested: Motion to authorize the Executive Director to execute a Consultant Retainer Agreement with Brent Hawkinson not to exceed \$10,000 for FY 2009-2010, ending June 30, 2010.



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MEMORANDUM

DATE: June 18, 2009

TO: 9-1-1 Board of Directors

FROM: Stephen M. Willoughby, Division Director

SUBJECT: 9-1-1 Service Fee Resolution for Consideration by Council/Board of Trustees or County Commission

Your City Council/Board of Trustees or County Commission will need to give immediate consideration to the attached resolution/ordinance relating to providing 9-1-1 service during calendar year 2010. The resolution pertains to establishment of the 9-1-1 service fee rate to be collected through the landline (traditional) telephone bills for the calendar year 2010. Fees collected by wireless and VoIP phone companies are established under a separate statute and are not covered by this resolution/ordinance.

To enable collection of the locally authorized service fee on landline telephone bills to pay for 9-1-1 service, each local government must approve a resolution/ordinance, on an annual basis, to set the actual fee *and* through 9-1-1 ACOG, notify the appropriate ILEC or CLEC telephone companies by September 1, 2009.

It is staff's recommendation for calendar year 2010 to maintain service fees at their current level of three percent for the original service area and five percent of the tariff rate for the areas added later, which include parts of Canadian County, Okarche, El Reno and portions of Logan County.

Please mail a signed copy of your approved resolution before August 1 to: 9-1-1 Association of Central Oklahoma Governments, 21 E. Main Street, Suite 100, Oklahoma City, Oklahoma, 73104. If you have any questions, please contact Anita Kroth, 234-2264, extension 136.

Action Requested: Motion to concur with the example memo and Resolution/Ordinance establishing the 9-1-1 service fee rate for calendar year 2009 as written above.

RESOLUTION/ORDINANCE
A RESOLUTION/ORDINANCE OF THE
COUNCIL/TRUSTEES/COMMISSIONERS OF THE
CITY/TOWN/COUNTY OF _____
ESTABLISHING THE NINE-ONE-ONE EMERGENCY
TELEPHONE FEE RATE FOR CALENDAR YEAR 2010

WHEREAS, the voters and/or governing body of the city/town/county have approved the acquisition and operation of an emergency telephone service, together with the levy or imposition of user fee/tax for such service; and

WHEREAS, said approving authority, service and fee are authorized pursuant to the Nine-One-One Emergency Act, 63 O.S. Supp., 1987, §2811 et seq., as amended.

NOW THEREFORE BE IT RESOLVED by the Council/Trustee/Commissioners of the City/Town/County of _____ that it does, hereby establish the rate for the Nine-One-One Emergency Telephone Service fee for the calendar year 2010 at three percent of the recurring charges as designated by the tariff for exchange telephone service or its equivalent within said city/town/county in accordance with said Act beginning January 1, 2010.

Mayor/Chairman

ATTEST:

City/Town/County Clerk

For Canadian County, Okarche, El Reno and Logan County only

RESOLUTION/ORDINANCE
A RESOLUTION/ORDINANCE OF THE
COUNCIL/TRUSTEES/COMMISSIONERS OF THE
CITY/TOWN/COUNTY OF _____
ESTABLISHING THE NINE-ONE-ONE EMERGENCY
TELEPHONE FEE RATE FOR CALENDAR YEAR 2010

WHEREAS, the voters and/or governing body of the city/town/county have approved the acquisition and operation of an emergency telephone service, together with the levy or imposition of user fee/tax for such service; and

WHEREAS, said approving authority, service and fee are authorized pursuant to the Nine-One-One Emergency Act, 63 O.S. Supp., 1987, §2811 et seq., as amended.

NOW THEREFORE BE IT RESOLVED by the Council/Trustee/Commissioners of the City/Town/County of _____ that it does, hereby establish the rate for the Nine-One-One Emergency Telephone Service fee for the calendar year 2010 at five percent of the recurring charges as designated by the tariff for exchange telephone service or its equivalent within said city/town/county in accordance with said Act beginning January 1, 2010.

Mayor/Chairman

ATTEST:

City/Town/County Clerk



9-1-1 association of central oklahoma governments

Chair Keith Bryan
Mustang Councilmember

Vice-Chair Ken Bartlett
Del City Councilmember

Secretary/Treasurer
Vacant

Executive Director
John G. Johnson

MEMORANDUM

DATE: June 18, 2009

TO: Chairman and Members of the 9-1-1 ACOG Board of Directors

FROM: John G. Johnson, Executive Director

SUBJECT: Proposed Fiscal Year 2009-2010 Annual Budget and Program of Services for the 9-1-1 Association of Central Oklahoma Governments

INFORMATION: The 9-1-1 ACOG Proposed FY 2009-2010 Annual Budget and Program of Services, as recommended by the Board of Directors' Budget Committee, is attached for your review.

Members of the Budget Committee met with staff on June 11th and June 18th, 2009, to consider programmatic requirements for the agency, to provide member entity input and to prepare a budget recommendation to the Board of Directors. Based upon the committee's in-depth review, examination and input, this final budget recommendation has been formulated for consideration by the 9-1-1 Board of Directors at their regular meeting of June 25, 2009.

PROGRAM DESCRIPTION:

On May 1, 2010, 9-1-1 celebrated its 20th year anniversary in Central Oklahoma. The Work Program for this 20th full 12-month period of operations of the E9-1-1 system reflects a continuing work as outlined and approved at the initiation of the system, as well as continued administration and management required for a large regional 9-1-1 system, such as 9-1-1 ACOG's. The work program for FY 2010 includes the installation, management and maintenance of a new next generation 9-1-1 system at a cost of approximately \$6 million for a three-year period. Obsolescence of existing 9-1-1 system and the need to adapt to new technologies has forced this replacement. In the selection of the new system, staff ensured flexibility of the system to not only address new technologies, but capabilities to expand the scope and usefulness of the regional public safety network backbone the regional 9-1-1 system deploys.

The proposed 9-1-1 Work Program provides for the continued administration of the finances of the system, contract management with approximately 70 landline telephone service providers, coordination with 23 wireless telephone carriers and resellers, establishment and maintenance of the E9-1-1 system database, associated geographical information system (GIS), training of instructors and call-takers (telecommunicators), comprehensive public education program efforts to promote the proper utilization of the system, and ongoing efforts for maintenance of E9-1-1 system equipment, software and management information systems. The Work Program includes continued maintenance and enhancement efforts associated with implementation and maintenance of Wireless 9-1-1 Phase II and interfacing with new technology providers of 9-1-1 services.

The Work Program recommends the continued efforts of the Next Generation 9-1-1 (NextGEN911) telecom Task Force of 9-1-1 ACOG staff and member entity staff to investigate and address issues related to new technologies that both currently and in the future interface with 9-1-1. Staff will continue to monitor and interact with state and federal legislative and regulatory bodies on actions that impact enhanced 9-1-1 in Central Oklahoma.

SUMMARY:

Staff is most appreciate of the time and extra level of effort contributed by the Board of Directors and their member local governments' staffs in the development of the different components associated with the program budget and Work Program. We are also appreciative of the guidance and direction provided by the Budget Committee in the development of these recommendations. In presenting the budget, we hope that the Board of Directors and member entities will find that the budget is reasonable and responsible.

Action Requested: Consider motion to approve the Budget Committee recommended Fiscal Year 2009-2010 (July 1, 2009 – June 30, 2010) annual Budget and Work Program of Services for the 9-1-1 Association of Central Oklahoma governments.

9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
Proposed FY 2009-2010 Budget

<u>Revenues:</u>	<u>Totals</u>
9-1-1 Fees Remitted by Wireless Telephone Companies	\$ 2,405,178
9-1-1 Fees Remitted by Wireline Telephone Companies	1,231,335
9-1-1 Fees Remitted by VoIP Telephone Companies	23,508
Telephone Companies Administrative Fee	(73,200)
Interest Income	12,000
Contracts	227,537
Other Financing Sources:	
Proceeds of Capital Lease	3,800,929
Unrestricted Fund Balance	474,206
Total Revenues	<u><u>\$ 8,101,493</u></u>

<u>Expenditures:</u>	
Capital Outlay	\$ 3,817,827
Master Street Address Guide, Education & Training Charges	1,470,492
Telephone Companies Operating & Maintenance Charges	1,276,324
Debt Service - Principal	618,945
Debt Service - Interest	141,790
Maintenance, Repairs and Warranty	341,847
Professional Services Agreement	49,765
Legal	35,000
Consultants	35,000
Training	13,314
Insurance on Equipment	13,064
Miscellaneous	2,000
Member Revenue Return	257,513
Total Expenditures	<u><u>\$ 8,072,881</u></u>

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DIVISION SUMMARY

DEPARTMENT	DIVISION	POSITIONS
	E9-1-1 & PUBLIC SAFETY	FTE 12.25

Division Summary

E9-1-1 Program & Services

The 9-1-1 Association is established as an intergovernmental entity, created as a legal and administrative body separate and apart from the signatory parties, which owes its existence to its membership. Said entity is known as the “9-1-1 Association of Central Oklahoma Governments” and is referred to as the 9-1-1 Association.

The 9-1-1 Association is a voluntary association with membership open to all units of general purpose local government within the ACOG region and adjacent areas in Central Oklahoma that have authorized implementation of E9-1-1 emergency communication service. Units of local government have joined the 9-1-1 Association by passage of an ordinance, resolution or otherwise pursuant to law of the local governing body seeking membership.

The 9-1-1 Association is organized to administer, contract and coordinate the implementation and operation of the Enhanced 9-1-1 emergency communication service authorized and contemplated by the Nine-One-One Emergency Number Act. The Act provides that any governing body of a public agency may contract “with any association or corporation for the administration of nine-one-one emergency communication service as provided by law.”

The 9-1-1 Association is authorized to accomplish, on behalf of its members, the maximum utilization of resources available for the emergency communication system, to the end that the greatest economies of scale and efficiency of operation will result in the best system for all members, with the least cost to the taxpayers.

Other Divisional Services

Working in tandem with ACOG's 9-1-1 program, ACOG performs other services that enhance emergency services throughout the region.

ACOG maintains a comprehensive Geographical Information System (GIS) that ensures highly accurate maps that not only support 9-1-1, but also assists in other public safety functions in the region.

Since the attacks on the United States on September 11, 2001, additional attention has been placed upon regional partnerships to effectively respond to disasters. ACOG is designated by the Oklahoma Office of Homeland Security to be the local administrator of the Urban Area Security Initiative (UASI). The UASI program provides the opportunity and funding to further enhance regional preparedness efforts that are unique to urban areas.

In addition to the UASI grant program, ACOG provides additional local grant assistance through distribution of state dollars for small community development, and continues to explore other avenues to assist local communities meet community development and critical needs of their community.

In FY 2008 ACOG participated in both Region 6 and Region 8 state homeland security councils that serve the region and facilitated joint planning between the two councils. In FY 2010, ACOG plans to continue to enhance its commitment to regional approaches to homeland security needs.

In FY 2010, ACOG plans to continue to coordinate and support regional approaches of providing public safety services throughout the region. This includes ACOG seeking legislation to provide appropriations to ACOG for the Rural Fire Coordination Program.

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DEPARTMENT SUMMARY

DEPARTMENT	DIVISION	
E9-1-1 PROGRAM & SERVICES	E9-1-1 & PUBLIC SAFETY	

Summary

Through an agreement between the 9-1-1 Association and ACOG, staff support to accomplish these goals is provided by ACOG's 9-1-1 program staff.

The 9-1-1 staff was responsible for oversight of equipment installation and operation, initial database development, training and public education prior to the May 1, 1989 cutover date. Following implementation, continuing work includes management of telephone company contracts, service provider emergency service fee collection and assessment refinement and updates to the 9-1-1 database, training of new dispatch personnel, new technology research, wireless accuracy testing, working with new landline telephone companies as well as with wireless telephone companies to provide and enhance the E9-1-1 interface and ongoing public education and supervision of installed E9-1-1 Public Safety Answering Point (PSAP) equipment. It is the responsibility of staff to keep the Central Oklahoma E9-1-1 System on the forefront of technologies that impact E9-1-1. Staff also performs administrative accounting functions related to administration of the service fees levied for the system, payment for services and disbursement of funds to the membership, and audit.

A 9-1-1 Technical Committee, including representatives of the public safety agencies involved in the system has proven to be a very effective method for exchange of information and improvement in the system's efficiency. Meeting quarterly, the Technical Committee provides an ongoing means to facilitate working together as a unit.

The 9-1-1 ACOG Training Institute, the training arm of the Association, was organized to provide further training opportunities for regional call takers. Since 1994, nearly 620 dispatchers/call takers, including out-of-region, have received training through the Institute. The Institute annually holds two (2) 40-hour Emergency Telecommunicator Courses which provide essential training for newly hired dispatchers/call takers. More than 480 Central Oklahoma regional dispatchers/call takers have obtained national certification through this training initiative. This number represents 76 percent of Central Oklahoma regional dispatchers/call takers.

The 9-1-1 ACOG Training Institute continues to enhance its continuing education to regional dispatchers/call takers. In FY 2009, courses were offered in Emergency Medical Dispatch, Hostage Negotiations, Domestic Violence, School Violence, Critical Incident Management,

Communications Center Supervisor, Communications Training Officer and Active Shooter incidents.

In FY 2009, 9-1-1 ACOG continued its efforts toward public safety systems that would prevent the need for E9-1-1 calls, including maintenance of the Operation FireSAFE program. In FY 2009, Operation FireSAFE provided intervention to 53 reported juvenile firesetters and their families, continuing the steady decline of child-set fires in the region.

The 9-1-1 Association continues public education efforts to inform the public on the proper use of E9-1-1. In FY 2009, 9-1-1 ACOG distributed more than 8,640 pieces of public education material in Central Oklahoma which includes 9-1-1 coloring books, brochures and other promotional items that inform the public of the 9-1-1 live-saving system.

The 9-1-1 Association staff constantly monitors a set of operational standards that outline the customer's expectations regarding level of service for the system and methods for measuring that level of service on a regular basis.

Phase II implementation also necessitated hours of testing calls with various wireless carriers from multiple towers and arriving in all answering point locations. It involved working with eight wireless telecommunications companies to ensure proper routing of each cell sector for every wireless tower based on the director and propagation of their routing maps. More than 2,515 cell sectors have been assigned.

In FY 2009 the 9-1-1 Association's 22 Public Safety Answering Points serving the 50 member communities in Central Oklahoma handled over 380,000, E9-1-1 calls. 9-1-1 calls made from wireless devices accounted for nearly 60% of all 9-1-1 calls in the region.

Goals

- To ensure that administration of the E9-1-1 service fees is managed legally and appropriately and as per the policies of the 9-1-1 Association Board, including preparation and administration of the budget, payment of telephone company charges, remittance of fees to members and audit.
- To ensure the provisions of proper training of local agency personnel regarding the E9-1-1 system and associated equipment.
- To provide professional development training and national certification of call takers and supervisory professionals through the 9-1-1 ACOG Training Institute.
- To administer the 9-1-1 Association's business with the six Incumbent Local Exchange Carriers (ILECs), 39 Competitive Local Exchange Companies (CLECs), eight Wireless Service Providers, 13 Wireless Resellers and act as a business agent for the members who collectively represent one telephone company customer.

- To administer and monitor member entity 9-1-1 service fees to ensure appropriate collection and remittance of those fees.
- To improve methodologies and technologies for handling 9-1-1 calls made from any device, with the ability to access emergency services, from any location within the region.
- To ensure that the public is informed of the E9-1-1 service and its benefits through proper use.
- To work with other E9-1-1 systems in Oklahoma and the United States to share ideas and work together toward public understanding and use of 9-1-1.
- To investigate areas of possible system improvements including technological advances or possible service area boundary expansions.
- To successfully plan and migrate all necessary 9-1-1 support software and hardware to their next generation or evolution.
- To support various metro-wide public safety initiatives such as the metro-area Operation FireSAFE program.
- To continue studying the feasibility of adding communities and county areas, as well as identifying efficiencies to the system to accomplish the overall goal of system health and long-term viability.
- To continue the regional work program in conjunction with the City of Oklahoma City to continue to maintain the integrity of Phase II enhanced 9-1-1 wireless services and other evolving technology implementations.
- To coordinate with Oklahoma City and surrounding counties in addressing pertinent public safety legislative issues that affect the use and capability of 9-1-1 and emergency services in the region.
- To continue to encourage the use and progress of Emergency Medical Dispatch (EMD) by the regional public safety answering points.
To improve wireless accuracy and wireless data correctness by implementation of a comprehensive wireless 9-1-1 call testing program.

Objectives

- (1) To provide administrative and accounting functions related to collection and disbursement of E9-1-1 service fees, and auditing of those funds, per applicable state laws and relevant local government ordinances and resolutions.

- (2) To train area managers and call takers in the efficient use of hardware and software tools utilized to perform daily call-taking or dispatching 9-1-1 call handling and call location (mapping) task, including methods for using individualized customer records and developing statistical reporting packages.
- (3) To conduct and provide materials and staff assistance for the 9-1-1 Association Board of Directors' monthly meetings, 9-1-1 Technical Committee quarterly meetings and other meetings that benefit the Central Oklahoma's 9-1-1 system.
- (4) To communicate with area call takers through quarterly publication of *9-1-1 Dispatch*, a newsletter that will provide them information about system updates, site visits, processes, etc.
- (5) To arrange for training of call taker personnel from 9-1-1 ACOG PSAPs, as well as continuing education courses and seminars.
- (6) To manage contracts and communications with telephone companies and other service providers regarding database errors, omissions or revisions, and equipment problems.
- (7) To work with all 9-1-1 service providers whose relationships are critical to the maintenance and performance of the 9-1-1 system. Also to maintain current as well as establish new operational standards when necessary.
- (8) To work with Voice over Internet Protocol (VoIP) telephony service providers and other technology service providers to provide the necessary routing and caller information associated with callers utilizing VoIP or other technologies to access 9-1-1. This involves planning and preparations for system design and financing to ensure the integrity of 9-1-1 system.
- (9) To conduct public education programs to include distribution of brochures, coloring books, press releases, group presentations, Web site updates and so forth.
- (10) To investigate and evaluate areas of possible system improvement through communications with various product vendors, trade association conferences and communications with members.

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DEPARTMENT SUMMARY

DEPARTMENT	DIVISION	
GEOGRAPHICAL SERVICES	E9-1-1 & PUBLIC SAFETY	

Summary

In FY 2007 the 9-1-1 staff implemented Phase II enhanced 9-1-1 wireless services in the ACOG region. This was a massive undertaking that involved development of a new digital Geographic Information System (GIS) for mapping the latitude/longitude of landline and wireless callers and extensive work with the wireless carriers.

The GIS work involves extensive coordination with 9-1-1 ACOG's vendor GeoComm and the communities'/counties' GIS planners. A new committee of GIS Data Base planners began a quarterly GIS Technical Committee meeting schedule during this fiscal year and will continue to refine the regional data base and explore economics of scale by working together.

In addition, FY 2007 saw the inclusion of Logan County entirely in both landline and wireless E9-1-1 system. This involved significant addressing efforts and coordination with community and county officials.

During FY 2008, 9-1-1 staff assigned approximately 800 addresses to residents of rural areas of Logan and Cleveland Counties. In addition, staff resolved nearly 6,200 database trouble reports.

In FY 2008, 9-1-1 staff performed an extensive comparison of the MSAG and the GIS data. This comparison resulted in numerous modifications to both the 9-1-1 database and GIS to ensure both databases matched.

Also, in FY 2008, ACOG and 9-1-1 ACOG entered into an agreement with the University of Oklahoma making portions of the regional GIS data publicly available via the Internet.

Goals

- To refine and maintain an updated database that drives the system's routing of calls and information received by the various Public Safety Answering Points and to find other ways data can be useful in local efforts.
- To approve and assign Emergency Service Numbers (ESNs) for new wireless towers and continue maintenance of the current wireless database.
- To ensure that the system's Master Street Address Guide (MSAG) and GIS data is updated by verification from each member entity.
- To further enhance the regional 9-1-1 GIS/Mapping Data system displaying maps at the 22 PSAPs for both landline and wireless E9-1-1 calls.
- To work cooperatively with other GIS partners to ensure the highest integrity and latest information is incorporated into the regional GIS system.
- To continue sharing geographical information and other agreed services for effective and efficient implementation and integrity of the overall emergency services telecommunications system.

Objectives

- (1) To conduct and provide materials and staff assistance for the 9-1-1 Association Board of Directors' monthly meetings, 9-1-1 Technical Committee quarterly meetings, and Regional GIS Technical Committee quarterly meetings.
- (2) To handle routine database change requests, refinements and improvements.
- (3) To request validation of the MSAG from each member entity.
- (4) To provide maps and GIS data to member entities upon request.
- (5) To coordinate with member entities to aid in the development and maintenance of a regional GIS/9-1-1 Mapping Data system.
- (6) To continue to refine and expand the capabilities of the first true regional GIS data set.

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DEPARTMENT SUMMARY

DEPARTMENT	DIVISION	
GRANTS ADMINISTRATION	E9-1-1 & PUBLIC SAFETY	

Summary

ACOG provides administration of regional grant programs that benefit the ACOG region and its members. ACOG also provides grant preparation and management assistance to local governments upon request.

Objectives

- (1) Serve as liaison for communication/assistance among members including involvement in Rural Economic Action Plan (REAP) and Community Development Block Grants (CDBG) for grants to small communities.
- (2) Provide direct assistance, upon request, particularly to smaller units of local government, in ascertaining grant assistance such as CDBG/REAP grants and other grants available through the Oklahoma Department of Commerce or other funding agencies.
- (3) Serve as the Grant Administrator of the Urban Area Security Initiative (UASI) program which provides financial assistance to address unique planning and enhancement of regional preparedness efforts. As the UASI Grant Administrator, ACOG is responsible for the procurement of all equipment and services authorized by the UASI Budget Subcommittee and approved by the Oklahoma Office of Homeland Security.
- (4) Provide assistance and administration of other grant programs and appropriations that become available and benefit the ACOG region and its members.

URBAN AREA SECURITY INITIATIVE

ACOG is designated by the Oklahoma Office of Homeland Security to be the local administrator of the Urban Area Security Initiative (UASI) program. The UASI program provides financial assistance to address the unique planning, equipment, training and exercise needs of high threat, high-density urban areas, and to assist them in building an enhanced and sustainable capacity to prevent, respond to, and recover from threats or acts of terrorism.

The UASI program further provides the opportunity to enhance regional preparedness efforts. Federal guidelines encourage all designated UASI areas to employ regional approaches to overall preparedness and to adopt regional response structures whenever appropriate. This is accomplished through a needs assessment and the urban area strategy.

Goals

- To assist the UASI Working Group and Budget Subcommittee with the procurement of equipment and services for this program and to develop and implement a method to distribute this equipment.
- To assist in regional homeland security planning activities to ensure regional collaboration and efficiencies.

Objectives

- (1) Provide support to the UASI Working Group, UASI Budget Subcommittee, and other subcommittees as requested.
- (2) Assist project Points of Contact in completing Budget Detail Worksheets (BDWs, Procurement Plan Worksheets (PPWs), and other requirement documentation.
- (3) Review BDWs and PPWs for accuracy and funding intent.
- (4) Submit completed BDWs to the Oklahoma Office of Homeland Security for its approval.
- (5) Issue purchase orders and order equipment (utilizing local procurement policies) after approval letters are received from the Oklahoma Office of Homeland Security.
- (6) Inventory and distribute equipment to project Points of Contact.
- (7) Request reimbursement from the Oklahoma Office of Homeland Security and process invoices for ACOG Board approval.
- (8) Provide documentation, monitoring, and reporting as an ongoing element of the program.



9-1-1 association of central oklahoma governments

Chair Keith Bryan
Mustang Councilmember

Vice-Chair Ken Bartlett
Del City Councilmember

Secretary/Treasurer
Vacant

Executive Director
John G. Johnson

MEMORANDUM

DATE: June 18, 2009

TO: 9-1-1 Board of Directors

FROM: Stephen Willoughby, Division Director

SUBJECT: Authorization for the Executive Director to negotiate and execute a contract with microDATA to include any financing and changes of scope as the project requires for the new 9-1-1 system. In addition, authorization for staff to negotiate and execute contracts for any other direct equipment or network purchases required to implement the new 9-1-1 system that would be a cost benefit to the Association

INFORMATION: At its October 2008 meeting the 9-1-1 ACOG Board of Directors authorized staff to conduct an Request for Proposal (RFP) process for replacement of the 9-1-1 answering equipment, software and network elements currently being used by 9-1-1 ACOG's 22 PSAPs to handle emergency calls. The existing software, originally designed for a five-year life cycle, will be in its eighth year of extended maintenance in December 2008. AT&T has informed 9-1-1 ACOG that it will not offer any additional annual maintenance extensions on the existing system at that time.

In December 2008 staff issued an RFP for a "Next Generation 9-1-1" solution. A mandatory vendor pre-proposal meeting was held January 8, 2009 and seven responses to the proposal were received in March. Two proposals were eliminated because of non-compliance of the RFP request.

In April, a selection committee (consisting of PSAP representatives and 9-1-1 staff) conducted initial interview with the remaining five RFP responses. After these interviews the committee recommended that staff conduct follow-up interviews and reviews with three vendors.

On May 26th the Selection Committee met again. At that meeting staff recommended the selection of microDATA for the Association's new 9-1-1 system solution. Those present at the meeting discussed and concurred that the microDATA solution will better position the 9-1-1 ACOG regional 9-1-1 system by capturing the latest 9-1-1 technology for today, as well as positioning the Association for the next generation of 9-1-1 capabilities.

The microDATA 9-1-1 solution proposed to 9-1-1 ACOG was presented to the full 9-1-1 Technical Committee which consists of the region's PSAP managers. At that meeting the Committee concurred with staff and jointly recommend that the 9-1-1 ACOG Board authorize the Executive Director to negotiate and execute a contract with microDATA for the new 9-1-1 system replacement.

The proposed solution and projected cost is approximately \$6 million to include three years of maintenance, support and cost elements.

Further, there are options available that present some potential cost savings for 9-1-1 ACOG to directly purchase some hardware and network elements related to this project. Staff is seeking additional authorization to pursue negotiating and entering into agreements for these elements, if they prove to be financially beneficial to the Association.

Action Requested: Motion to authorize the Executive Director to negotiate and execute a contract with microDATA to include any financing and changes of scope as the project requires for the new 9-1-1 system. In addition, authorization for staff to negotiate and execute contracts for any other direct equipment or network purchases required to implement the new 9-1-1 system that would be a cost benefit to the Association.



9-1-1 association of central oklahoma governments

Chair Keith Bryan
Mustang Councilmember

Vice-Chair Ken Bartlett
Del City Councilmember

Secretary/Treasurer
Vacant

Executive Director
John G. Johnson

MEMORANDUM

DATE: June 18, 2009
TO: 9-1-1 Board of Directors
FROM: John G. Johnson, Executive Director
SUBJECT: Election of Officers for the 9-1-1 ACOG Board of Directors

INFORMATION: The Nominations Committee met in May to consider nominations of the 9-1-1 Association Board of Directors officers of Chairman, Vice-Chairman and Secretary-Treasurer for FY 2009-2010. It was recommended by the committee that the following nominations for the coming term be considered.

Chairman:	Keith Bryan, Councilmember, Mustang
Vice-Chairman:	Ken Bartlett, Councilmember, Del City
Secretary-Treasurer:	Kathy McMillan, Councilmember, Moore

The Nominations Committee also recommends that the following nomination for the Firesafe Foundation, Inc. Board members be considered:

Charles Joyner, State Representative

Action Requested: Motion to approve the Nominations Committee's recommendation for election of officers of the 9-1-1 Board of Directors for FY 2009-2010, and election of Firesafe Foundation, Inc. Board member.



9-1-1 association of central oklahoma governments

Chair Keith Bryan
Mustang Councilmember

Vice-Chair Ken Bartlett
Del City Councilmember

Secretary/Treasurer
Vacant

Executive Director
John G. Johnson

MEMORANDUM

DATE: June 18, 2009

TO: 9-1-1 Board of Directors

FROM: Debbie Cook, CPA, Director of Finance

SUBJECT: Resolution – Banking Signatures

INFORMATION: With the election of officers at our June meeting, it is necessary to approve the attached official custodian's resolution authorizing 9-1-1 ACOG's current signatories to conduct business with 9-1-1 ACOG's financial institutions.

Action Requested: Motion to approve the attached official custodians' resolution for FY 2009-2010.

DC/ajk

RESOLUTION

THE BOARD OF DIRECTORS OF THE
9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
21 E. MAIN STREET, SUITE 100
OKLAHOMA CITY, OKLAHOMA 73104-2405

Be it resolved that

Keith Bryan, Chairman

Ken Bartlett, Vice-Chairman

Kathy McMillan, Secretary-Treasurer

John G. Johnson, Executive Director

Jane E. Sutter, Deputy Director

of this Association whose signature(s) appear(s) above are appointed as official custodians of the Association's funds. They have plenary authority, including control, over funds owned by the Association. Control includes possession, as well as the authority to establish accounts for the funds in insured depository institutions and to make deposits, withdrawals and disbursements of such funds. Two (2) signatures shall be required on checks against the accounts. This supersedes all prior authorizations, which are hereby cancelled.

I hereby certify that the foregoing is a full, true and correct copy of a resolution adopted on June 26, 2008 by the Board of Directors of the Association of Central Oklahoma Governments and is in full force; that the signatures above are genuine and of the respective officers of said Association as designated thereon.

WITNESS my hand and seal of said 9-1-1 Association this _____ day of June 2009.

{SEAL}

SECRETARY

ATTACHMENT VII-E



9-1-1 association of central oklahoma governments

Chair Keith Bryan
Mustang Councilmember

Vice-Chair Ken Bartlett
Del City Councilmember

Secretary/Treasurer
Vacant

Executive Director
John G. Johnson

MEMORANDUM

DATE: June 18, 2009

TO: 9-1-1 Board of Directors

FROM: Stephen M. Willoughby, Division Director

SUBJECT: Request to add the towns of Minco and Amber into the Regional 9-1-1 System

INFORMATION: The towns of Minco and amber have requested to be considered for inclusion into the 9-1-1 ACOG regional 9-1-1 system. In addition, the City of Tuttle has requested the Association look into rerouting 9-1-1 calls from both communities to the Tuttle PSAP. Currently, 9-1-1 calls for the two towns are handled by the Grady County 9-1-1 system; 9-1-1 service fee remittances are remitted to Grady County as well.

Action Requested: As desired by the 9-1-1 ACOG Board of Directors.

TOWN OF AMBER
PO BOX 3
AMBER, OK 73004
405-222-2175

June 8, 2009

Mr. John G. Johnson
Executive Director
911 Association of Central Oklahoma Governments
21 East Main Street
Oklahoma City, Oklahoma 73104
(405) 234-2264
(405) 234-2200 fax

Dear Mr. Johnson:

The Town of Amber is considering entering into a contract with the City of Tuttle wherein their Police Department will provide all 911 calltaking and police/fire dispatching services to our community.

This agreement depends upon our ability to have our wireline and wireless 911 calls re-routed from the Grady County SO PSAP to the Tuttle PD PSAP. Our understanding is that this matter must be brought before your governing board for discussion and voting.

Please consider this letter our formal request for this matter to be placed on the next 911 ACOG Board of Directors agenda. We plan to be in attendance at the meeting.

We would like to thank you in advance for your assistance in this matter. If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely yours,

Craig Parham
Mayor



THE CITY OF TUTTLE

POST OFFICE BOX 10 • 301 WEST MAIN STREET
TUTTLE, OKLAHOMA 73089
(405) 381-2335 • FAX (405) 381-3852

ACOG

JUN 16 2009

BY JLS

June 16, 2009

Mr. Johnny C. Irons III
911 Programs Manager
911 Association of Central Oklahoma Governments
21 E Main Street, Suite 103
Oklahoma City, OK 73104
(405) 234-2264 x138, 2200 fax
jirons@acogok.org

Dear Mr. Irons,

Please consider this letter our formal request for 911 ACOG to look into re-routing 911 calls from Minco and Amber to the Tuttle PSAP. We are considering entering into contracts for 911 call-taking and public-safety dispatch services with these communities.

If you have any questions or need additional information, please contact Sean Douglas at (405) 381-4464.

Many thanks in advance for your assistance in this matter.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Tim Young".

Tim Young
City Manager

CITY OF MINCO

PO BOX 512 ~ 200 W. MAIN ST. MINCO, OK 73059

Phone: (405) 352-4274

Fax: (405) 352-5962

ACOG

JUN 16 2009

BY JLS

June 15, 2009

Mr. John G. Johnson
Executive Director
911 Association of Central Oklahoma Governments
21 East Main Street
Oklahoma City, Oklahoma 73104
(405) 234-2264
(405) 234-2200 fax

Dear Mr. Johnson:

The City of Minco is considering entering into a contract with the City of Tuttle wherein their Police Department will provide all 911-call taking and police/fire dispatching services to our community.

This agreement depends upon our ability to have our wire line and wireless 911 calls re-routed from the Grady County SO PSAP to the Tuttle PD PSAP. Our understanding is that this matter must be brought before your governing board for discussion and voting.

Please consider this letter our formal request for this matter to be placed on the next 911 ACOG Board of Directors agenda. We plan to be in attendance at the meeting.

We would like to thank you in advance for your assistance in this matter. If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely yours,



Shirley Oaks
City of Minco, Mayor
Office #(405) 352-5141
Fax#(405) 352-5962