

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., MAY 25, 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, May 28, 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 – APRIL 30, 2009 meeting ([Attachment III](#))
- IV. COMMUNICATIONS
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. CONSENT DOCKET

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

A. FINANCE REPORT – MAY 2009 CLAIMS ([Attachment VI-A](#))

**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 approve payment of the May recurring 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

**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.

VII. GENERAL STATUS REPORT

**INFORMATION:** Information on current projects for review and discussion.

VIII. NEW BUSINESS

IX. ADJOURNMENT

**MINUTES OF THE  
9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
BOARD OF DIRECTORS MEETING  
ACOG CONFERENCE ROOM  
April 30, 2009**

The fourth meeting of the calendar year 2009 of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:04 p.m., April 30, 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. James Woodard, Councilmember, Arcadia  
Hon. Roger Malone, Councilmember, Choctaw  
Hon. Ken Bartlett, Councilmember, Del City  
Hon. Dan O'Neil, Mayor, Edmond  
Hon. Gordon Jeney, Councilmember, Harrah  
Hon. Ray Poland, Councilmember, Jones City  
Hon. Gerald Martin, Trustee, Luther  
Hon. Russell Smith, Mayor, Midwest City  
Hon. Linda Molsbee, Councilmember, Newcastle  
Hon. Kathy Walker, Mayor, Nichols Hills  
Hon. James Pumphrey, Mayor, Nicoma Park  
Hon. Rachel Butler, Councilmember, Norman  
Hon. Bobby Cleveland, Trustee, Slaughterville  
Hon. Earnest Ware, Mayor, Spencer  
Hon. David Dirkschneider, Councilmember, Warr Acres  
Hon. Pat Woolley, Mayor, Warr Acres  
Hon. Ward Larson, Mayor, Yukon  
Hon. Rod Cleveland, Commissioner, Cleveland County  
Hon. Mark Sharpton, Commissioner, Logan County  
Hon. Willa Johnson, Commissioner, Oklahoma County

**MEMBERS ABSENT**

Hon. Phil Shirey, Councilmember, Bethany  
Hon. Matt White, Mayor, El Reno  
Hon. Marianne Yarbrough, Trustee, Forest Park  
Hon. Chuck Burtcher, Mayor, Guthrie  
No designee, Lake Aluma  
Hon. Mark Easton, Councilmember, Lexington  
Hon. Kathy McMillan, Councilmember, Moore  
Hon. Gary Hayes, Mayor, Noble  
Hon. Mike Fina, Mayor, Piedmont  
Hon. Kathy Jordon, Trustee, Smith Village  
Hon. Brian Routh, Councilmember, Tuttle  
Hon. Scott Symes, Mayor, The Village  
No Designee, Valley Brook  
Hon. Jim Gilbert, Mayor, Woodlawn Park  
Hon. Grant Hedrick, Commissioner, Canadian County

## **GUESTS**

Earl Burson, City Manager, Harrah  
Mary Murphey, Logan County Deputy Commissioner  
John Brown, City of Piedmont  
Larry Kesler, Union City  
Ronnie Freeman, AT&T

## **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  
Carolyn White, 9-1-1 Database Manager  
Johnny Irons, 9-1-1 Programs Manager  
Alicia Nicely, 9-1-1 GIS Manager  
Anita Kroth, 9-1-1 Administrative Assistant  
Diane McCullough, Grants Program Manager  
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 1:04 p.m. A quorum was present.

### II. INTRODUCTION OF GUESTS

John G. Johnson, Executive Director, introduced Mary Murphey, Logan County Deputy Commissioner; John Brown, City of Piedmont; and Ronnie Freeman, AT&T.

### III. APPROVAL OF MINUTES – MARCH 26, 2009 Meeting

Director James Pumphrey, Nicoma Park, made a motion to approve the minutes of the March 26, 2009 9-1-1 Board of Directors meeting. Director Ken Bartlett, Del City, seconded the motion. The motion carried the following votes:

AYE: Woodard, Malone, Bartlett, O'Neil, Jeney, Poland, Martin, Smith, Bryan, Molsbee, Pumphrey, Butler, B. Cleveland, Ware, Dirkschneider, Larson, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

### IV. COMMUNICATIONS

Chairman's Report: None

Executive Director's Report:

John Johnson reminded the 9-1-1 Board of Directors that Friday, May 1<sup>st</sup> is the 20<sup>th</sup> anniversary of 9-1-1 and invited everyone to attend a banquet in honor of that anniversary.

Mr. Johnson referred to two recent press releases relating to leadership appointing a Joint Task Force to look at 9-1-1 and study the structure for revenues. The leaders involved in appointing the task force are listed on the press release. He suggested that board members contact them and convey the importance of their mission.

Mr. Johnson reported that Representative Mike Reynolds proposed reducing the wireless service fee from 50-cents to 15-cents. That item was attached to Senate Bill 1166 which is a good bill that would create regional 9-1-1 systems in the state. He explained that the service fee is not a tax; it is a user fee, and that none of that money goes to the state of Oklahoma, but exclusively to use to upgrade 9-1-1 for wireless communications. The voters in each county that held an election decided to impose that fee on them. He said we have serious questions as to whether the legislature can change the vote of the people.

Mr. Johnson reminded the board that we staff continues the process of selecting new equipment and software. He said we have three final candidates which staff plans to conduct another round of interviews to determine, which is the best 9-1-1 system for Central Oklahoma.

He also reported that the TracFone settlement has been signed and 9-1-1 ACOG has received a first check from them of their 9-1-1 collections. He said their lobbyist have been in contact with us to move forward on the issue of the point of sale.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. FINANCE REPORT – APRIL CLAIMS

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$241,534.54 for the month of April including an amendment to claims in the amount of \$3,691.16 amending the claims list from \$241,534.54 to \$245,225.70. 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, and the addendum.

**Action Requested:** Motion to accept the finance report and approve payment of the April recurring claims and amended claims for April against the Association.

Director Ray Poland, Jones City, made a motion to accept the finance report and approve payment of the April claims as amended against the Association. Director Dan O'Neil, Edmond, seconded the motion. The motion carried the following votes:

AYE: Woodard, Malone, Bartlett, O'Neil, Jeney, Poland, Martin, Smith, Molsbee, Walker, Pumphrey, Butler, B. Cleveland, Ware, Dirkschneider, Larson, R. Cleveland, Sharpton and Johnson

NAY: None

ABSTAIN: None

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

John Johnson explained that staff has determined that a new standing agreement should be negotiated rather than making an addendum to the current contract. Therefore, he requested a motion to authorize the Executive Director to negotiate and execute a new contract with GeoComm not to exceed \$6,000, for additional GIS for consulting/training services.

Director Ward Larson, Yukon, made a motion to authorize the Executive Director to negotiate and execute a new contract with GeoComm, not to exceed \$6,000, for additional GIS consulting/training services. Director James Woodard, Arcadia, seconded the motion. The motion carried the following votes:

AYE: Woodard, Malone, Bartlett, O'Neil, Jeney, Poland, Martin, Smith, Molsbee, Walker, Pumphrey, Butler, B. Cleveland, Ware, Dirkschneider, Larson, R. Cleveland, Sharpton and Johnson

NAY: None

ABSTAIN: None

VIII. GENERAL STATUS REPORT

Stephen Willoughby invited all of the board members to attend the 20<sup>th</sup> anniversary of enhanced 9-1-1 in Central Oklahoma. He said in recognition of this milestone, the 9-1-1 Saves Lives Committee and 9-1-1 ACOG will be hosting this event on the evening of May 1<sup>st</sup>. He said there will be an awards ceremony to recognize the regional Telecommunicator of the Year award and the 9-1-1 Hero of the Year award as well.

He reported that National Telecommunicator Week was April 13-17 and 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, and said that 9-1-1 ACOG conducted special activities as well.

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

He reported that staff participated in "9-1-1 Day at the Capitol" on April 23<sup>rd</sup>. 9-1-1 ACOG as well as other 9-1-1 entities discussed current issues facing 9-1-1 with state legislators.

Mr. Willoughby pointed out that there are new 9-1-1 public education materials available for distribution for the PSAPs. We have two new brochures, i.e., the traditional 9-1-1 brochure, and a new recruitment brochure related to 9-1-1 as a professional career, as well as an updated 9-1-1 coloring book.

Stephen Willoughby introduced Alicia Nicely who is the new 9-1-1 Geographical Information Systems Manager in 9-1-1.

IX. NEW BUSINESS

None

X. ADJOURNMENT

Chairman Keith Bryan asked for a motion to adjourn. Director Ken Bartlett made a motion to adjourn the meeting. Director Ray Poland seconded the motion. The motion carried the following votes:

AYE: Woodard, Malone, Bartlett, O'Neil, Jeney, Poland, Martin, Smith, Molsbee, Walker, Pumphrey, Butler, B. Cleveland, Ware, Dirkschneider, Larson, R. Cleveland, Sharpton and Johnson

NAY: None

ABSTAIN: None

The meeting adjourned at 1:23 p.m.

ADOPTED THIS 28th DAY OF MAY 2009.

---

CHAIRMAN

---

SECRETARY-TREASURER

**PAGE DOWN TO VIEW ATTACHMENT VI -A**

***BE IT RESOLVED, that on this 28th day of May 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	\$	85,051.81	
Consultant		6,509.00	
Deposit Error		(8,081.52)	
Development		588.30	
Institute Revenue		(840.00)	
Mileage		395.67	
Postage		108.82	
Printing		1,390.00	
Public Education		4,275.01	
Special Projects		3,830.00	
Supplies		109.56	
Telephone		698.49	
Temporary Labor		1,527.38	
Travel		2,052.15	
Xerox		311.75	
		<hr/>	
<i>Total MSAG/Education/Training</i>	\$	97,926.42	
OKC Professional Services Agreement		3,169.12	
		<hr/>	
<b>Total ACOG Administrative Services</b>			\$ 101,095.54

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

Andrews Davis	\$2,477.50	
AT&T (Network, Database, TSP & Frame Relay)	44,991.08	
AT&T (Wireless Phases I & II)	5,447.49	
AT&T (DSL Connection)	103.16	
AT&T Global Services (UPS Maintenance)	1,213.00	
Bureau of the Public Debt	100.00	
Chase Equipment Leasing Inc.	13,463.10	
Hinton Telephone Company	246.20	
Language Line	240.07	
Logix Communications	199.32	
McLoud Telephone	280.00	
MTM Solutions, Inc	300.00	
Oklahoma Communication Systems	1,217.67	
Pioneer Telephone (Newcastle Diagnostic Line)	55.24	
Pioneer Telephone (9-1-1 Trunks)	480.64	
Windstream	72.93	
	<hr/>	
<i>Total 9-1-1 Operating/Maintenance</i>		\$70,887.40
<b>Total May Claims</b>		<hr/> <hr/> \$ 171,982.94

ATTEST:

\_\_\_\_\_  
CHAIRMAN

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

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
CASH STATUS REPORT  
FOR THE MONTH ENDED APRIL 30, 2009**

	<u>SWEEP/OPERATING ACCOUNT</u>	<u>T-BILLS</u>	<u>TOTAL</u>
Beginning Balance <i>April 1, 2009</i>			
Cash on Deposit	\$ 3,341,399.62	\$ 697,912.26	\$ 4,039,311.88
Cash Receipts			
Fee Income	\$ 121,504.08	\$ -	\$ 121,504.08
Fee Income - Wireless	189,422.87	-	189,422.87
Contracts	6,527.18	-	6,527.18
Interest Earned	828.27	369.05	1,197.32
Miscellaneous	165.90		165.90
Total Cash Receipts	<u>\$ 318,448.30</u>	<u>\$ 369.05</u>	<u>\$ 318,817.35</u>
Total Cash Available	\$ 3,659,847.92	\$ 698,281.31	\$ 4,358,129.23
Cash Disbursements			
Claims/Operating Expense	\$ 245,225.70	\$ -	\$ 245,225.70
9-1-1 Fund Disbursement	23,843.75	-	23,843.75
Miscellaneous	81.50	-	81.50
Total Cash Disbursements	<u>\$ 269,150.95</u>	<u>\$ -</u>	<u>\$ 269,150.95</u>
Ending Balance <i>April 30, 2009</i>			
Cash on Deposit	<u>\$ 3,390,696.97</u>	<u>\$ 698,281.31</u>	<u>\$ 4,088,978.28</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS**  
**DISBURSEMENT OF FUND BALANCE**  
**April 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 April Disbursements	\$ 23,843.75
	=====

## ATTACHMENT VII



*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:** May 21, 2009

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

**FROM:** Stephen M. Willoughby, Division Director

**SUBJECT:** General Status Report

#### **20<sup>th</sup> Anniversary of 9-1-1 Celebration**

The 20<sup>th</sup> anniversary celebration of enhanced 9-1-1 in Central Oklahoma on May 1<sup>st</sup> was a huge success. Twenty 9-1-1 personnel from the region were recognized for having at least 20 years of service. Ben Curry of Edmond Central Communications was named the 2009 Telecommunicator of the year and Madelyn Eaves of Guthrie was recognized as the 2009 9-1-1 Hero Award.

#### **Next Generation 9-1-1 System Status**

Staff has nearly completed the follow up reviews and interviews with three vendors selected by the NG9-1-1 system selection committee [consisting of PSAP representatives and 9-1-1 staff]. 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. Staff plans to make a recommendation for approval to the 9-1-1 Board of Directors at the June 25<sup>th</sup> meeting.