

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., NOVEMBER 16, 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 Kathy McMillan  
Moore Councilmember

Executive Director  
John G. Johnson

9-1-1 BOARD OF DIRECTORS

AGENDA

1:00 p.m., Thursday, November 19, 2009

ACOG Board Room

21 E. Main – Suite 100

Oklahoma City, Oklahoma 73104

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES – OCTOBER 29, 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 item VI-A through VI-C-3 be placed on the Consent Docket.

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

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$24,498.35 for the month of November. 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 November recurring claims against the Association.

B. 2010 MEETING DATES ([Attachment VI-B-1](#))([Attachment VI-B-2](#))([Attachment VI-B-3](#))

**INFORMATION:** In accordance with the Oklahoma Open Meetings Act, the 9-1-1 Association needs to approve a meeting schedule for the calendar year 2010 for the 9-1-1 Association Board of Directors, 9-1-1 Technical Committee and Operation FireSAFE Operational Committee and Burn Prevention Committee. Once approved, the schedule will be submitted to the Oklahoma County Court Clerk.

**Action Requested:** Motion to approve the meeting dates for the calendar year 2010 for the 9-1-1 Board of Directors, 9-1-1 Technical Committee and Operation FireSAFE Operational Committee and Burn Prevention Committee.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. CONTRACT WITH COX COMMUNICATIONS FOR NETWORK ELEMENTS

**INFORMATION:** Staff is in the process of designing the new 9-1-1 system network. For better capacity and redundancy staff is designing a meshed network which would include network elements provided not only by AT&T but Cox Communications, as well. Though final details and pricing are not complete for the Cox network elements, staff is requesting authorization to proceed with this project to ensure the timing sequence does not delay the larger 9-1-1 replacement project.

**Action Requested:** Authorization for the Executive Director to negotiate and execute a contract with Cox Communications for certain network elements associated with the 9-1-1 system replacement project.

B. MEMORANDUM OF UNDERSTANDING WITH THE STATE OF OKLAHOMA FOR FEDERAL 9-1-1 GRANT FUNDS

**INFORMATION:** 9-1-1 ACOG has been notified by the State of Oklahoma that the 9-1-1 Association will be awarded \$380,453.11 in Federal 9-1-1 Grant Funds received by the state. These funds must be matched dollar-for-dollar and are designated for equipment costs associated with implementing our new 9-1-1 system equipment. A memorandum of understanding needs to be executed in order for 9-1-1 ACOG to receive these funds.

**Action Requested:** Authorization for the Executive Director to negotiate and execute a Memorandum of Understanding with the State of Oklahoma to receive Federal 9-1-1 grant funds.

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  
October 29, 2009**

The ninth meeting of the calendar year 2009 of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:05 p.m., October 29, 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. Patrice Douglas, Mayor, Edmond  
Hon. Russell Smith, Mayor, Midwest City  
Hon. Kathy McMillan, Councilmember, Moore  
Hon. Jay Adams, Councilmember, Mustang  
Hon. Linda Molsbee, Councilmember, Newcastle  
Hon. James Pumphrey, Mayor, Nicoma Park  
Hon. Rachel Butler, Councilmember, Norman  
Hon. Bobby Cleveland, Mayor, Slaughterville  
Hon. Earnest Ware, Mayor, Spencer  
Hon. Taylor Henderson, Councilmember, Tuttle  
Hon. David Dirkschneider, Councilmember, Warr Acres  
Hon. Ward Larson, Mayor, Yukon  
Hon. David Anderson, Commissioner, Canadian County  
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. Phil Shirey, Councilmember, Bethany  
Hon. Matt White, Mayor, El Reno  
Hon. Marianne Yarbrough, Trustee, Forest Park  
Hon. Chuck Burtcher, Mayor, Guthrie  
Hon. Gordon Jeney, Councilmember, Harrah  
Hon. Ray Poland, Mayor, Jones City  
No Designee, Lake Aluma  
Hon. Mark Easton, Councilmember, Lexington  
Hon. Kim Bourns, Trustee, Luther  
Hon. Peter Hoffman, Councilmember, Nichols Hills

**MEMBERS ABSENT (continued)**

Hon. Gary Hayes, Mayor, Noble  
Hon. Mike Fina, Mayor, Piedmont  
Hon. Kathy Jordon, Trustee, Smith Village  
Hon. Scott Symes, Mayor, The Village  
No Designee, Valley Brook  
Hon. Jim Gilbert, Mayor, Woodlawn Park

**GUESTS**

Betty Tucker, AT&T  
Katherine Gouker, AT&T  
Kelly Schwarz, John M. Arledge & Associates, P.C.  
Wayne Murphey, Deputy Commissioner, Logan County  
Mary Murphey, Deputy Commissioner, Logan County

**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  
Johnny Irons, 9-1-1 Programs Manager  
Wendi Marcy, Special Programs Officer  
Paulette Marshall, 9-1-1 Projects Coordinator  
Alicia Nicely, 9-1-1 GIS Manager  
Carolyn White, 9-1-1 Database Manager  
Diane McCullough, Grants Program Manager  
Anita Kroth, Administrative Assistant, E9-1-1 & Public Safety  
Doug Rex, Division Director, Transportation Planning & Data Services  
Beverly Garner, Administrative Assistant, TPDS  
Jerry Church, Director of Media & Public Relations  
Ken Brown, CIP Projects Coordinator

I. CALL TO ORDER

Chairman Keith Bryan called the meeting to order at 1:05 p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

John Johnson, Executive Director, introduced Wayne Murphey and Mary Murphey, Logan County Commissioners' Office; Betty Tucker and Katherine Gouker, AT&T; and Kelly Schwarz, John M. Arledge & Associates, P.C.

III. APPROVAL OF MINUTES – SEPTEMBER 24, 2009

Director Ken Bartlett, Del City, made a motion to approve the minutes of the September 24, 2009, 9-1-1 Board of Directors meeting. Director James Woodard, Arcadia, seconded the motion. The motion carried the following votes.

AYE: Woodard, Bartlett, Smith, McMillan, Bryan, Molsbee, Butler, B. Cleveland, Ware, Henderson, Dirkschneider, Larson, Anderson, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

Chairman's Report:

The Chairman did not give a report.

Executive Director's Report:

John G. Johnson reported that staff made a presentation at the recent meeting of the 9-1-1 Task Force and advised them of our 9-1-1 issues, including telling them what we need and what we want. He said we will not learn the outcome until the next Legislative Session starts. The Chairman of that Committee is Senator Brian Bingman.

Mr. Johnson referred to a handout entitled "2009 Legislative Survey Results." He explained that each year ACOG constructs an informational piece for our state legislators and our federal delegation about what issues are important to our members in this region. He asked Board members to take a look at the handout to make sure there are no important issues that were missed or have a need to reprioritize them, and give that feedback to staff as soon as possible. The results of the survey will be gathered and presented to our state legislators and our federal delegation. There will be an online survey as well.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. FINANCE REPORT – OCTOBER 2009 CLAIMS

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$89,319.70 for the month of October. 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 was included in the agenda packet.

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

Director James Woodard made a motion to accept the finance report and to approve payment of the October claims against the Association. Director Linda Molsbee, Newcastle, seconded the motion. The motion carried the following votes.

AYE: Woodard, Bartlett, Smith, McMillan, Bryan, Molsbee, Butler, B. Cleveland, Ware, Henderson, Dirkschneider, Larson, Anderson, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

VII. INDIVIDUAL ACTION ITEMS

A. ANNUAL 9-1-1 AUDIT REPORT FY 2009

John Johnson thanked Debbie Cook, Finance Director, Mary Henderson and Dorothy Danen in the Accounting Department, for the hard work and long hours given to the audit process.

Debbie Cook introduced Kelly Schwarz from John M. Arledge & Associates, P.C. who was present to briefly review the annual 9-1-1 Audit Report for FY 2009.

Mr. Schwarz pointed to the Basic Financial Statements for the Year Ended June 30, 2009 and Independent Auditors' Reports which were made available at the meeting as well as the Audit Communication Letter as the documents available for review. He proceeded to give direction on finding key elements to help use these documents.

He said the auditor's opinion on the Financial Statements for the year was an unqualified, or clean, opinion; the Yellow Book GAO Compliance Laws and Regulation Report noted no laws and regulations violation and no internal control or related control findings.

Mr. Schwarz referred to the Audit Communication Letter which included audit responsibilities for the auditors under Generally Accepted Auditing Standards, Qualitative Aspects of Accounting Practices, which he said there were no accounting rules that changed during 2009. Also, Difficulties Encountered in Performing the Audit, which he said there were no difficulties in dealing with management during conduct of the audit.

The section regarding Corrected and Uncorrected Misstatements indicate no audit adjustments necessary for 2009. There were no disagreements regarding policies on how the financial statements were prepared by management.

Mr. Schwarz reported that during FY 2009 John M. Arledge & Associates, P.D. performed no other services for 9-1-1 ACOG.

Director Earnest Ware, Spencer, made a motion to receive the Fiscal Year 2009 Audit Report of the 9-1-1 Association of Central Oklahoma Governments. Director Ken Bartlett, Del City, seconded the motion. The motion carried the following votes:

AYE: Woodard, Bartlett, Smith, McMillan, Bryan, Molsbee, Butler, B. Cleveland, Ware, Henderson, Dirkschneider, Larson, Anderson, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

#### B. MINIMUM PSAP REQUIREMENTS

John Johnson reminded the Board members that this item was tabled at the last 9-1-1 Board meeting. He explained that last year the 9-1-1 Board of Directors asked staff to evaluate methods to reduce expenses related to the upgrade of the 9-1-1 system. Among those possible solutions was reduction in the number of Public Safety Answering Points (PSAPs) serving the region. He said this is a good time for us to look at changes and configuration in order to do that.

Director Roger Malone, Choctaw, reported that they have talked to the Oklahoma County Sheriff's office and they have agreed to accept 9-1-1 calls from Choctaw during daytime hours as well as nighttime and weekends. He said as Choctaw grows equity they would like to move back into the position of operating a full-time PSAP.

The 9-1-1 ACOG Board of Directors held a discussion on establishing a policy that a PSAP must be staffed and operated 24-hours per day, 365 days per year to be included in future replacements of the regional 9-1-1 system.

Director Mark Sharpton, Logan County, made a motion to establish a minimum standard that each PSAP must be staffed and in operation 24 hours per day, 365 days per year. Director Willa Johnson, Oklahoma County, seconded the motion. The motion carried the following votes.

AYE: Woodard, Malone, Bartlett, Smith, McMillan, Bryan, Molsbee, Butler, Pumphrey, B. Cleveland, Ware, Henderson, Dirkschneider, Larson, Anderson, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

Director Mark Sharpton recognized Choctaw's desire to operate a Public Safety Answering Point in the regional 9-1-1 system in the future as they are able to meet the established criteria.

#### VIII. GENERAL STATUS REPORT

Steve Willoughby reported that staff continues negotiations with AT&T for the purchase of the Positron Viper 9-1-1 Solution as the replacement 9-1-1 system for the 9-1-1 ACOG region. Staff will soon meet with AT&T regarding the design of that new system and obtain new pricing in order to move forward with that process.

Mr. Willoughby reported that 9-1-1 ACOG applied to the State of Oklahoma for a potential \$700,000 grant in grant funds that the State of Oklahoma was eligible for through the Federal 9-1-1 Office. There was also a provision to apply for supplemental funds as well. The State went through an application process for local entities to be eligible for those funds. 9-1-1 ACOG applied for approximately \$1 million dollars of those funds with a 50-50 match requirement. The

State of Oklahoma received almost \$1.4 million. Because 9-1-1 ACOG was on the supplemental list, it is now eligible to receive funds.

The State Advisory Board met last week and the decision was to pro-rate the entities on the supplemental list, and 9-1-1 ACOG has the potential to receive about \$400,000 which will be very beneficial towards the purchase of our new 9-1-1 system.

Mr. Willoughby reported that at the request of the 9-1-1 Technical Committee, the Board of Directors included in this year's work program efforts for the 9-1-1 Association to assist 9-1-1 PSAPs in recruiting of 9-1-1 call-takers. On Oct. 8<sup>th</sup>, 9-1-1 staff educated job seekers at a career fair and an estimated 2,000 job seekers attended the event.

He also reported that 9-1-1 ACOG is now on Facebook and Twitter. Staff plans to use these forums to communicate important announcements and upcoming events and training as well as information videos and pictures from 9-1-1 events from around the region.

Mr. Willoughby reported that 9-1-1 management staff met with the towns of Minco and Amber regarding their request to become a part of the regional 9-1-1 system and reviewed the financial cost as well as informed them of the discussion that the 9-1-1 Board of Directors have held regarding those requests. Minco and Amber indicated that they could not commit financially to do that. They are looking at amending relationships with Grady County in regard to their 9-1-1 system.

IX. NEW BUSINESS

None

X. ADJOURNMENT

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

AYE: Woodard, Malone, Bartlett, Smith, McMillan, Bryan, Molsbee, Pumphrey, Butler, B. Cleveland, Ware, Henderson, Dirkschneider, Larson, Anderson, R. Cleveland, Sharpton, and Johnson

NAY: None

ABSTAIN: None

The meeting was adjourned at 1:35 p.m.

ADOPTED THIS 19th DAY OF NOVEMBER 2009.

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CHAIRMAN

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SECRETARY-TREASURER

***BE IT RESOLVED, that on this 19th day of November 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                               | 139.30     |             |             |
| Mileage                                   | 357.01     |             |             |
| Professional Dues                         | 526.00     |             |             |
| Public Education                          | 683.26     |             |             |
| <u>Publications &amp; Subscriptions</u>   | 60.00      |             |             |
| Special Projects - Institute              | 142.11     |             |             |
| Supplies                                  | 4.55       |             |             |
| Telephone                                 | 286.12     |             |             |
| <i>Total MSAG/Education/Training</i>      |            | \$ 8,707.35 |             |
| OKC Professional Services Agreement       |            | -           |             |
| <b>Total ACOG Administrative Services</b> |            |             | \$ 8,707.35 |

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

|  |            |  |                     |
|--|------------|--|---------------------|
| AT&T (Wireless Phases I & II)                  | \$5,447.49 |  |                     |
| AT&T(DSL Connection)                           | 103.77     |  |                     |
| AT&T Global Services (UPS Maintenance)         | 1,213.00   |  |                     |
| Chase Equipment Leasing Inc.                   | 5,906.18   |  |                     |
| Hinton Telephone Company                       | 246.20     |  |                     |
| Language Line                                  | 381.05     |  |                     |
| Logix Communications                           | 199.32     |  |                     |
| McCloud Telephone                              | 280.00     |  |                     |
| MTM Solutions, Inc                             | 180.00     |  |                     |
| Oklahoma Communication Systems                 | 1,217.67   |  |                     |
| Pioneer Telephone (Newcastle Diagonostic Line) | 55.93      |  |                     |
| Pioneer Telephone (9-1-1 Trunks)               | 487.04     |  |                     |
| Windstream                                     | 73.35      |  |                     |
| <i>Total 9-1-1 Operating/Maintenance</i>       |            |  | \$15,791.00         |
| <b>Total November Claims</b>                   |            |  | <u>\$ 24,498.35</u> |

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN

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

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

|   | <u>OPERATING<br/>ACCOUNT</u> | <u>SAVINGS ACCOUNT</u> | <u>T-BILLS</u>       | <u>TOTAL</u>           |
|---|------------------------------|------------------------|----------------------|------------------------|
| Beginning Balance<br><i>October 1, 2009</i> |                              |                        |                      |                        |
| Cash on Deposit                             | \$ 1,147,667.75              | \$ 3,406,436.58        | \$ 299,505.93        | \$ 4,853,610.26        |
| Cash Receipts                               |                              |                        |                      |                        |
| Fee Income                                  | \$ 132,391.42                | \$                     | \$                   | \$ 132,391.42          |
| Fee Income - Wireless<br>Contracts          | 200,426.71<br>3,233.25       |                        |                      | 200,426.71<br>3,233.25 |
| Transfers of Funds                          |                              | 100,000.00             |                      | 100,000.00             |
| Interest Earned                             | 203.55                       | 1,334.77               | 187.06               | 1,725.38               |
| Miscellaneous                               | 531.30                       |                        |                      | 531.30                 |
| Total Cash Receipts                         | <u>\$ 336,786.23</u>         | <u>\$ 101,334.77</u>   | <u>\$ 187.06</u>     | <u>\$ 438,308.06</u>   |
| Total Cash Available                        | \$ 1,484,453.98              | \$ 3,507,771.35        | \$ 299,692.99        | \$ 5,291,918.32        |
| Cash Disbursements                          |                              |                        |                      |                        |
| Claims/Operating Expense                    | \$ 89,319.70                 | \$                     | \$                   | \$ 89,319.70           |
| 9-1-1 Fund Disbursement                     | 21,459.41                    |                        |                      | 21,459.41              |
| Transfers of Funds                          |                              |                        | 100,000.00           | 100,000.00             |
| Miscellaneous                               |                              |                        |                      | 0.00                   |
| Total Cash Disbursements                    | <u>\$ 110,779.11</u>         | <u>\$ 0.00</u>         | <u>\$ 100,000.00</u> | <u>\$ 210,779.11</u>   |
| Ending Balance<br><i>October 31, 2009</i>   |                              |                        |                      |                        |
| Cash on Deposit                             | <u>\$ 1,373,674.87</u>       | <u>\$ 3,507,771.35</u> | <u>\$ 199,692.99</u> | <u>\$ 5,081,139.21</u> |

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

|                                    |                     |
|------------------------------------|---------------------|
| Arcadia                            | \$ 20.25            |
| Bethany                            | 1,033.67            |
| Choctaw                            | 332.74              |
| Cleveland Co.                      | 360.87              |
| Del City                           | 691.11              |
| Edmond                             | 4,130.36            |
| El Reno                            | 1,371.07            |
| Forest Park                        | 42.12               |
| Guthrie                            | 826.60              |
| Harrah                             | 166.91              |
| Jones City                         | 76.24               |
| Lexington                          | 69.85               |
| Midwest City                       | 2,022.07            |
| Moore                              | 1,578.53            |
| Mustang                            | 583.41              |
| Newcastle                          | 355.90              |
| Nichols Hills                      | 239.79              |
| Nicoma Park                        | 94.00               |
| Noble                              | 214.90              |
| Norman                             | 4,162.00            |
| Oklahoma Co.                       | 571.98              |
| Piedmont                           | 192.16              |
| Slaughterville                     | 74.66               |
| Spencer                            | 131.87              |
| The Village                        | 380.76              |
| Tinker Air Force Base              | 56.89               |
| Tuttle                             | 215.23              |
| Warr Acres                         | 460.72              |
| Woodlawn Park                      | 3.02                |
| Yukon                              | 999.73              |
| <b>Total October Disbursements</b> | <b>\$ 21,459.41</b> |



*9-1-1 association of central oklahoma governments*

Chair Keith Bryan  
Mustang Councilmember

Vice-Chair Ken Bartlett  
Del City Councilmember

Secretary/Treasurer Kathy McMillan  
Moore Councilmember

Executive Director  
John G. Johnson

**MEMORANDUM**

**DATE:** November 13, 2009

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

**FROM:** John G. Johnson, Executive Director

**SUBJECT:** 9-1-1 Board of Directors Regular Meetings Calendar Year 2010

**INFORMATION:** In compliance with the Oklahoma Open Meetings Act, the 9-1-1 Association must submit the regular meeting date schedules to appropriate county offices prior to December 15. The following dates represent the regular meeting date of the last Thursday of each month for the 9-1-1 ACOG Board of Directors. The Christmas/New Year holidays require a change from the last Thursday. Therefore, it is recommended that the regular December meeting date be rescheduled for December 16, 2010. The July and August meetings are combined and rescheduled for August 12, 2010. The recommended meeting place is the ACOG Conference Room at 21 E. Main Street, Suite 100, Oklahoma City, and the meeting time is 1:00 p.m. Consideration of the following recommended schedule of the regular meetings of the 9-1-1 Board of Directors for calendar year 2010 is requested:

|             |                 |
|-------------|-----------------|
| January 28  | NO JULY MEETING |
| February 25 | August 12       |
| March 25    | September 30    |
| April 29    | October 28      |
| May 27      | November 18     |
| June 24     | December 16     |

**Action Requested:** Motion to approve staff's recommendation of the proposed calendar year 2010 regularly scheduled meeting dates.



9-1-1 association of central oklahoma governments

## ATTACHMENT VI-B-2

Chair Keith Bryan  
Mustang Councilmember

Vice-Chair Ken Bartlett  
Del City Councilmember

Secretary/Treasurer Kathy McMillan  
Moore Councilmember

Executive Director  
John G. Johnson

### MEMORANDUM

**DATE:** November 13, 2009

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

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

**SUBJECT:** 2010 9-1-1 ACOG Technical Committee meeting dates

**INFORMATION:** The following is a list of proposed 9-1-1 Technical Committee regular meeting dates for the calendar year 2010. The dates are scheduled for the second Tuesday of the months of March, September and December, and the first Tuesday in June, at 9:30 a.m. in the ACOG Conference Room.

March 9  
June 1  
September 14  
December 14

**Action Requested:** Motion to approve staff's recommendation of the proposed 2010 meeting dates.



9-1-1 association of central oklahoma governments

**ATTACHMENT VI-B-3**

Chair Keith Bryan  
Mustang Councilmember

Vice-Chair Ken Bartlett  
Del City Councilmember

Secretary/Treasurer Kathy McMillan  
Moore Councilmember

Executive Director  
John G. Johnson

**MEMORANDUM**

**DATE:** November 13, 2009

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

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

**SUBJECT:** Calendar Year 2010 Operation FireSAFE Operational Committee  
& Burn Prevention Committee Regular Meetings

**INFORMATION:** To be in compliance with the Oklahoma Open Meetings Act, the Operation FireSAFE Operational Committee and Burn Prevention Committee needs to file its projected meeting schedule for 2010. The Operational Committee and Burn Prevention Committee recommend meeting the third Tuesday, every other month, at 10:00 am. Listed below are recommended meeting dates for calendar year 2010:

|            |              |
|------------|--------------|
| January 19 | July 20      |
| March 16   | September 21 |
| May 18     | November 16  |

**Action Requested:** Motion to approve staff's recommendation of the proposed 2010 meeting dates.



9-1-1 association of central oklahoma governments

## ATTACHMENT VIII

Chair Keith Bryan  
Mustang Councilmember

Vice-Chair Ken Bartlett  
Del City Councilmember

Secretary/Treasurer Kathy McMillan  
Moore Councilmember

Executive Director  
John G. Johnson

### MEMORANDUM

**DATE:** November 13, 2009

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

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

**SUBJECT:** General Status Report

#### **STATE 9-1-1 LEGISLATIVE TASK FORCE**

The next meeting of the 9-1-1 Legislative Task Force is scheduled for November 19<sup>th</sup> at 9:30 a.m. [the day of this board meeting]. Staff will provide a report at the board meeting.

#### **Wireless Tariff**

AT&T has filed revisions to their tariff for wireless 9-1-1 services. The tariff is imposed by the Oklahoma Corporation Commission to set the rate for wireless 9-1-1 services provided by AT&T. Fortunately, these revisions could be a reduction in reoccurring costs incurred by 9-1-1 ACOG. The current proposed cost revisions will be a savings of approximately \$34,000 annually for the Association. Staff does have some concerns with some of the tariff language changes, but is working with AT&T through the Corporation Commission process to resolve those issues. We have been granted leave to intervene in the Cause.

#### **Update on Wireless Accuracy Testing Methods and Preliminary Results**

Since September 2008, staff has been conducting Wireless Accuracy Testing with each of the eight wireless carriers and their 2,584 wireless tower sectors in the region. This process is based upon similar methods used by the Tarrant County 9-1-1 District in Ft. Worth, Texas.

Utilizing wireless phones from each of the wireless network carriers a "drive tester" places test 9-1-1 calls from a fixed location.

Staff at the 9-1-1 answering point record the data received by the call (such as routing information, location, etc...). The data collected is placed into a database for measurement and accountancy of the test. Staff then utilizes the data to work with the wireless carriers to correct inaccuracies discovered in the testing.

Issues that are discovered and addressed include:

- Incorrect location/address information being provided
- Mapping inaccuracies
- Database interface problems
- Incorrect wireless carrier identifiers
- Incorrect procedures in transferring 9-1-1 calls by some 9-1-1 centers
- Incorrect routing of the 9-1-1 call by the wireless carrier or their third-party database provider

Preliminary accuracy discovered from the initial 1,344 test calls that have been conducted are:

- 81.18% of the tested wireless 9-1-1 calls plotted within 50-100 meters of the tester's actual location
- 90.63% of the tested wireless 9-1-1 calls plotted within 150-300 meters of the tester's actual location