



9-1-1 association of central oklahoma governments

Chair Ken Bartlett
Del City Councilmember

Vice-Chair David Dirkschneider
Warr Acres Councilmember

Secretary/Treasurer Linda Molsbee
Newcastle Vice-Mayor

Executive Director
John G. Johnson

AGENDA

9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS
January 26, 2012, 1:00 p.m.
ACOG Conference Room
21 E. Main Street, Suite 100, Oklahoma City, Oklahoma 73104

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES – DECEMBER 15, 2011 meeting ([Attachment III](#))
- IV. COMMUNICATIONS
 - A. CHAIRMAN
 - B. EXECUTIVE DIRECTOR
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. FINANCE REPORT – JANUARY 2012 CLAIMS ([Attachment VI](#))

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$354,608.57 for the month of January. 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 January claims against the Association.

VII. CONTRACT WITH THE UNIVERSITY OF OKLAHOMA FOR 911 SYSTEM AND SERVICES

INFORMATION: The University of Oklahoma has approached 9-1-1 ACOG about enhancing the 9-1-1 services being provided on the Norman campus. Currently, 9-1-1 calls utilizing the campus phone system are directed to Campus Police (OUPD). OUPD is looking to become part of the regional system to fully incorporate enhanced 9-1-1 services, which includes additional 9-1-1 information, mapping and a more robust disaster recovery option. Staff is recommending a service model similar to that the Association has with EMSA. The proposed service model is that the University will reimburse 9-1-1 ACOG for all expenses associated with their 9-1-1 operation, plus an additional ten percent (10%) administrative/management fee.

Action Requested: Authorization for the Executive Director to negotiate and execute a contract with the University of Oklahoma to provide an enhanced 9-1-1 system and services.

VIII. GENERAL STATUS REPORT

INFORMATION: Staff will provide an update on current projects to the Board.

Action Requested: None

IX. NEW BUSINESS

X. ADJOURN

MINUTES
9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS MEETING
ACOG CONFERENCE ROOM, OKLAHOMA CITY, OKLAHOMA
December 15, 2011

The regular meeting of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:04 p.m., on December 15, in the ACOG Conference Room, 21 E. Main St., Suite 100, Oklahoma City, Oklahoma. The meeting was held as indicated by advance notice filed with the Oklahoma County Clerk and by notice posted at the ACOG offices at least 24 hours prior to the meeting.

PRESIDING

Vice-Chairman David Dirkschneider, Councilmember, Warr Acres

MEMBERS PRESENT

Hon. James Woodard, Councilmember, Arcadia
Hon. Phil Shirey, Councilmember, Bethany
Hon. Roger Malone, Councilmember, Choctaw
Hon. Elizabeth Waner, Councilmember, Edmond
Hon. Marianne Yarbrough, Trustee, Forest Park
Hon. John Wood, Councilmember, Guthrie
Hon. Ray Poland, Mayor, Jones City
Hon. Jack Fry, Mayor, Midwest City
Hon. Linda Molsbee, Vice-Mayor, Newcastle
Hon. Peter Hoffman, Councilmember, Nichols Hills
Hon. Robert Pittman, Mayor, Nicoma Park
Hon. Tom Kovach, Councilmember, Norman
Hon. Bobby Cleveland, Mayor, Slaughterville
Hon. Mary Smith, Councilmember, Tuttle
Hon. David Bennett, Mayor, The Village
Hon. John Alberts, Councilmember, Yukon
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. Matt White, Mayor, El Reno
Hon. Bill Lisby, Councilmember, Harrah
No Designee, Lake Aluma
Hon. Mark Easton, Councilmember, Lexington
Hon. Kim Bourns, Trustee, Luther
Hon. Kathy McMillan, Councilmember, Moore
Hon. Jay Adams, Councilmember, Mustang
Hon. Gary Hayes, Mayor, Noble
Hon. Valerie Thomerson, Mayor, Piedmont
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. David Anderson, Commissioner, Canadian County

GUESTS

Mary Murphey, Logan County Commissioner's Office
Wayne Murphey, Logan County Commissioner's Office
Col. Stephen D. Wood, Vice Base Commander, TAFB
Cathy R. Scheirman, Dep. Base Civil Eng., TAFB
Bill Dalke, TAFB
Stan Wierczorek, Trustee, Cedar Valley
Alma Brown, Private Citizen
Leslie Swinerton, Vice-Mayor, Geary
Katherine Gouker, AT&T
Joh Roberts, Principal, TIP Strategies
Alex Cox, Sr. Consultant, TIP Strategies
Elizabeth Warren, Consultant, TIP Strategies

STAFF

John G. Johnson, Executive Director
Tracy Case, Executive Assistant to the Executive Director
Debbie Cook, Finance Director
Stephen M. Willoughby, E9-1-1 & Public Safety Division Director
Anita Kroth, Administrative Assistant
Barbara Hurdman, Administrative Assistant
Brent Hawkinson, 9-1-1 Programs Manager
Chris Camp, 9-1-1 Technology Coordinator
Alicia Nicely, 9-1-1 GIS Manager
Ryan Poots, 9-1-1 GIS Specialist
Lysa Kimbrough, 9-1-1 Education Coordinator
Doug Rex, Division Director, Transportation Planning Services (TPS)
Beverly Garner, Administrative Assistant, TPS
Ken Brown, CIP Project Coordinator
Jerry Church, Public Information Coordinator

I. CALL TO ORDER

Vice-Chairman David Dirkschneider called the meeting to order at 1:04 p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

John Johnson introduced the guests.

III. APPROVAL OF MINUTES – NOVEMBER 17, 2011

Director Bobby Cleveland, Slaughterville, made a motion to approve the minutes of the November 17, 2011, 9-1-1 Board of Directors meeting. Director Linda Molsbee, Newcastle, seconded the motion. The motion carried with the following votes:

AYE: Woodard, Shirey, Waner, Yarbrough, Wood, Poland, Fry, Molsbee, Hoffman, Pittman, Kovach, B. Cleveland, Smith, Dirkschneider, Alberts, R. Cleveland, Sharpton and Johnson

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

CHAIRMAN' S REPORT - None

EXECUTIVE DIRECTOR'S REPORT - None

V. HEARING DELEGATIONS OR CITIZENS

None

VI. FINANCE REPORT – DECEMBER 2011 CLAIMS

John Johnson reported that there was an Amendment to the December 2011 Claims List in the amount of \$283,592.74, which increased the total from \$178,132.98 as previously reported in item VI to \$461,725.72, and said the amended Claims List should be considered when accepting the finance report and approving payment of the December Claims List against the Association.

Director Ray Poland made a motion to accept the finance report, and approve payment of the December claims including the Amendment to the December Claims List against the Association. Director Elizabeth Waner, Edmond, seconded the motion. The motion carried with the following votes:

AYE: Woodard, Shirey, Waner, Yarbrough, Wood, Poland, Fry, Molsbee, Hoffman, Pittman, Kovach, B. Cleveland, Smith, Dirkschneider, Alberts, R. Cleveland, Sharpton and Johnson

NAY: None

ABSTAIN: None

VII. GENERAL STATUS REPORT

Stephen Willoughby highlighted the general status report provided in a memorandum provided at the meeting.

VIII. NEW BUSINESS

None

IX. ADJOURN

Director Ray Poland made a motion to adjourn. Director Jack Fry, Midwest City, seconded the motion. The motion carried with the following votes:

AYE: Woodard, Shirey, Waner, Yarbrough, Wood, Poland, Fry, Molsbee, Hoffman, Pittman, Kovach, B. Cleveland, Smith, Dirkschneider, Alberts, R. Cleveland, Sharpton and Johnson

NAY: None

ABSTAIN: None

The meeting adjourned at 1:20 p.m.

ADOPTED THIS 26th DAY OF JANUARY 2011.

CHAIRMAN

SECRETARY-TREASURER

BE IT RESOLVED, that on this 26th day of January 2012, 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	\$ 190,834.96	
Accounting & Auditing	2,000.00	
Consultant	6,400.00	
Copier	1,593.55	
Deposit Corrections	(45.02)	
Development	1,709.00	
Mileage	612.23	
Parking	64.50	
Postage	1,126.47	
Printing	(290.00)	
Professional Dues	760.00	
Public Education	51.64	
Repairs and Maintenance	(78.00)	
Special Projects - Institute	1,160.00	
Storage	4.55	
Supplies	144.06	
Telephone	1,094.97	
Travel	4,599.64	
	<hr/>	
<i>Total MSAG/Education/Training</i>		\$ 211,742.55
OKC Professional Services Agreement		26,129.65
		<hr/>
Total ACOG Administrative Services		\$ 237,872.20

9-1-1 Operating/Maintenance

AT&T (Network, Database)	\$ 44,135.91	
AT&T (GeoComm Maintenance)	5,512.58	
AT&T (Ali Fax Service-Dec & Jan)	246.58	
AT&T (DSL Connection)	113.79	
AT&T (Tribbey Circuit)	90.00	
Bank of Oklahoma	58,805.01	
Cox Communications	4,492.04	
Language Line	274.07	
Logix Communications	199.32	
McLoud Telephone	280.00	
MTM Solutions, Inc. (Contractor)	360.00	
Oklahoma Communication Systems	1,217.67	
Pioneer Telephone (9-1-1 Trunks)	797.12	
Pottawatomie Telephone Co (Tribbey Circuits)	138.02	
Windstream	74.26	
	<hr/>	
<i>Total 9-1-1 Operating/Maintenance</i>		116,736.37
Total January Claims		\$ 354,608.57
		<hr/>

ATTEST:

 CHAIRMAN

 SECRETARY-TREASURER

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

DECEMBER 2011

Arcadia	\$ 12.17
Bethany	636.19
Choctaw	347.64
Cleveland Co.	354.60
Del City	563.18
Edmond	3,566.82
El Reno	799.60
Forest Park	36.51
Guthrie	493.68
Harrah	172.09
Jones City	78.22
Lexington	50.41
Midwest City	1,597.42
Moore	1,569.61
Mustang	540.59
Newcastle	243.35
Nichols Hills	180.77
Nicoma Park	73.00
Noble	166.87
Norman	3,290.36
Oklahoma Co.	643.16
Piedmont	189.46
Slaughterville	111.25
Spencer	97.34
The Village	262.47
Tinker Air Force Base	8.69
Tuttle	168.61
Warr Acres	340.69
Woodlawn Park	5.22
Yukon	782.19
	<hr/>
Total December Disbursements	\$ 17,382.16

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED DECEMBER 31, 2011**

	<u>OPERATING ACCOUNT</u>	<u>SAVINGS ACCOUNT</u>	<u>ESCROW</u>	<u>CD</u>	<u>TOTAL</u>
Beginning Balance <i>December 1, 2011</i>					
Cash on Deposit	\$ 1,803,078.27	\$ 4,537,694.62	\$ 705,840.79	\$ 99,859.82	\$ 7,146,473.50
Cash Receipts					
Fee Income	\$ 115,665.50	\$ -	\$ -	\$ -	\$ 115,665.50
Fee Income - Wireless	238,565.69				238,565.69
Contracts	14,654.94				14,654.94
Transfers of Funds					-
Interest Earned	16.42	633.01	17.79		667.22
Miscellaneous	54.60				54.60
Total Cash Receipts	<u>\$ 368,957.15</u>	<u>\$ 633.01</u>	<u>\$ 17.79</u>	<u>\$ -</u>	<u>\$ 369,607.95</u>
Total Cash Available	\$ 2,172,035.42	\$ 4,538,327.63	\$ 705,858.58	\$ 99,859.82	\$ 7,516,081.45
Cash Disbursements					
Claims/Operating Expense	\$ 461,725.72		\$ -	\$ -	\$ 461,725.72
9-1-1 Fund Disbursement	17,382.16				17,382.16
Transfers of Funds					-
Miscellaneous					-
Total Cash Disbursements	<u>\$ 479,107.88</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 479,107.88</u>
Ending Balance <i>December 31, 2011</i>					
Cash on Deposit	<u>\$ 1,692,927.54</u>	<u>\$ 4,538,327.63</u>	<u>\$ 705,858.58</u>	<u>\$ 99,859.82</u>	<u>\$ 7,036,973.57</u>