



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

Chair Jay Adams  
Mustang Mayor

Vice-Chair Mark Hamm  
Moore Councilmember

Secretary/Treasurer Ken Bartlett  
Del City Vice Mayor

Executive Director  
John G. Johnson

## AGENDA

### 9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS

1:00 p.m., February 25, 2016

ACOG Board Room

21 E. Main Street, Suite 100, Oklahoma City, Oklahoma 73104

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES
  - A. January 28, 2016 meeting ([Attachment III](#))
- IV. COMMUNICATIONS
  - A. CHAIRMAN
  - B. EXECUTIVE DIRECTOR
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. CONSENT DOCKET

**INFORMATION:** These items are placed on the agenda so that the Board of Directors, by unanimous consent, may designate these routine agenda items that they wish to be approved or acknowledged by one motion. If the items proposed does not meet with the approval of all Board Members, it will be heard in regular order. Staff recommends that Items VI-A - VI-D be placed on the Consent Docket.

**ACTION REQUESTED:** Motion to place Items VI-A - VI-D on the Consent Docket and approve or acknowledge these items, subject to any conditions included in the items.

A. FINANCE REPORT – FEBRUARY 2016 CLAIMS ([Attachment VI-A](#))

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$346,237.01 for the month of February. 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 authorize payment of the claims budgeted recurring expenses against the Association for the month of February.

B. GEOCOMM DMS SOFTWARE SUPPORT AND MAINTENANCE AGREEMENT RENEWAL

**INFORMATION:** Staff is recommending renewal of the software support and maintenance agreement with GeoComm for their data Management System (DMS) Tools. Our 9-1-1 GIS Staff uses these tools to update and maintain the Geographical Information System (GIS) data system in order to provide the most effective data for use with GeoLynx server and addressing responsibilities.

**Action Requested:** Motion to authorize the Executive Director to negotiate and execute a renewal agreement between 9-1-1 ACOG and GeoComm for DMS software maintenance and support at an amount not to exceed \$5,700.00, for a one year period.

C. ADDENDUM NUMBER TEN TO THE AGREEMENT BETWEEN INTRADO SYSTEMS CORP AND 9-1-1 ACOG

**INFORMATION:** Staff is recommending the execution of “Addendum Ten” with Intrado Systems Corp. The “Addendum Ten” is an addendum to the Master Service Agreement executed on August 23, 2013. This addendum is for the purpose of purchasing the products and services detailed in Intrado Quote Number Q9926v2.

**Action Requested:** Motion to authorize the Executive Director to negotiate and execute “Addendum Ten” between 9-1-1 ACOG and Intrado Systems Corp. Intrado will provide the products and services listed in Quote 9926v2 at an amount not to exceed \$42,960.10.

D. DISPOSAL OF SURPLUS ITEMS ([Attachment VI-D](#))

**INFORMATION:** On Wednesday, March 16, 2016 at 3:00 p.m., 9-1-1 ACOG will conduct a sale of surplus items if authorized by the 9-1-1 Board. A list of items is attached for 9-1-1 Board review and approval.

**Action Requested:** Motion to approve the list of surplus items for sale and to authorize a March 16, 2016 surplus sale and disposition of those items listed.

VII. GENERAL STATUS REPORT

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

**Action Requested:** None, for information only.

VIII. NEW BUSINESS

IX. ADJOURN

**NEXT 9-1-1 ACOG BOARD MEETING IS MARCH 31, 2016**

9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS

**OFFICERS**

HON. JAY ADAMS  
HON. MARK HAMM  
HON. KEN BARTLETT

CHAIR  
VICE-CHAIR  
SECRETARY/TREASURER

MUSTANG  
MOORE  
DEL CITY

CITY/ORGANIZATION	MEMBERS	ALTERNATES
ARCADIA	NO DESIGNEE	HON. JAMES WOODARD, COUNCILMEMBER
BETHANY	HON. PHILLIP SHIREY, COUNCILMEMBER	HON. BRYAN TAYLOR, MAYOR
		HON. RANDY LUINSTR, COUNCILMEMBER
CEDAR VALLEY	HON. STAN WIECZOREK, MAYOR	HON. TERRY HAMILTON, TRUSTEE
CHOCTAW	HON. ROGER MALONE, COUNCILMEMBER	HON. LARRY GOELLER, COUNCILMEMBER
		HON. JERRY BOWER, COUNCILMEMBER
DEL CITY	HON. KEN BARTLETT, VICE MAYOR	VACANT
		HON. BRIAN E. LINLEY, MAYOR
EDMOND	HON. ELIZABETH WANER, COUNCILMEMBER	HON. VICTORIA CALDWELL, COUNCILMEMBER
EL RENO	HON. MATT WHITE, MAYOR	HON. RYAN SEARS, COUNCILMEMBER
FOREST PARK	HON. MARIANNE YARBROUGH, TRUSTEE	HON. DOROTHY WINSTON, MAYOR
GUTHRIE	HON. STEVENJ. GENTLING, MAYOR	HON. JEFF TAYLOR, COUNCILMEMBER
HARRAH	HON. KIM BISHOP, COUNCILMEMBER	HON. TOM BARRON, COUNCILMEMBER
JONES CITY	HON. RAY POLAND, MAYOR	HON. MATT ELERICK, COUNCILMEMBER
LAKE ALUMA	NO DESIGNEE	VACANT
LEXINGTON	HON. DAVID ADAMS, MAYOR	VACANT
LUTHER	HON. BIRLENE LANGLEY, MAYOR	VACANT
		VACANT
MIDWEST CITY	HON. JAY DEE COLLINS, MAYOR	HON. RICK DAWKINS, COUNCILMEMBER
		HON. JAMES L. RAY, COUNCILMEMBER
MOORE	HON. MARK HAMM, COUNCILMEMBER	HON. JASON BLAIR, COUNCILMEMBER
MUSTANG	HON. JAY ADAMS, MAYOR	HON. BRIAN GRIDER, COUNCILMEMBER

CITY/ORGANIZATION	MEMBERS	ALTERNATES
NEWCASTLE	HON. GENE REID, VICE-MAYOR	HON. MIKE FULLERTON, COUNCILMEMBER
		HON. TOMMY CLAY, COUNCILMEMBER
NICHOLS HILLS	HON. PETER HOFFMAN, MAYOR	VACANT
NICOMA PARK	HON. MARK COHELL, MAYOR	HON. JIM PUMPHREY, COUNCILMEMBER
NOBLE	HON. MARGE HILL, COUNCILMEMBER	HON. GAIL HATFIELD, COUNCILMEMBER
		HON. DIANNE GRAY, COUNCILMEMBER
NORMAN	HON. CINDY ROSENTHAL, MAYOR	HON. ROBERT CASTLEBERRY, COUNCILMEMBER
		HON. LYNNE MILLER, COUNCILMEMBER
PIEDMONT	HON. JOHN BROWN, COUNCILMEMBER	HON. VALERIE THOMERSON, MAYOR
		HON. DONNIE ROBINSON, COUNCILMEMBER
SLAUGHTERVILLE	HON. JOHN KOEHLER, MAYOR	VACANT
SMITH VILLAGE	NO DESIGNEE	VACANT
		HON. KATHY JORDON, TRUSTEE
SPENCER	HON. EARNEST WARE, MAYOR	HON. MARSHA JEFFERSON, VICE MAYOR
TUTTLE	HON. MARY SMITH, COUNCILMEMBER	HON. TERESA BUCK, COUNCILMEMBER
THE VILLAGE	HON. DAVID BENNETT, MAYOR	HON. HUTCH HIBBARD, COUNCILMEMBER
VALLEY BROOK	NO DESIGNEE	VACANT
WARR ACRES	HON. JIM MICKLEY, VICE-MAYOR	HON. PATRICK WOOLLEY, MAYOR
WOODLAWN PARK	HON. JIM GILBERT, MAYOR	VACANT
YUKON	HON. MIKE MCEACHERN, COUNCILMEMBER	HON. RICHARD RUSSELL, VICE MAYOR
CANADIAN COUNTY	HON. JACK STEWART, COMMISSIONER	HON. DAVID ANDERSON, COMMISSIONER
		HON. MARK HADER, COMMISSIONER
CLEVELAND COUNTY	HON. ROD CLEVELAND, COMMISSIONER	HON. DARRY STACY, COMMISSIONER
		HON. HAROLD HARALSON, COMMISSIONER
LOGAN COUNTY	HON. MARVEN GOODMAN, COMMISSIONER	HON. MICHAEL PEARSON, COMMISSIONER
		HON. MONTY PIEARCY, COMMISSIONER
OKLAHOMA COUNTY	HON. WILLA JOHNSON, COMMISSIONER	HON. BRAIN MAUGHAN, COMMISSIONER

**MINUTES**  
**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS**  
**BOARD OF DIRECTORS MEETING**  
**ACOG BOARD ROOM, OKLAHOMA CITY, OKLAHOMA**  
**JANUARY 28, 2016**

The regular meeting of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:00 p.m., on January 28, 2016, in the ACOG Board 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**

Chair Hon. Jay Adams, Mayor, Mustang

**MEMBERS PRESENT**

Hon. James Woodard, Councilmember, Arcadia  
Hon. Stan Wieczorek, Mayor, Cedar Valley  
Hon. Ken Bartlett, Vice Mayor, Del City  
Hon. Elizabeth Waner, Councilmember, Edmond  
Hon. Kim Bishop, Councilmember, Harrah  
Hon. Marianne Yarbrough, Trustee, Forest Park  
Hon. Ray Poland, Mayor, Jones City  
Hon. Jay Dee Collins, Mayor, Midwest City  
Hon. Mark Hamm, Councilmember, Moore  
Hon. Gene Reid, Vice-Mayor, Newcastle  
Hon. Robert Castleberry, Councilmember, Norman  
Hon. David Bennett, Mayor, The Village  
Hon. Mary Smith, Councilmember, Tuttle  
Hon. Jim Mickley, Councilmember, Warr Acres  
Hon. Mike McEachern, Councilmember, Yukon  
Hon. Mark Hader, Commissioner, Canadian County  
Hon. Rod Cleveland, Commissioner, Cleveland County  
Hon. Mike Pearson, Commissioner, Logan County  
Hon. Marven Goodman, Commissioner, Logan County

**MEMBERS ABSENT**

Hon. Phillip Shirey, Councilmember, Bethany  
Hon. Roger Malone, Councilmember, Choctaw  
Hon. J. T. Chronister, Councilmember, El Reno  
Hon. Steven Gentling, Mayor, Guthrie  
Hon. David Adams, Mayor, Lexington  
Hon. Birlene Langley, Mayor, Luther  
Hon. Peter Hoffman, Mayor, Nichols Hills

## **MEMBERS ABSENT (continued)**

Hon. Dianne Gray, Vice-Mayor, Noble  
Hon. Jim Pumphrey, Councilmember, Nicoma Park  
Hon. John Brown, Councilmember, Piedmont  
Hon. John Koehler, Mayor, Slaughterville  
Hon. Kathy Jordon, Trustee, Smith Village  
Hon. Earnest Ware, Mayor, Spencer  
Hon. Jim Gilbert, Mayor, Woodlawn Park  
Hon. David Anderson, Commissioner, Canadian County  
Hon. Jack Stewart, Commissioner, Canadian County  
Hon. Harold Haralson, Commissioner, Cleveland County

## **GUESTS**

## **STAFF**

John G. Johnson, Executive Director  
Barbara Hurdman, 9-1-1 Analyst  
Brent Hawkinson, 9-1-1 Division Director  
Robin Murray, 9-1-1 Programs Manager  
Lysa Baker, 9-1-1 Education Coordinator  
Chris Camp, 9-1-1 Systems Support Manager  
Beverly Garner, Executive Assistant, TPS  
Julie Smedlund, IT Division Director  
Jennifer McCollum, Communications Director  
Debbie Cook, Finance Director

### **I. CALL TO ORDER**

Chair Jay Adams called the meeting to order at 1:00 p.m. A quorum was present.

### **II. INTRODUCTION OF GUESTS**

None.

### **III. APPROVAL OF MINUTES – REGULAR MEETING DECEMBER 17, 2015**

Director Ray Poland made a motion to approve the minutes of the December 17, 2015 9-1-1 Board of Directors meeting. Director Gene Reid seconded the motion. The motion carried with the following votes:

AYE: Adams, Bartlett, Bennett, Bishop, Castleberry, Cleveland, Collins, Goodman, Hader, Hamm, McEachern, Mickley, Poland, Reid, Smith, Waner, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

None

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. CONSENT DOCKET (VI-A)

Chair Jay Adams presented the Consent Docket and said staff recommended that item VI-A be placed on the Consent Docket, and if this item that is proposed does not meet with the approval of all Board Members, it will be heard in regular order.

VI-A FINANCE REPORT- JANUARY 2016 CLAIMS

Chair Jay Adams reported that there was an Amendment to the January 2016 Claims List in the amount of \$262,461.19 increasing the Claims List from \$67,843.45 as previously reported in Item VI-A to \$330,304.64. He said the Amended Claims List should be considered when accepting the finance report and approving payment of the January claims against the Association.

Director Ray Poland made a motion to place item VI-A on the Consent Docket and approve or acknowledge this item, subject to any conditions included in the item and the Amendment to the January 2016 claims. Director Mary Smith seconded the motion. The motion carried with the following votes:

AYE: Adams, Bartlett, Bennett, Bishop, Castleberry, Cleveland, Collins, Goodman, Hader, Hamm, McEachern, Mickley, Poland, Reid, Smith, Waner, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

VII. GENERAL STATUS REPORT

Staff gave an update to the 9-1-1 Board on the General Status Report.

VIII. NEW BUSINESS

None



IX. ADJOURN

Director Ray Poland made a motion to adjourn. Director Mark Hamm seconded the motion. The motion carried with the following votes:

AYE: Adams, Bartlett, Bennett, Bishop, Castleberry, Cleveland, Collins, Goodman, Hader, Hamm, McEachern, Malone, Mickley, Poland, Reid, Smith, Waner, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

There being no further business, the meeting adjourned at 1:05 p.m.

ADOPTED THIS 25th DAY OF FEBRUARY, 2016.

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CHAIRMAN

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SECRETARY-TREASURER

***BE IT RESOLVED, that on this 25th day of February 2016, 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	\$ 74,957.39	
Auditing	557.48	
Consultant	6,400.00	
Mileage	107.53	
Professional Dues	137.00	
Special Projects - Institute	16.20	
Supplies	146.49	
Telephone & Internet	1,260.28	
<i>Total MSAG/Education/Training</i>		\$ 83,582.37
<i>Items in 9-1-1 ACOG Budget</i>		-
OKC Professional Services Agreement		\$ -
Total ACOG Administrative Services		\$ 83,582.37

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

AT&T (Network, Database)	\$ 69,251.50	
AT&T (Tribbey Circuit)	90.00	
AT&T (Network Reconfiguration to Primary)	1,800.00	
Cox Communications	19,131.58	
Hinton Telephone Company	492.40	
Intrado (Maintenance)	161,123.90	
Language Line	742.52	
Logix Communications	199.32	
McLoud Telephone	286.05	
MIDCON Recovery Solutions, LLC (Maintenance)	4,282.50	
Pioneer Telephone (9-1-1 Trunks )	290.00	
Pottawatomie Telephone Co (Tribbey Circuits)	138.02	
TierPoint Oklahoma, LLC (Maintenance)	4,750.00	
Windstream	76.85	
<i>Total 9-1-1 Operating/Maintenance</i>		\$ 262,654.64
Total February Claims		\$ 346,237.01

ATTEST:

\_\_\_\_\_  
CHAIRMAN

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

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
CASH STATUS REPORT  
FOR THE MONTH ENDED JANUARY 31, 2016**

	<b>OPERATING ACCOUNT</b>	<b>SAVINGS ACCOUNT</b>	<b>CD</b>	<b>TOTAL</b>
Beginning Balance <i>January 1, 2016</i>				
Cash on Deposit	\$ 8,332,150.80	\$ 4,555,216.99	\$ 99,859.82	\$ 12,963,174.34
Cash Receipts				
Fee Income	\$ 70,153.55	\$ -	\$ -	\$ 70,153.55
Fee Income - Wireless & VoIP	275,050.51			275,050.51
Contracts	-			-
Transfers of Funds				-
Interest Earned	12.71	201.93		214.64
Miscellaneous	1,332.30			1,332.30
Total Cash Receipts	\$ 346,549.07	\$ 201.93	\$ -	\$ 346,751.00
Total Cash Available	\$ 8,678,699.87	\$ 4,555,418.92	\$ 99,859.82	\$ 13,309,925.34
Cash Disbursements				
Claims/Operating Expense	\$ 330,304.64	\$ -	\$ -	\$ 330,304.64
9-1-1 Fund Disbursement	14,079.50			14,079.50
Transfers of Funds				-
Miscellaneous - Void Check	-			-
Total Cash Disbursements	\$ 344,384.14	\$ -	\$ -	\$ 344,384.14
Ending Balance <i>January 31, 2016</i>				
Cash on Deposit	<u>\$ 8,334,315.73</u>	<u>\$ 4,555,418.92</u>	<u>\$ 99,859.82</u>	<u>\$ 12,965,541.20</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS**  
**DISBURSEMENT OF FUND BALANCE**  
**JANUARY 2016**

Arcadia	\$ 5.63
Bethany	384.37
Choctaw	285.81
Cleveland Co.	344.95
Del City	456.18
Edmond	3,007.37
El Reno	708.18
Forest Park	28.16
Guthrie	347.78
Harrah	140.79
Jones City	59.14
Lexington	39.42
Midwest City	1,123.54
Moore	1,305.17
Mustang	456.18
Newcastle	204.16
Nichols Hills	112.63
Nicoma Park	53.51
Noble	136.57
Norman	2,668.08
Oklahoma Co.	650.47
Piedmont	145.02
Slaughterville	84.48
Spencer	74.62
The Village	225.27
Tuttle	119.67
Warr Acres	257.65
Woodlawn Park	4.23
Yukon	650.47
<b>Total January Disbursements</b>	<b>\$ 14,079.50</b>

**ACOG**

**Association of Central Oklahoma Governments**

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(405) 234-2264 Fax: (405) 234-2200 TDD: 7-1-1 Statewide  
www.acogok.org e-mail: acog@acogok.org

**MEMORANDUM**

**DATE:** February 25, 2016  
**TO:** 9-1-1 ACOG Board of Directors  
**FROM:** Debbie Cook, Director of Finance  
**SUBJECT:** Disposal of Surplus Items

**INFORMATION:** On Wednesday, March 16, 2016 at 3:00 p.m., 9-1-1 ACOG will conduct a sale of surplus items if authorized by the 9-1-1 Board. A list of items is attached for 9-1-1 Board review and approval.

These items will be sold to the highest bidder, and must be picked up within one week (March 23) after the sale. Items may be inspected at any time before 3:00 p.m. on March 16, at which time, sealed bids will be opened. Serviceable items that receive no bids will be donated to charitable organizations, and unserviceable items will be recycled or disposed of as garbage.

**ACTION REQUESTED:** Motion to approve the list of surplus items for sale and to authorize a March 16, 2016 surplus sale and disposition of those items listed.

### List of Surplus Items

HP	Elite Minitower 8000	Core 2 Duo E7500 2.93ghz	4gb	148gb	No included operating System	PCTower025
HP	Elite Minitower 8000	Core 2 Duo E7500 2.93ghz	4gb	148gb	No included operating System	PCTower026
HP	Elite Minitower 8000	Core 2 Duo E7500 2.93ghz	4gb	148gb	No included operating System	PCTower028
HP	Elite Minitower 8000	Core 2 Duo E7500 2.93ghz	4gb	148gb	No included operating System	PCTower029
HP	Compaq 600 Pro Minitower	Intel Core 2 Duo E8500 3.16ghz	4gb	148gb	No included operating System	PCTower030
HP	Compaq 600 Pro Minitower	Intel Core 2 Duo E8500 3.16ghz	4gb	148gb	No included operating System	PCTower031