



9-1-1 Association of Central Oklahoma Governments

Chair Mark Hamm
Moore Councilmember

Vice-Chair Ken Bartlett
Del City Vice Mayor

Secretary/Treasurer Elizabeth Waner
Edmond Councilmember

Executive Director
John G. Johnson

AGENDA

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

1:00 p.m., October 27, 2016

ACOG Board Room

21 E. Main Street Suite 100, Oklahoma City, Oklahoma 73104-2405

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES
 - A. September 29, 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 these items proposed do not meet with the approval of all Board Members, they will be heard in regular order. Staff recommends that Items VI-A – VI-E be placed on the Consent Docket.

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

A. FINANCE REPORT - OCTOBER 2016 CLAIMS ([ATTACHMENT VI-A](#))

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$77,753.25 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 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 October.

B. GEOCOMM GEOLYNX SERVER SUPPORT RENEWAL

INFORMATION: Staff is requesting authorization to renew the GeoComm Geolynx Server Contract that expires on November 31, 2016. This includes GeoLynx Server (2 Active, 1 passive) and 64 Server Dispatch Modules and 6 Additional Geolynx Server Dispatch Modules (purchased August 2014 and July 2015).

ACTION REQUESTED: Authorization for the Executive Director to execute the GeoLynx Server support renewal with GeoComm for items and services outlined above in an amount not to exceed \$96,172.00.

C. WEST 911 SYSTEM ANNUAL MAINTENANCE AND SUPPORT AGREEMENT

INFORMATION: Staff is requesting authorization to renew the annual maintenance and support agreement with West. This agreement provides for tier two and tier three remote system support, updates to software, and system component monitoring. This expense was contemplated and included in the approved 911 FY 2016-2017 budget and work program.

ACTION REQUESTED: Motion to authorize the Executive Director to negotiate and execute an agreement with West for annual maintenance and support in the amount not to exceed \$206,291.10.

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

INFORMATION: On Wednesday, November 9, 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 on November 9, 2016 surplus sale and disposition of those items listed.

E. BIDDLE CONSULTING GROUP (CRITICAL) ANNUAL CONTRACT

INFORMATION: Staff is requesting authorization to sign an annual contract with Biddle Consulting Group (Critical) for licensing fee, updates and upgrades, and technical support for the PSAP Dispatcher/Call Taker Hiring Process. The software can be used as training for new dispatchers or as a selection tool for dispatcher/Call taker settings.

ACTION REQUESTED: Motion to authorize the Executive Director to negotiate and execute an agreement with Biddle Consulting Group (Critical) for an annual licensing fee, updates and upgrades and technical support not to exceed the amount of \$19,950.00.

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 at 1:00 p.m. Thursday, November 17, 2016

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

OFFICERS

HON. MARK HAMM
HON. KEN BARTLETT
HON. ELIZABETH WANER

CHAIR
VICE-CHAIR
SECRETARY/TREASURER

MOORE
DEL CITY
EDMOND

CITY/ORGANIZATION	MEMBERS	ALTERNATES
ARCADIA	HON. JAMES WOODARD, MAYOR	VACANT
BETHANY	HON. PHILLIP SHIREY, COUNCILMEMBER	HON. BRYAN TAYLOR, MAYOR
		HON. RANDY LUINSTRA, 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. CECILIA TAFT, MAYOR	HON. BIRLENE LANGLEY, TRUSTEE
MIDWEST CITY	HON. MATT DUKES, MAYOR	HON. RICK DAWKINS, COUNCILMEMBER
		HON. DANIEL MCCLURE, COUNCILMEMBER
MOORE	HON. MARK HAMM, COUNCILMEMBER	HON. GLENN LEWIS, COUNCILMEMBER
		ANY MOORE 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. JIM PUMPHREY, COUNCILMEMBER	HON. MARK COCHELL, MAYOR
NOBLE	HON. MARGE HILL, COUNCILMEMBER	HON. GAIL HATFIELD, COUNCILMEMBER
		HON. DIANNE GRAY, COUNCILMEMBER
NORMAN	HON. LYNNE MILLER, MAYOR	HON. ROBERT CASTLEBERRY, COUNCILMEMBER
PIEDMONT	HON. JOHN BROWN, COUNCILMEMBER	HON. VALERIE THOMERSON, MAYOR
		HON. KEVAN BLASDEL, 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. MARC HADER, COMMISSIONER	HON. JACK STEWART, COMMISSIONER
		HON. DAVID ANDERSON, 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
		HON. RAYMOND VAUGHN, COMMISSIONER

MINUTES
9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS MEETING
ACOG BOARD ROOM, OKLAHOMA CITY, OKLAHOMA
SEPTEMBER 29, 2016

The regular meeting of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:02 p.m., on September 29, 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. Mark Hamm, Councilmember, Moore

MEMBERS PRESENT

Hon. James Woodard, Mayor, Arcadia
Hon. Stan Wieczorek, Mayor, Cedar Valley
Hon. Roger Malone, Councilmember, Choctaw
Hon. Ken Bartlett, Vice Mayor, Del City
Hon. Victoria Caldwell, Councilmember, Edmond
Hon. Matt Dukes, Mayor, Midwest City
Hon. Brian Grider, Councilmember, Mustang
Hon. Gene Reid, Councilmember, Newcastle
Hon. Kevan Blasdel, Councilmember, Piedmont
Hon. David Bennett, Mayor, The Village
Hon. Mike McEachern, Councilmember, Yukon
Hon. Mark Hader, Commissioner, Canadian County
Hon. Rod Cleveland, Commissioner, Cleveland County
Hon. Mike Pearson, Commissioner, Logan County

MEMBERS ABSENT

Hon. Phillip Shirey, Councilmember, Bethany
Hon. Matt White, Mayor, El Reno
Hon. Marianne Yarbrough, Trustee, Forest Park
Hon. Steven Gentling, Mayor, Guthrie
Hon. Kim Bishop, Councilmember, Harrah
Hon. Ray Poland, Mayor, Jones City
Hon. David Adams, Mayor, Lexington
Hon. Birlene Langley, Trustee, Luther
Hon. Jay Adams, Mayor, Mustang
Hon. Jim Pumphrey, Councilmember, Nicoma Park

MEMBERS ABSENT CONT.

Hon. Peter Hoffman, Mayor, Nichols Hills
Hon. Dianne Gray, Vice-Mayor, Noble
Hon. Robert Castleberry, Councilmember, Norman
Hon. John Koehler, Mayor, Slaughterville
Hon. Kathy Jordon, Trustee, Smith Village
Hon. Earnest Ware, Mayor, Spencer
Hon. Mary Smith, Councilmember, Tuttle
Hon. Patrick Woolley, Mayor, Warr Acres
Hon. Jim Gilbert, Mayor, Woodlawn Park
Hon. Marven Goodman, Commissioner, Logan County
Hon. Ray Vaughn, Commissioner, Oklahoma County

GUESTS

Hon. Kris Hyde, Golsby
Hon. Larry Maples, Union City

STAFF

John G. Johnson, Executive Director
Barbara Hurdman, 9-1-1 Analyst
Mike Davis, 9-1-1 GIS Manager
Tanner Jones, 9-1-1 GIS Tech
Chris Camp, 9-1-1 Systems Support Manager
Beverly Garner, Executive Assistant, TPS
Jennifer McCollum, Communications Director
Debbie Cook, Finance Director
Julie Smedlund, Division Director IGS &HRA

I. CALL TO ORDER

Director Mark Hamm called the meeting to order at 1:11 p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

Introduction of guests was made by John Johnson.

III. APPROVAL OF MINUTES – REGULAR MEETING JUNE 30, 2016

Director David Bennett made a motion to approve the minutes of the August 11, 2016 9-1-1 Board of Directors meeting. Director Kevan Blasdel seconded the motion. The motion carried with the following votes:

AYE: Bartlett, Bennett, Blasdel, Caldwell, Cleveland, Dukes, Grider, Hamm, McEachern, Malone, Pearson, Reid, Wieczorek and Woodard

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

John Johnson gave a brief discussion on the 9-1-1 Authority Management and what the job will consist of.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. CONSENT DOCKET (VI-A –VI-C)

Director Mark Hamm presented the Consent Docket and said staff recommended that items VI-A through VI-C be placed on the Consent Docket, and if these items proposed do not meet with the approval of all Board Members, they will be heard in regular order.

VI-A FINANCE REPORT- SEPTEMBER/AUGUST 2016 CLAIMS

VI-B WEST ADDITIONAL TRAINING POSITION EXPANSION FOR ACOG NEW LOCATION

VI-C RENEWAL OF SYSAID (CLOUD, ANNUAL) ITSM EDITION PACKAGE

Director Gene Reid made a motion to place items VI-A through VI-C on the Consent Docket and approve or acknowledge this item, subject to any conditions included in the items. Director David Bennett seconded the motion. The motion carried with the following votes:

AYE: Bartlett, Bennett, Blasdel, Caldwell, Cleveland, Dukes, Grider, Hamm, McEachern, Malone, Pearson, Reid, Wieczorek and Woodard

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 Ken Bartlett made a motion to adjourn. Director David Bennett seconded the motion. The motion carried with the following votes:

AYE: Bartlett, Bennett, Blasdel, Caldwell, Cleveland, Dukes, Grider, Hader, Hamm,
McEachern, Malone, Pearson, Reid, Wieczorek and Woodard

NAY: None

ABSTAIN: None

There being no further business, the meeting adjourned at 1:20 p.m.

ADOPTED THIS 27TH DAY OF OCTOBER, 2016

CHAIRMAN

SECRETARY-TREASURER

BE IT RESOLVED, that on this 27th day of Oct 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

9-1-1 Operating/Maintenance

AT&T (Network, Database)	\$ 43,213.29	
AT&T (Tribbey Circuit)	90.00	
Cox Communications	20,772.52	
Hinton Telephone Company	246.20	
Language Line	1,010.48	
McLoud Telephone	286.05	
MIDCON Recovery Solutions, LLC (Maintenance)	4,282.50	
Pioneer Telephone (9-1-1 Trunks)	260.60	
Pioneer Long Distance (Meet Point El Reno to Newcastle)	206.72	
Pottawatomie Telephone Co (Tribbey Circuits)	138.02	
SysAid Technologies LTD (Supplies)	2,370.00	
TierPoint Oklahoma, LLC (Maintenance)	4,750.00	
WEX Fleet Services	50.07	
Windstream	76.80	
<i>Total 9-1-1 Operating/Maintenance</i>		<u>\$ 77,753.25</u>
<i>Total Oct Claims</i>		<u>\$ 77,753.25</u>

ATTEST:

CHAIRMAN

SECRETARY-TREASURER

9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED SEPTEMBER 30, 2016

	OPERATING ACCOUNT	SAVINGS ACCOUNT	CD	TOTAL
Beginning Balance <i>September 1, 2016</i>				
Cash on Deposit	\$2,255,203.20	\$ 4,557,564.27	\$ 99,859.82	\$6,912,627.29
Cash Receipts				
Fee Income	\$ 72,054.34	\$ -	\$ -	\$ 72,054.34
Fee Income - Wireless & VoIP	632,276.50			632,276.50
Contracts	69,941.22			69,941.22
Transfers of Funds				-
Interest Earned	12.69	747.90		760.59
Miscellaneous	857.70			857.70
Total Cash Receipts	\$ 775,142.45	\$ 747.90	\$ -	\$ 775,890.35
Total Cash Available	\$ 3,030,345.65	\$ 4,558,312.17	\$ 99,859.82	\$ 7,688,517.64
Cash Disbursements				
Claims/Operating Expense	\$ 109,769.17	\$ -	\$ -	\$ 109,769.17
9-1-1 Fund Disbursement	14,079.50			14,079.50
Transfers of Funds				-
Miscellaneous - Void Check	-			-
Total Cash Disbursements	\$ 123,848.67	\$ -	\$ -	\$ 123,848.67
Ending Balance <i>September 30, 2016</i>				
Cash on Deposit	<u>\$ 2,906,496.98</u>	<u>\$ 4,558,312.17</u>	<u>\$ 99,859.82</u>	<u>\$ 7,564,668.97</u>

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

Bethany	\$ 451.95
Cleveland Co.	447.73
Del City	504.05
Edmond	2,059.83
El Reno	568.81
Guthrie	1,054.55
Midwest City	1,309.39
Moore	1,382.61
Mustang	463.22
Newcastle	215.42
Nichols Hills	88.70
Noble	152.06
Norman	2,748.32
Oklahoma Co.	1,195.35
The Village	215.42
Tuttle	156.28
Warr Acres	237.94
Yukon	<u>827.87</u>
Total September Disbursements	<u><u>\$ 14,079.50</u></u>

ACOG

Association of Central Oklahoma Governments

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www.acogok.org e-mail: acog@acogok.org

MEMORANDUM

DATE: October 27, 2016
TO: 9-1-1 ACOG Board of Directors
FROM: Julie Smedlund, Division Director, IGS and HRA
SUBJECT: Disposal of Surplus Items

INFORMATION: On Wednesday, November 9, 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 (November 16) after the sale. Items may be inspected at any time before 3:00 p.m. on November 9, at which time, sealed bids will be opened. Serviceable items that receive no bids will be donated to charitable organizations.

ACTION REQUESTED: Motion to approve the list of surplus items for sale and to authorize a November 9, 2016 surplus sale and disposition of those items listed.

List of Surplus Items

5	CPR Prompt 5 Adult/Child Manikins
2	Infant Manikins

Description of Manikins:

- Professional-quality manikin at a fraction of the cost! Comprehensive design allows for practice of Heimlich maneuver and abdominal thrusts, as well as CPR and mouth-to-mouth breathing. Realistic anatomical markings (Adam's apple, carotid arteries, navel, rib cage, chest notch) make it easy to learn correct hand placement for checking pulse, performing chest compressions, and more.
- Head tilt/chin lift required to open airway
- Proper anatomical landmarks
- Audible compression clicker to ensure proper technique