



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., January 26, 2017  
ACOG Board Room  
4205 N. Lincoln Boulevard, Oklahoma City, Oklahoma 73105

- I. CALL TO ORDER [[ATTACHMENT I](#)]
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES
  - A. December 15, 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 Item VI-A be placed on the Consent Docket.

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

A. FINANCE REPORT – JANUARY 2017 CLAIMS ([ATTACHMENT VI-A](#))

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$71,653.41 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 authorize payment of the claims budgeted recurring expenses against the Association for the month of January.

VII. ITEMS REQUIRING INDIVIDUAL ACTION/DISCUSSION

A. ANNUAL 9-1-1 AUDIT REPORT FY 2016

**INFORMATION:** John M. Arledge & Associates, P.C., has completed its audit of the 9-1-1 Association of Central Oklahoma Government's financial statements for the fiscal year ended June 30, 2016.

**Note:** To view the entire annual FY 2016 9-1-1 ACOG audit report online, click on the direct link as shown here.

<http://www.acogok.org/wp-content/uploads/2017/01/9-1-1-ACOG-FY-16-Audit-Communication-Letter.pdf>

<http://www.acogok.org/wp-content/uploads/2017/01/9-1-1-ACOG-FY-16-Audited-Financial-Statements.pdf>

**Action Requested:** Motion to receive the Fiscal Year 2016 Audit Report of the 9-1-1 Association of Central Oklahoma Governments.

VIII. GENERAL STATUS REPORT

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

**ACTION REQUESTED:** None, for information only.

IX. NEW BUSINESS

X. ADJOURN

**Next 9-1-1 ACOG Board Meeting is at 1:00 p.m. Thursday, February 23, 2017**

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

**OFFICERS**

HON. MARK HAMM	CHAIR	MOORE
HON. KEN BARTLETT	VICE-CHAIR	DEL CITY
HON. ELIZABETH WANER	SECRETARY/TREASURER	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	VACANT
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

NEWCASTLE	HON. TIFFANY ELCYZYN, COUNCILMEMBER	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**  
**December 15, 2016**

The regular meeting of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:10 p.m., on December 15, 2016, in the ACOG Board Room, 4205 N. Lincoln Boulevard, 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. Ken Bartlett, Vice-Mayor, Del City  
Hon. Elizabeth Waner, Councilmember, Edmond  
Hon. Marianne Yarbrough, Trustee, Forest Park  
Hon. Steven Gentling, Mayor, Guthrie  
Hon. Kim Bishop, Councilmember, Harrah  
Hon. Ray Poland, Mayor, Jones City  
Hon. Birlene Langley, Trustee, Luther  
Hon. Matt Dukes, Mayor, Midwest City  
Hon. Jay Adams, Mayor, Mustang  
Hon. Mike Fullerton, Councilmember, Newcastle  
Hon. Peter Hoffman, Mayor, Nichols Hills  
Hon. Jim Pumphrey, Councilmember, Nicoma Park  
Hon. Lynne Miller, Mayor, Norman  
Hon. John Brown, Councilmember, Piedmont  
Hon. Kevan Blasdel, Councilmember, Piedmont  
Hon. Mary Smith, Councilmember, Tuttle  
Hon. Marc Hader, Commissioner, Canadian County  
Hon. Rod Cleveland, Commissioner, Cleveland County  
Hon. Marven Goodman, Commissioner, Logan County  
Hon. Willa Johnson, Commissioner, Oklahoma County

**MEMBERS ABSENT**

Hon. Phillip Shirey, Councilmember, Bethany  
Hon. Roger Malone, Councilmember, Choctaw

## **MEMBERS ABSENT CONT.**

Hon. Matt White, Mayor, El Reno  
Hon. David Adams, Mayor, Lexington  
Hon. Marge Hill, Councilmember, Noble  
Hon. John Koehler, Mayor, Slaughterville  
Hon. Earnest Ware, Mayor, Spencer  
Hon. David Bennett, Mayor, The Village  
Hon. Jim Mickley, Vice-Mayor, Warr Acres  
Hon. Jim Gilbert, Mayor, Woodlawn Park  
Hon. Mike McEachern, Councilmember, Yukon

## **GUESTS**

Hon. Carolyn Lawson, Councilmember, Luther  
Jeremy Reed, Luther  
Tiffany Elcyzyn, Councilmember, Newcastle  
Stephen Frosch, Consultant, Mehlburger Brawley  
Lance Terry, Communications Manager, Norman

## **STAFF**

John G. Johnson, Executive Director  
Brent Hawkinson, 9-1-1 Division Director  
Vellamae Fogarty, 9-1-1 Administrative Assistant  
Robin Murray, 9-1-1 Programs Manager  
Lysa Baker, 9-1-1 Education Coordinator  
Tanner Jones, 9-1-1 GIS Specialist  
Rachel Tiger, 9-1-1 GIS Technician  
Chris Camp, 9-1-1 Technology Coordinator  
Beverly Garner, Executive Assistant, TPS  
Barbara Hurdman, Special Programs Officer  
John Sharp, Division Director, Transportation & Planning Services  
Jennifer Sebesta, Program Coordinator  
Jennifer McCollum, Communications Director  
Deborah C. Cook, CPA

## **I. CALL TO ORDER**

Director Mark Hamm called the meeting to order at 1:10 p.m. A quorum was present.

## II. INTRODUCTION OF GUESTS

John Johnson had Director Birlene Langley introduce her guests. He then addressed the other guests in the room and had them introduce themselves.

## III. APPROVAL OF MINUTES – REGULAR MEETING DECEMBER 15, 2016

Director Ray Poland made a motion to approve the minutes of the December 15, 2016, 9-1-1 Board of Directors meeting. Director Ken Bartlett seconded the motion. The motion carried with the following votes:

AYE: Adams, Bishop, Brown, Cleveland, Dukes, Fullerton, Gentling, Goodman, Hader, Hamm, Langley, Pumphrey, Smith, Waner, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

## IV. COMMUNICATIONS

Director Mark Hamm apologized for not being able to attending the November meeting.

John Johnson reviewed an error that occurred on the July Cash Status Report. He indicated that the error was the result of a data entry error and that no monies were lost. A handout was provided to document the error and show the correction.

Director Ray Poland had a question regarding why Jones City is no longer listed in the Disbursement of Fund Balance report. He indicated that possibly at one point a decision was made to leave the money in ACOG, but he wanted to clarify. John Johnson indicated that ACOG staff would look in to the issue and get back with him.

John Johnson discussed those members that have not submitted their Certification Letters and Fee Assignment Resolutions. John Johnson emphasized the importance of getting all the information together so we can tell the OMA911 board and the OTC that ACOG is functioning as a group so all of the fees can be distributed correctly. Director Waner asked if we were going to notify those members who have not submitted information. John Johnson indicated that we would be reaching out to those entities. Director Rod Cleveland asked what the ramifications were of not turning in the information. John Johnson indicated that none of the money will go to the entity or ACOG until the entity certifies their population. Director Rod Cleveland stated that this would mean that it is not only hurting the entity but the everyone that is a member of the 9-1-1 ACOG Board. He also suggested that other Board members reach out to those that are on the list about submitting their information and the importance of the matter.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. CONSENT DOCKET (VI-A –VI-D)

John Johnson indicated that the Consent Docket motion needs to include some language that the claims include not only the November claims which include recurring claims that need to be ratified but also the November amended claims. At the beginning of the year the Board gives ACOG permission to make those payments and they are ratified in subsequent meetings. The motion also needs to include the December claims which include recurring claims and the December amended claims. 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- NOVEMBER 2016 CLAIMS

VI-B FINANCE REPORT- DECEMBER 2016 CLAIMS

VI-C 2017 REGULAR MEETINGS CALENDAR

VI-D RENEWAL OF ANNUAL AT&T CONTRACT FOR CORE 9-1-1 SERVICES

Director Jim Pumphrey 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 Jay Adams seconded the motion. The motion carried with the following votes:

AYE: Bartlett, Bishop, Brown, Cleveland, Dukes, Fullerton, Gentling, Goodman, Hader, Hamm, Langley, Miller, Poland, Smith, Waner, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

After the vote was taken, it was pointed out by Director Ray Poland that VI-D should have been included in the Consent Docket due to a typo in the Agenda. At that time Director Jim Pumphrey was asked if he would amend his original request to include VI-D and he accepted.

VII. ITEMS REQUIRING INDIVIDUAL ACTION DISCUSSION

VII-A EMSA CONTRACT

John Johnson reviewed the item and indicated that this was an agreement renewal to be able to serve EMSA through our system and this agreement must be approved annually.



Director Ray Poland made a motion to approve or acknowledge this item, subject to any conditions included in the items. Director John Brown seconded the motion. The motion carried with the following votes:

AYE: Adams, Bartlett, Bishop, Cleveland, Dukes, Fullerton, Gentling, Goodman, Hader, Hamm, Hoffman, Johnson, Langley, Miller, Pumphrey, Smith, Waner, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

VIII. GENERAL STATUS REPORT

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

IX. ADJOURN

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

AYE: Adams, Bishop, Brown, Cleveland, Dukes, Fullerton, Gentling, Goodman, Hader, Hamm, Hoffman, Johnson, Langley, Miller, Pumphrey, Smith, Waner, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

There being no further business, the meeting adjourned at 1:36 p.m.

ADOPTED THIS 26<sup>TH</sup> DAY OF JANUARY, 2017

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CHAIRMAN

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SECRETARY-TREASURER

***BE IT RESOLVED, that on this 26th day of January 2017, 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.***

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

AT&T (Network, Database)	\$ 42,794.98	
AT&T (Tribbey Circuit)	90.00	
Cox Communications	14,432.42	
Hinton Telephone Company	246.20	
Insurica (IM/EDP Insurance)	1,644.06	
Logix Communications	398.64	
McLoud Telephone	286.05	
Oklahoma Tax Commission (Vehicle Expenses)	99.00	
Pioneer Telephone (9-1-1 Trunks )	260.60	
Pottawatomie Telephone Co (Tribbey Circuits)	138.02	
TierPoint Oklahoma, LLC (Maintenance)	4,750.00	
West Safety Solutions (Maintenance)	6,363.00	
WEX Fleet Services	73.74	
Windstream	76.70	
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Total 9-1-1 Operating/Maintenance		\$ 71,653.41
Total Jan Claims		<hr/> <hr/>

ATTEST:

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 CHAIRMAN

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 SECRETARY-TREASURER

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

	<b>OPERATING ACCOUNT</b>	<b>SAVINGS ACCOUNT</b>	<b>CD</b>	<b>TOTAL</b>
Beginning Balance <i>December 1, 2016</i>				
Cash on Deposit	<u>\$12,918,751.88</u>	<u>\$ 4,559,833.27</u>	<u>\$ 99,859.82</u>	<u>\$17,578,444.97</u>
Cash Receipts				
Fee Income	\$ 73,336.88	\$ -	\$ -	\$ 73,336.88
Fee Income - Wireless & VoIP	418,428.91			418,428.91
Contracts	12,348.33			12,348.33
Transfers of Funds				-
Interest Earned	28.73	773.21		801.94
Miscellaneous	<u>43,723.30</u>			<u>43,723.30</u>
Total Cash Receipts	<u>\$ 547,866.15</u>	<u>\$ 773.21</u>	<u>\$ -</u>	<u>\$ 548,639.36</u>
Total Cash Available	\$ 13,466,618.03	\$ 4,560,606.48	\$ 99,859.82	\$ 18,127,084.33
Cash Disbursements				
Claims/Operating Expense	\$ 392,746.99	\$ -	\$ -	\$ 392,746.99
9-1-1 Fund Disbursement	14,079.50			14,079.50
Transfers of Funds				-
Miscellaneous - Void Check	<u>-</u>			<u>-</u>
Total Cash Disbursements	<u>\$ 406,826.49</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 406,826.49</u>
Ending Balance <i>December 31, 2016</i>				
Cash on Deposit	<u>\$ 13,059,791.54</u>	<u>\$ 4,560,606.48</u>	<u>\$ 99,859.82</u>	<u>\$ 17,720,257.84</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS**  
**DISBURSEMENT OF FUND BALANCE**  
**December 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	827.87
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<b>Total December Disbursements</b>	<b><u><u>\$14,079.50</u></u></b>