



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., March 30, 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. February 23, 2017 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-B be placed on the Consent Docket.

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

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

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$41,338.29 for the month of March. 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 March.

B. RENEWAL OF CONTRACT WITH ARLEDGE & ASSOCIATES, P.C., CERTIFIED PUBLIC ACCOUNTANTS, FOR PROFESSIONAL AUDITING SERVICES

INFORMATION: The agreement with Arledge & Associates, P.C. to provide professional auditing services to ACOG and 9-1-1 ACOG for FY2016 has expired. In April 2013 this Board gave its approval for the Executive Director to negotiate and execute a contract with this firm for such services for the fiscal year ending June 30, 2013 with an option to renew that contract for each of the four (4) subsequent fiscal years, subject to concurrence of the ACOG and 9-1-1 ACOG Boards of Directors, and annual availability of an adequate appropriation. Staff recommends that the option to renew that contract for the fiscal year ending June 30, 2017 be exercised.

Action Requested: Motion to authorize the Executive Director to execute a contract renewal with Arledge & Associates, P.C. to provide ACOG and 9-1-1 ACOG with professional auditing services for the fiscal year ended June 30, 2017, and annual availability of an adequate appropriation.

VII. ITEMS REQUIRING INDIVIDUAL ACTION/DISCUSSION

A. OU HEALTH SCIENCES CENTER 9-1-1 SERVICES AGREEMENT

INFORMATION: It is time to renew the contract for 9-1-1 services with the OU Health Sciences Center (OUHSC). OUHSC has contracted with 9-1-1 ACOG to provide their 9-1-1 equipment, network and services for 3 years.

Action Requested: Authorization for the Executive Director to negotiate and execute a contract with the OU Health Sciences Center for 9-1-1 equipment, network and services.

B. NATIONAL TELECOMMUNICATOR WEEK ([ATTACHMENT VII-B](#))

INFORMATION: In recognition of more than 250 dispatchers in our region, 9-1-1 ACOG will celebrate National Telecommunicator Week this year during the week of April 9-15, 2017. Staff will briefly describe activities planned for that week.

Staff recommends that the 9-1-1 Association of Central Oklahoma Governments enact a Proclamation to recognize April 9-15, 2017 as National Telecommunicator Week in the 9-1-1 ACOG region and encourage individual member entities to do the same in their communities.

Action Requested: Motion to adopt a Proclamation recognizing April 9-15, 2017 as National Telecommunicator Week in the 9-1-1 ACOG region.

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, April 27, 2017

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 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	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. PAT BYRNE, 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
February 23, 2017

The regular meeting of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:03 p.m., on February 23, 2017, 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. Phillip Shirey, Councilmember, Bethany
Hon. Stan Wieczorek, Mayor, Cedar Valley
Hon. Roger Malone, Councilmember, Choctaw
Hon. Ken Bartlett, Vice-Mayor, Del City
Hon. Elizabeth Waner, Councilmember, Edmond
Hon. Marianna Yarbrough, Trustee, Forest Park
Hon. Jeff Taylor, Councilmember, Guthrie
Hon. Kim Bishop, Councilmember, Harrah
Hon. Ray Poland, Mayor, Jones City
Hon. Jay Adams, Mayor, Mustang
Hon. Tiffany Elczyn, Councilmember, Newcastle
Hon. Jim Pumphrey, Councilmember, Nicoma Park
Hon. Lynne Miller, Mayor, Norman
Hon. John Brown, Councilmember, Piedmont
Hon. Earnest Ware, Mayor, Spencer
Hon. Mary Smith, Councilmember, Tuttle
Hon. David Bennett, Mayor, The Village
Hon. Mike McEachern, Councilmember, Yukon
Hon. Rod Cleveland, Commissioner, Cleveland County
Hon. Michael Pearson, Commissioner, Logan County

MEMBERS ABSENT

Hon. Matt White, Mayor, El Reno
Hon. David Adams, Mayor, Lexington
Hon. Cecilia Taft, Mayor, Luther
Hon. Matt Dukes, Mayor, Midwest City

MEMBERS ABSENT CONTD.

Hon. Peter Hoffman, Nichols Hills
Hon. Marge Hill, Councilmember, Noble
Hon. John Koehler, Mayor, Slaughterville
Hon. Jim Mickley, Vice-Mayor, Warr Acres
Hon. Jim Gilbert, Mayor, Woodlawn Park
Hon. Marc Hader, Commissioner, Canadian County
Hon. Willa Johnson, Commissioner, Oklahoma County

GUESTS

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
Mike Davis, 9-1-1 GIS Manager
Tanner Jones, 9-1-1 GIS Specialist
Rachel Tiger, 9-1-1 GIS Technician
Barbara Hurdman, Special Programs Officer
Robin McDonald, Administrative Assistant
Jennifer McCollum, Public Relations and Outreach Division Director
Beverly Garner, Assistant to the Executive Director

I. CALL TO ORDER

Director Mark Hamm called the meeting to order at 1:05 p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

III. APPROVAL OF MINUTES – REGULAR MEETING JANUARY 26, 2017

Director Jim Pumphrey made a motion to approve the minutes of the January 26, 2017, 9-1-1 Board of Directors meeting. Director Jay Adams seconded the motion. The motion carried with the following votes:

AYE: Adams, Bartlett, Bennett, Bishop, Brown, Cleveland, Elczyn, Hamm, Malone, McEachern, Miller, Pearson, Poland, Pumphrey, Shirey, Smith, Taylor, Waner, Ware, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

John Johnson made a brief announcement about a potential pilot project with GeoComm that may involve The University of Oklahoma PD which will test X, Y, Z (Z is the vertical) location coordinates and how this technology will it work for dispatchers and mapping coordinates. The technology will be dependent upon the strength of our GIS work in coordination with mapping and is a part of a direction as we step towards NG911. The time frame for testing will be sometime in March or April.

John Johnson also announced that at the March 2nd 0911MA meeting an offer of employment will be extended to the selected candidate for the new statewide 9-1-1 coordinator position.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. CONSENT DOCKET (VI-A)

Chair Mark Hamm 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- FEBRUARY 2017 CLAIMS

Chair Mark Hamm reported that there was an Amendment to the February 2017 Claims List in the amount of \$783.58 increasing the Claims List from \$87,380.98 as previously reported in Item VI-A to \$88,164.56. He said the February Amended Claims List should be considered when accepting the finance report and approving payment of the February claims against the Association.

Director Jay Adams 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 February claims. Director David Bennett seconded the motion. The motion carried with the following votes:

AYE: Adams, Bartlett, Bennett, Bishop, Brown, Cleveland, Elczyn, Hamm, Malone, McEachern, Miller, Pearson, Poland, Pumphrey, Shirey, Smith, Taylor, Waner, Ware, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

VII. ITEMS REQUIRING INDIVIDUAL ACTION/DISCUSSION

A. GEOCOMM DMS SOFTWARE SUPPORT AND MAINTENANCE AGREEMENT RENEWAL

Director David Bennett made a 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. Director Ray Poland seconded the motion. The motion carried with the following votes:

AYE: Adams, Bartlett, Bennett, Bishop, Brown, Cleveland, Elczyn, Hamm, Malone, McEachern, Miller, Pearson, Poland, Pumphrey, Shirey, Smith, Taylor, Waner, Ware, 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. Brent Hawkinson reported that a revised Disaster Recovery Plan will be made at the March Board of Directors meeting.

IX. NEW BUSINESS

None.

X. ADJOURN

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

AYE: Adams, Bartlett, Bennett, Bishop, Brown, Cleveland, Elczyn, Hamm, Malone, McEachern, Miller, Pearson, Poland, Pumphrey, Shirey, Smith, Taylor, Waner, Ware, Wieczorek, Woodard, and Yarbrough

NAY: None

ABSTAIN: None

There being no further business, the meeting adjourned at 1:15 p.m.

ADOPTED THIS 30th DAY OF MARCH, 2017

CHAIRMAN

SECRETARY-TREASURER

BE IT RESOLVED, that on this 30th day of March 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.

<u>9-1-1 Operating/Maintenance</u>		
AT&T (Network, Database)	\$ 34,679.15	
AT&T (Tribbey Circuit)	90.00	
Hinton Telephone Company	246.20	
McLoud Telephone	282.59	
MIDCON Recovery Solutions, LLC (Maintenance)	4,282.50	
Oklahoma Communication Systems	1,217.67	
Pioneer Telephone (9-1-1 Trunks)	260.60	
Pottawatomie Telephone Co (Tribbey Circuits)	138.02	
WEX Fleet Services	65.02	
Windstream	76.54	
<i>Total 9-1-1 Operating/Maintenance</i>		<u>\$ 41,338.29</u>

ATTEST:

CHAIRMAN

SECRETARY-TREASURER

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED FEBRUARY 2017**

	OPERATING ACCOUNT	SAVINGS ACCOUNT	CD	TOTAL
Beginning Balance <i>February 1, 2017</i>				
Cash on Deposit	<u>\$13,530,708.17</u>	<u>\$ 4,561,380.32</u>	<u>\$ 99,859.82</u>	<u>\$18,191,948.31</u>
Cash Receipts				
Fee Income	\$ 74,585.52	\$ -	\$ -	\$ 74,585.52
Fee Income - Wireless & VoIP	724,813.14			724,813.14
Contracts	-			-
Transfers of Funds				-
Interest Earned	29.69	698.62		728.31
Miscellaneous	<u>-</u>	<u></u>	<u></u>	<u>-</u>
Total Cash Receipts	<u>\$ 799,428.35</u>	<u>\$ 698.62</u>	<u>\$ -</u>	<u>\$ 800,126.97</u>
Total Cash Available	\$ 14,330,136.52	\$ 4,562,078.94	\$ 99,859.82	\$ 18,992,075.28
Cash Disbursements				
Claims/Operating Expense	\$ 88,164.56	\$ -	\$ -	\$ 88,164.56
9-1-1 Fund Disbursement	14,079.50			14,079.50
Transfers of Funds				-
Miscellaneous - Void Check	<u>-</u>	<u></u>	<u></u>	<u>-</u>
Total Cash Disbursements	<u>\$ 102,244.06</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 102,244.06</u>
Ending Balance <i>February 28, 2017</i>				
Cash on Deposit	<u>\$ 14,227,892.46</u>	<u>\$ 4,562,078.94</u>	<u>\$ 99,859.82</u>	<u>\$ 18,889,831.22</u>

9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DISBURSEMENT OF FUND BALANCE
February 2017

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 February Disbursements	<u>\$14,079.50</u>

9-1-1 Association of Central Oklahoma Governments**PROCLAMATION**

WHEREAS, in 1991 Congressional resolution named the second full week in April of every year, National Telecommunicator Week; and

WHEREAS, emergencies can occur at any time or any place and require the assistance of police, fire or emergency medical services; and

WHEREAS, 9-1-1 is the Hotline for Help for people in emergency situations, and the 9-1-1 call taker's voice is the first assurance that help is on the way; and

WHEREAS, 9-1-1 professionals regularly meet the challenges of extremely stressful situations with calmness and efficiency; and

WHEREAS, when an emergency occurs, the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of these emergency responders is dependent upon the quality and accuracy of information obtained from citizens who telephone the 9-1-1 communications center; and

WHEREAS, Public Safety Dispatchers are the "heart of public safety," providing assistance before any other emergency services arrive on scene; and

WHEREAS, Public Safety Dispatchers are a vital link for our emergency responders by monitoring their activities by radio, providing them information and insuring their safety; and

WHEREAS, Public Safety Dispatchers contribute substantially to the apprehension of criminals, suppression of fires and treatment of injuries and illnesses on a daily basis; and

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of his or her daily job duties;

NOW, THEREFORE, BE IT RESOLVED that the 9-1-1 Association of Central Oklahoma Governments declares the week of April 9-15, 2017 to be National Telecommunicator Week in honor of the men and women whose diligence and professionalism keep our region's citizens and emergency responders safe.

ADOPTED this ____ day of _____ 2017.

Chairman Mark Hamm

John G. Johnson, Executive Director