9-1-1 ACOG BOARD OF DIRECTORS

Chair

Mark Hamm Moore Councilmember Vice-Chair

Rod Cleveland

Cleveland County

Commissioner

Secretary/Treasurer
Carrie Blumert
Oklahoma County
Commissioner

Executive Director

Mark W. Sweeney, AICP

association of central oklahoma governments

4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | acogok.org

9-1-1 ACOG BOD AGENDA: THURSDAY, NOVEMBER 19, 2020, 1 P.M.



THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS WILL HOLD AN IN-PERSON MEETING WITH NO CALL-IN OPTION ON THURSDAY, NOVEMBER 19, IN THE ACOG BOARD ROOM, 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

The Board Room will be setup classroom style to follow social distancing guidelines. <u>Masks are required during the meeting.</u> For your convenience, masks and sanitizer will be available.

PLEASE NOTIFY ACOG AT 405-234-2264 (TDD/TTY CALL 7-1-1 STATEWIDE) BY 5 P.M. MONDAY, NOVEMBER 16, IF YOU REQUIRE ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT OR SECTION 504 OF THE REHABILITATION ACT.

AGENDA

- 1. CALL TO ORDER (ATTACHMENT 1)
- 2. APPROVAL OF OCTOBER 29, 2020 MINUTES (ATTACHMENT 2)
- 3. COMMUNICATIONS:
 - A. CHAIRPERSON'S REPORT
 - B. EXECUTIVE DIRECTOR'S REPORT
- 4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS

BEGINNING OF CONSENT DOCKET

5. CONSENT DOCKET:

INFORMATION: Requires a motion to approve, with a second, that all items under the Consent Docket be considered in one vote. When there are amended claims or any other amended consent docket item(s), the motion to approve should include "with the amendment(s)."

A. Finance Report - November 2020 Claims - Deborah Cook, Director of Finance (ATTACHMENT 5-A) <u>Action Requested.</u>

END OF CONSENT DOCKET

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE 9-1-1 ACOG BOARD OF DIRECTORS ACTION:

- A. Regular Meetings Schedule for Calendar Year 2021 Brent Hawkinson, Director of 9-1-1 & Public Safety, (ATTACHMENT 6-A) <u>Action Requested.</u>
- B. Mandatory PSAP Registration Forms for 2020 Brent Hawkinson, Director of 9-1-1 & Public Safety, (ATTACHMENT 6-B) <u>Information Only.</u>
- C. PSAP Cost Analysis Update 9-1-1 ACOG Membership Brent Hawkinson, Director of 9-1-1 & Public Safety, (ATTACHMENT 6-C) Information Only.
- **7. GENERAL STATUS REPORT** Brent Hawkinson, Director of 9-1-1 & Public Safety For information only.
- 8. **NEW BUSINESS**
- 9. ADJOURN

NEXT MEETING:

Thursday, December 17, 2020

ATTACHMENT 1

9-1-1 ACOG BOARD OF DIRECTORS

CITY/ORGANIZATION	MEMBERS	ALTERNATES		
ARCADIA (1)	Hon. James Woodard Mayor	Hon. Marcus Woodard Vice-Mayor		
BETHANY (8)	Hon. Chris Powell	Hon. Kathy Larsen Councilmember		
SETTIANT (C)	Councilmember	Hon. K.P. Westmoreland Mayor		
CEDAR VALLEY (1)	Hon. Stan Wieczorek Mayor	Hon. Jerry Cole Trustee		
CHOCTAW (5)	Hon. Mike Birdsong Councilmember	Hon. Roger Malone Councilmember		
DEL CITY (9)	Hon. Floyd Eason	Hon. Pam Finch Councilmember		
DEE CITT (3)	Mayor	Hon. Michael Dean Councilmember		
EDMOND (33)	Hon. Josh Moore Councilmember	Hon. Daniel O'Neil Mayor		
EL RENO (7)	Hon. Matt White Mayor	Hon. Tim Robinson Councilmember		
FOREST PARK (1)	No Designee	No Designee		
GUTHRIE (4)	Hon. Steven J. Gentling Mayor	Hon. Jeff Taylor Councilmember		
HARRAH (2)	Hon. Kim Bishop Vice-Mayor	Hon. Tom Barron Councilmember		
JONES CITY (1)	Hon. Ray Poland Mayor	No Designee		
LAKE ALUMA (1)	Hon. John Kenney Mayor	Hon. Tom Steiner Treasurer		
LEXINGTON (1)	Hon. Mike Donovan Councilman	Hon. Max Punneo Vice- Mayor		
LUTHER (1)	Hon. Jenni White	Hon. Brian Hall Trustee		
	Mayor	Hon. William (Terry) Arps Trustee		
MERIDIAN (1)	Hon. Ronald Dumas Mayor	No Designee		

9-1-1 ACOG BOARD OF DIRECTORS (CONT.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
MIDWEST CITY (24)	Hon. Matt Dukes Mayor	Hon. Pat Byrne Councilmember
	-	Councilmember
MOORE (24)	Hon. Mark Hamm Councilmember	Hon. Glenn Lewis Councilmember
		Any Moore Councilmember
MUSTANG (8)	Hon. Brian Grider Vice Mayor	Hon. Michael Roy Councilmember
NEWCASTLE (4)	Hon. Mike Fullerton	Hon. Joe Covey Councilmember
NEW ONOTEE (4)	Vice-Mayor	Hon. Marci White Councilmember
NICHOLS HILLS (2)	Hon. Peter Hoffman Vice-Mayor	No Designee
NICOMA PARK (1)	Hon. Brian Foughty Mayor	Hon. Mike Czerczyk Vice-Mayor
NOBLE (3)	Hon. Marge Hill	Hon. Gail Hatfield Councilmember
	Councilmember	Hon. Dianne Gray Councilmember
NORMAN (37)	Hon. Breea Clark Mayor	Hon. Stephen Holman Councilmember
DIEDMONT (3)	Hon. Kevan Blasdel	Hon. Melissa Ashford Councilmember
PIEDMONT (3)	Councilmember	Hon. Austin Redus Councilmember
SLAUGHTERVILLE (2)	Hon. Ronnie Fulks Trustee	Hon. Steve Easom Mayor
SMITH VILLAGE (1)	No Designee	Hon. Kathy Jordan Trustee
CDENCED (2)	Hon. Frank Calvin	Hon. John Scalan Vice-Mayor
SPENCER (2)	Mayor	Hon. Kerry Andrews Councilmember
THE VILLAGE (4)	Hon. David Bennett	Hon. Sonny Wilkinson Councilmember
	Vice-Mayor	Cathy Cummings Mayor

9-1-1 ACOG BOARD OF DIRECTORS (CONT.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES	
TUTTLE (3)	Hon. Mary Smith Vice-Mayor	Hon. Austin Hughes Councilmember	
VALLEY BROOK (1)	No Designee	No Designee	
WARR ACRES (4)	Hon. Jim Mickley	Hon. Roger Godwin Councilmember	
	Councilmember	Hon. John Knipp Councilmember	
WOODLAWN PARK (1)	Hon. Jim Gilbert Mayor	No Designee	
YUKON (10)	Hon. Shelli Selby Mayor	Hon. Rick Cacini Councilmember	
CANADIAN COUNTY (3)	Hon. Marc Hader Commissioner	Hon. Jack Stewart Commissioner	
		Hon. David Anderson Commissioner	
CLEVELAND COUNTY (6)	Hon. Rod Cleveland	Hon. Darry Stacy Commissioner	
	Commissioner	Hon. Harold Haralson Commissioner	
LOGAN COUNTY (12)	Hon. Marven Goodman	Hon. Michael Pearson Commissioner	
	Commissioner	Hon. Monty Piearcy Commissioner	
OKLAHOMA COUNTY (9)	Hon. Carrie Blumert	Hon. Brian Maughan Commissioner	
	Commissioner	Hon. Kevin Calvey Commissioner	

ATTACHMENT 2

SUBJECT:

MINUTES OF THE 9-1-1 ACOG BOARD OF DIRECTORS MEETING

DATE:

October 29, 2020

The regular meeting of the 9-1-1 Association of Central Oklahoma Governments Board of Directors was convened at 1:00 p.m., on October 29, 2020, 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.

ENTITY/AGENCY

PRESIDING (IN-PERSON)

Hon, Mark Hamm Councilmember Moore

BOARD MEMBERS PRESENT (IN-PERSON)

Hon. Stan Wieczorek, Mayor Cedar Valley Hon. Josh Moore, Councilmember Edmond Midwest City Hon. Matt Dukes, Mayor Hon, David Bennett, Vice-Mayor The Village Hon. Mary Smith, Vice-Mayor Tuttle Hon. Rod Cleveland, Commissioner Cleveland County Hon. Michael Pearson, Commissioner Logan County Hon. Carrie Blumert, Commissioner Oklahoma County

BOARD MEMBERS PRESENT (CALL-IN)

Hon. Ray Poland, Mayor

Hon. Jim Mickley, Councilmember

Hon. Shelli Selby, Mayor

Vukon

BOARD MEMBERS ABSENT

Arcadia Hon. James Woodard, Mayor Hon. Chris Powell, Councilmember Bethany Hon. Mike Birdsong, Councilmember Choctaw Hon. Floyd Eason, Mayor Del City Hon. Matt White, Mayor El Reno No Designee Forest Park Hon Steven Gentling, Mayor Guthrie Hon. Kim Bishop, Vice-Mayor Harrah No Designee Lake Aluma Hon. Max Punneo, Vice Mayor Lexington Hon. Ronald Dumas, Mayor Meridian Hon, Brian Grider, Vice-Mayor Mustana Hon. Mike Fullerton, Vice-Mayor Newcastle Hon. Peter Hoffman, Vice- Mayor Nichols Hills

BOARD MEMBERS ABSENT (Cont.)

Hon. Brian Foughty, Mayor Hon. Marge Hill, Councilmember

Hon. Breea Clark. Mayor

Hon. Kevan Blasdel, Councilmember

Hon. Ronnie Fulks, Trustee Hon. Kathy Jordan, Trustee Hon. Frank Calvin, Mayor

No Designee

Hon. Jim Gilbert, Mayor

Hon. Marc Hader, Commissioner

Noble
Norman
Piedmont
Slaughterville
Smith Village
Spencer
Valley Brook
Woodlawn Park
Canadian County

Nicoma Park

GUESTS (IN-PERSON)

Pete White

Glen Berglan, Mayor

Adam Vossen, Town Administrator Hon. Shelia Stevenson, Mayor Cody Compton, 1st Deputy

STAFF

Mark W. Sweeney Brent Hawkinson John M. Sharp Rachel Meinke Debbie Cook Beverly Garner Shana Sapp ACOG Legal Counsel Goldsby Goldsby Langston City

Oklahoma County

POSITION

Executive Director 9-1-1 & Public Safety Director Deputy Director Public Information Director Finance Director Executive Assistant

9-1-1 Administrative Assistant

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES - REGULAR MEETING SEPTEMBER 24, 2020

Director David Bennett made a motion to approve the September 24, 2020 minutes. Director Stan Wieczorek second the motion. The motion carried unanimously.

3. **COMMUNICATIONS:**

- A. CHAIR None
- B. EXECUTIVE DIRECTOR None

4. HEARING OF DELEGATIONS OR CITIZENS

None

CONSENT DOCKET

Chairman Hamm presented the Consent Docket, saying staff recommended that item 5-A be placed on the Consent Docket, and if this item that is proposed does not meet with the approval of all Board of Directors, it will be heard in regular order.

A. FINANCE REPORT - AUTHORIZATION OF PAYMENT OF OCTOBER 2020 CLAIMS

Director Jim Mickley made a motion to accept the finance report with the amended claims. Director David Bennett seconded the motion. The motion carried unanimously.

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE 9-1-1 ACOG BOARD OF DIRECTORS ACTION

A. NG 9-1-1 VENDOR CONTRACTS UPDATE

Mr. Sweeney went over the update for the NextGen 9-1-1 contract. He said that on October 13, ACOG staff was able to execute the contract with NGA 911 and that on October 28, staff will finalize the contract signing with Solacom. He said there will be a kick-off meeting with NGA 911 on November 10 and a kick-off meeting with Solacom will be announced soon. Mr. Sweeney said ACOG is working on a public relations campaign to help keep the Board informed and to communicate with local elected officials and citizens. He said ACOG staff will be giving regular updates to Board members in the weeks to come.

B. WEIGHTED VOTE AMENDMENT STATUS REPORT

Mr. Hawkinson went over the Weighted Vote Amendment Status Report. He said as stated at the May 28, 2020 9-1-1 ACOG BOD meeting, amendments to the current Agreement Creating the 9-1-1 Association of Central Oklahoma Governments require a majority vote of a quorum of the Board of Directors at any meeting, ratification by resolution from the majority of the member governments, and approval of the Attorney General of Oklahoma. He said the oversight of not pursuing member ratification of the recent weighted voting amendment to the 1988 Agreement means that this Weighted Vote Amendment had to be passed by a majority of the member governments in order to legally complete the required amendment process.

Mr. Hawkinson said that to date, 25 of the 46 member governments of 9-1-1 ACOG have passed the Weighted Vote Resolution through their City Council, Town Board of Trustees, or County Commissioner Board. Therefore, ratification by resolution from a majority of member governments completes the amendment process and the Weighted Vote Amendment to the Agreement Creating the 9-1-1 Association of Central Oklahoma Governments stands as officially adopted.

7. GENERAL STATUS REPORT

NG9-1-1 Program w/ MCP:

Program Status - In addition to what Mr. Sweeney provided, we have hired Rayyan Aldossary as the 9-1-1 GIS Technician, and have completed a second round of interviews for 9-1-1 GIS Specialist II, and it is ACOG's goal to have that position filled within the next two weeks.

9-1-1 Administrative:

Mandatory PSAP Registration Forms - Currently receiving confirmation from PSAP Directors regarding choice Option One (they complete and submit the forms with 9-1-1 ACOG data provided) or Option Two (9-1-1 ACOG completes and submits the forms with PSAP data provided.)

9-1-1 Operations:

PSAP Pre-survey –9-1-1 technical staff has completed PSAP site surveys in preparation for the implementation of the Solacom 9-1-1 Call Handling Equipment.

COVID Cleaning – 9-1-1 technical staff will continue to provide PSAP Call re-route assistance to EMSA on a bi-weekly basis through the end of the year to accommodate their COVID cleaning schedule.

Quarterly Maintenance – 9-1-1 technical staff has completed routine PSAP maintenance for the 4th quarter of 2020, just in time for the ice storm. Staff has been working multiple PSAP re-routes due to power outages – with zero loss of 9-1-1 calls reported.

9-1-1 GIS:

Quality Control – GIS staff is proceeding with the work on Quality Control from GeoComm and Mission Critical Partners, in reference to NG9-1-1 Readiness.

Wireless Carrier Routing Sheets - GIS staff is continuing to process Cell Tower Routing Sheets, in reference to accurate delivery of the 9-1-1 wireless call to the PSAP.

9-1-1 Institute:

Institute Classes Scheduled:

TTY/TDD & ADA Compliance Training – November 6, 2020: This class is designed to help telecommunicators and PSAPs meet the ADA requirement of TTY training every six months.

Active Assailant - November 10, 2020: The most comprehensive active shooter class offered. This class will not only give the telecommunicator an historical perspective of the active shooter, but will provide skills the telecommunicator can use during shooter events.

PSAP Call Volume Statistics:

	-	are available for you on the front table for In the ACOG Website for those attending via		
8.	NEW BUSINESS:			
	None			
9.	ADJOURN			
	There being no further business to discuss, Chair Mark Hamm adjourned the meeting at 1:20 p.m. ADOPTED THIS 19TH DAY OF NOVEMBER 2020.			
	CHAIR	SECRETARY-TREASURER		

CONSENT DOCKET

ATTACHMENT 5-A

SUBJECT:

FINANCE REPORT- NOVEMBER 2020 CLAIMS

DATE:

November 19, 2020

FROM:

DEBORAH COOK

Finance Director

INFORMATION:

Consideration of materials claims budgeted for the Association in the amount of \$157,243.57 for the month of November. 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 November 2020.

9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS CASH STATUS REPORT FOR THE MONTH ENDED OCTOBER 2020

		OPERATING ACCOUNT	SAVINGS ACCOUNT		TOTAL	
Beginning Balance						
October 1, 2020						
Cash on Deposit	\$	8,389,681.28	\$	12,022,025.73	\$	20,411,707.01
Cash Receipts			_			
Fee Income - Wireline	\$	34,839.71	\$	-	\$	34,839.71
Fee Income - OTC		435,993.35		-		435,993.35
Contracts		-		-		-
Transfers of Funds		-		-		-
Interest/Dividend Earned		-		305.60		305.60
Miscellaneous		1,249.80				1,249.80
Total Cash Receipts	\$	472,082.86	\$	305.60	\$	472,388.46
Cash Disbursements						
Claims/Operating Expense	\$	316,674.62	\$	-	\$	316,674.62
9-1-1 Fund Disbursement		-		-		-
OTC Service Fees Disb		115,410.01		-		115,410.01
Transfers of Funds		, -		_		, -
Miscellaneous - Void Checl	l					<u>-</u> _
Total Cash Disbursements	\$	432,084.63	\$		\$	432,084.63
Ending Balance						
October 31, 2020						
Cash on Deposit	\$	8,429,679.51	\$	12,022,331.33	\$	20,452,010.84

9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS DISBURSEMENT OF OKLAHOMA TAX COMMISSION SERVICE FEES October 2020

Bethany	\$ 3,837.52
Cleveland County	4,094.03
Del City	4,083.35
Edmond	19,986.24
El Reno	4,573.91
Guthrie	6,112.05
Midwest City	10,772.87
Moore	11,559.34
Mustang	3,571.07
Newcastle	1,848.42
Nichols Hills	700.48
Noble	1,324.90
Norman	21,797.28
Oklahoma County	9,757.33
The Village	1,759.29
Tuttle	1,306.12
Warr Acres	1,999.97
Yukon	 6,325.84
Total October Disbursements	\$ 115,410.01

BE IT RESOLVED, that on this 19th day of November 2020, the following claims are approved by the 9-1-1 Association of Central Oklahoma Governments; and the Executive Director and Officers of this Association are directed to pay such claims.

ACOG Administrative Services			
Personnel	\$	80,290.81	
Legal		812.50	
Mileage		31.68	
Postage		15.20	
Telephone & Internet		2,089.82	
Total ACOG Administrative Services			\$ 83,240.01
9-1-1 Operating/Maintenance			
AT&T (Network, Database)	\$	15,015.47	
ElectraDigital (COVID-19 Hosting)		230.00	
GeoComm, Inc. (GeoLynx Server Maintenance & Add-on)		13,111.50	
Language Line		1,165.10	
Logix Communications		199.32	
McLoud Telephone		297.58	
Mission Critical Partners, LLC		38,499.20	
Pioneer Telephone (9-1-1 Trunks)		213.51	
Pioneer Long Distance (Meet Point El Reno to Newcastle)		207.32	
Pottawatomie Telephone Co (Tribbey Circuits)		138.02	
TierPoint Oklahoma, LLC (Maintenance)		4,750.00	
WEX Fleet Services		96.88	
Windstream		79.66	
Total 9-1-1 Operating/Maintenance			74,003.56
Total November Claims			\$ 157,243.57
ATTEST:			
CHAIRMAN	SE	CRETARY-TREASURER	

REGULAR AGENDA ITEMS THAT MAY REQUIRE 9-1-1 ACOG BOD ACTION

ATTACHMENT 6-A

SUBJECT:

REGULAR MEETINGS SCHEDULED FOR CALENDAR YEAR 2021

DATE:

NOVEMBER 19, 2020

FROM:

BRENT HAWKINSON

Director of 9-1-1 & Public Safety

INFORMATION:

In compliance with the Oklahoma Open Meetings Act, the 9-1-1 Association must submit the regular meeting date schedules for the calendar year 2021 for the 9-1-1 ACOG Board of Directors (BOD) and the 9-1-1 Regional Planning and Advisory Committee (RPAC) to appropriate county offices prior to December 15. Once approved, the schedule will be submitted to the Oklahoma County Court Clerk. The schedules will be maintained subject to the need for either rescheduling or special meetings to be held. The following is a list of proposed 9-1-1 ACOG BOD and RPAC meeting dates for calendar year 2021.

The following dates for the 9-1-1 ACOG BOD represent the regular meeting dates of the last Thursday of each month. There is no July meeting. The Thanksgiving/Christmas holidays require a change from the last Thursday; therefore, it is recommended that the regular November meetings be scheduled for November 18, 2021, and the regular December meeting be scheduled for December 16, 2021. The RPAC will meet every three months on the first Tuesday of the month.

Your consideration of the following recommended schedule for the regular meetings of the referenced board and committee is requested:

9-1-1 ACOG BOD (1:00 p.m.)

9-1-1 RPAC (9:30 a.m.)

January 28, 2021 February 25, 2021 March 25, 2021 April 29, 2021 May 27. 2021 June 24, 2021 NO JULY MEETING August 26, 2021 September 30, 2021 October 28, 2021 November 18, 2021 December 16, 2021 March 2, 2021 June 1, 2021 September 7, 2021 December 7, 2021

ACTION REQUESTED:

Motion to approve staff's recommendation of the proposed 2021 meetings schedule.

ATTACHMENT 6-B

SUBJECT:

MANDATORY PSAP REGISTRATION FORMS FOR 2020

DATE:

November 19, 2020

FROM:

BRENT HAWKINSON

Director of 9-1-1 & Public Safety

INFORMATION:

Mandatory PSAP Registration Forms for 2020, from the Oklahoma 9-1-1 Management Authority, were emailed to 18 Primary PSAPs in the 9-1-1 ACOG Region, and we have currently received confirmation from 11 PSAP Directors regarding their choice of Option One (they complete and submit the forms with 9-1-1 ACOG Data provided) or Option Two (9-1-1 ACOG completes and submits the forms with PSAP Data provided).

Staff is trying to complete the required process in order to meet the November 27, 2020 Form Submission deadline. The following PSAPs have not responded, to date:

- Cleveland County Sheriff's Office
- City of Mustang
- City of Newcastle
- City of Noble
- City of Tuttle
- City of Warr Acres
- City of Yukon

ACTION REQUESTED:

For information only.

ATTACHMENT 6-C

SUBJECT:

PSAP COST ANALYSIS UPDATE - 9-1-1 ACOG MEMEBERSHIP

DATE:

November 19, 2020

FROM:

BRENT HAWKINSON

Director of 9-1-1 & Public Safety

INFORMATION:

As requested at the June 2020 9-1-1 ACOG Board Meeting, staff is preparing an FY 2021 cost analysis for each PSAP that outlines the actual costs associated with membership withdrawal from 9-1-1 ACOG. Per the successful completion of NG9-1-1 contract negotiations with NGA 911 and Solacom, staff is in the process of completing the cost analysis to include NGA 911 and Solacom's expenditures to each PSAP analysis and will distribute within the next few weeks.

ACTION REQUESTED:

For information only.