



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, FEBRUARY 25, 2021, 1 P.M.

**IF UNABLE TO ATTEND IN-PERSON,
PLEASE ACCESS THE CALL-IN
INSTRUCTIONS:**

**DIAL-IN NUMBER: 1-800-326-0013
PARTICIPANT PASSCODE: 5987365**

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS WILL HOLD A COMBINATION **IN-PERSON AND CALL-IN** REGULAR MEETING ON THURSDAY, FEBRUARY 25, IN THE OKLAHOMA COUNTY BALLROOM (BEHIND THE ACOG BOARD ROOM), 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

The Ballroom ([download a short video of the Ballroom here](#)) is setup to follow social distancing guidelines. Masks are required during the meeting. 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, FEBRUARY 22, 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 JANUARY 28, 2021 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. **APPROVAL OF THE 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)."

CONSENT DOCKET ITEMS:

- A. Finance Report - Deborah Cook, Director of Finance ([ATTACHMENT 5-A](#))
For information only.

END OF CONSENT DOCKET

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

- A. NG9-1-1 Implementation Status Report – Brent Hawkinson, Director of 9-1-1 & Public Safety, (ATTACHMENT 6-A) For 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, March 25, 2021

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 Councilmember	Hon. Kathy Larsen 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 Mayor	Hon. Pam Finch Councilmember ----- 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 Mayor	Hon. Brian Hall Trustee ----- Hon. William (Terry) Arps Trustee
MERIDIAN (1)	Hon. Ronald Dumas Mayor	Hon. Joyce Swanson Vice-Mayor

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

CITY/ORGANIZATION	MEMBERS	ALTERNATES
MIDWEST CITY (24)	Hon. Matt Dukes Mayor	Hon. Pat Byrne Councilmember ----- Hon. Christine Allen 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 Vice-Mayor	Hon. Joe Covey Councilmember ----- 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 Councilmember	Hon. Gail Hatfield Councilmember ----- Hon. Dianne Gray Councilmember
NORMAN (37)	Hon. Breea Clark Mayor	Hon. Stephen Holman Councilmember
PIEDMONT (3)	Hon. Kevan Blasdel Councilmember	Hon. Melissa Ashford Councilmember ----- Hon. Austin Redus Councilmember
SLAUGHTERVILLE (2)	Hon. Ronnie Fulks Trustee	Hon. Steve Easom Mayor
SMITH VILLAGE (1)	No Designee	Hon. Kathy Jordan Trustee
SPENCER (2)	Hon. Frank Calvin Mayor	Hon. John Scalan Vice-Mayor ----- Hon. Kerry Andrews Councilmember
THE VILLAGE (4)	Hon. David Bennett Mayor	Hon. Sonny Wilkinson Councilmember ----- Cathy Cummings Councilmember

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 Mayor	Hon. Roger Godwin 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 Commissioner	Hon. Darry Stacy Commissioner ----- Hon. Harold Haralson Commissioner
LOGAN COUNTY (12)	Hon. Marven Goodman Commissioner	Hon. Michael Pearson Commissioner ----- Hon. Monty Piearcy Commissioner
OKLAHOMA COUNTY (9)	Hon. Carrie Blumert Commissioner	Hon. Brian Maughan Commissioner ----- Hon. Kevin Calvey Commissioner

ATTACHMENT 2

SUBJECT:

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

DATE:

JANUARY 28, 2021

The regular meeting of the 9-1-1 Association of Central Oklahoma Governments Board of Directors was convened at 1:00 p.m., on January 28, 2021, in the Oklahoma County Ballroom (behind 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

Hon. Mark Hamm Councilmember

ENTITY/AGENCY

Moore

BOARD MEMBERS PRESENT

Hon. James Woodard, Mayor
Hon. Josh Moore, Councilmember
Hon. Steven Gentling, Mayor
Hon. Ray Poland, Mayor
Hon. John Kenney, Mayor
Hon. Jenni White, Mayor
Hon. Matt Dukes, Mayor
Hon. Brian Grider, Vice-Mayor
Hon. Mike Fullerton, Vice-Mayor
Hon. Stephen Holman, Councilmember
Hon. Kevan Blasdel, Councilmember
Hon. Steve Easom, Mayor
Hon. David Bennett, Mayor
Hon. Cathy Cummings, Councilmember
Hon. Mary Smith, Vice-Mayor
Hon. John Knipp, Councilmember
Hon. Shelli Selby, Mayor
Hon. Rod Cleveland, Commissioner

Arcadia
Edmond
Guthrie
Jones City
Lake Aluma
Luther
Midwest City
Mustang
Newcastle
Norman
Piedmont
Slaughterville
The Village
The Village
Tuttle
Warr Acres
Yukon
Cleveland County

BOARD MEMBERS ABSENT

Hon. Chris Powell, Councilmember
Hon. Stan Wiczorek, Mayor
Hon. Floyd Eason, Mayor
Hon. Matt White, Mayor
No Designee
Hon. Kim Bishop, Vice-Mayor
Hon. Max Punneo, Vice Mayor
Hon. Ronald Dumas, Mayor
Hon. Peter Hoffman, Vice- Mayor
Hon. Brian Foughty, Mayor
Hon. Marge Hill, Councilmember
Hon. Kathy Jordan, Trustee

Bethany
Cedar Valley
Del City
El Reno
Forest Park
Harrah
Lexington
Meridian
Nichols Hills
Nicoma Park
Noble
Smith Village

BOARD MEMBERS ABSENT (Cont.)

Hon. Frank Calvin, Mayor
No Designee
Hon. Jim Gilbert, Mayor
Hon. Marc Hader, Commissioner
Hon. Marven Goodman, Commissioner
Hon. Carrie Blumert, Commissioner

Spencer
Valley Brook
Woodlawn Park
Canadian County
Logan County
Oklahoma County

GUESTS

Pete White
Hon. Shelia Stevenson, Mayor

ACOG Legal Counsel
Langston City

STAFF

Mark W. Sweeney
Brent Hawkinson
John M. Sharp
Rachel Meinke
Debbie Cook
Beverly Garner
Shana Sapp

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 1:07 p.m. A quorum was present.

2. APPROVAL OF MINUTES - REGULAR MEETING DECEMBER 17, 2020

Director Steven Gentling made a motion to approve the December 17, 2020 minutes. Director David Bennett second the motion. The motion carried unanimously.

3. COMMUNICATIONS:

- A. CHAIRPERSON’S REPORT - None
- B. EXECUTIVE DIRECTOR’S REPORT - None

4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS

None

5. 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 JANUARY 2021 CLAIMS

Director Ray Poland 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. **9-1-1 ACOG CLAIMS PROCESS REVISION**

Ms. Cook went over the 9-1-1 ACOG current claims process. She said staff surveyed other COGs to provide information on their claims and payment process. She said the information received from these COGs were used to develop a proposed, revised claims process that is customized to the specific needs of the ACOG organization, as detailed in the agenda memorandum. Mr. Sweeney added that there will no longer be a need for amended claims and payments will arrive faster to members and vendors. He said if there is no quorum or board meeting it will not stop the process of payments.

Director Matt Dukes made a motion to approve staff recommendations of the proposed revision to the current claims process. Director Kevan Blasdel seconded the motion. The motion carried the following votes:

AYE: James Woodard (Arcadia), Josh Moore (Edmond), Steven Gentling (Guthrie), Ray Poland (Jones City), John Kenney (Lake Aluma), Jenni White (Luther), Matt Dukes (Midwest City), Brain Grider (Mustang), Mike Fullerton (Newcastle), Stephen Holman (Norman), Kevan Blasdel (Piedmont), Steve Easom (Slaughterville), David Bennett (The Village), Cathy Cummings (The Village), Mary Smith (Tuttle), John Knipp (Warr Acres), Shelli Selby (Yukon)

NAY: Rod Cleveland (Cleveland County)

ABSTAIN: None

B. **NG9-1-1 IMPLEMENTATION STATUS REPORT**

Mr. Hawkinson went over the NG9-1-1 Implementation Status report. He said NGA 911 Call Routing Solution and Solacom Call Handling Solution Reports are provided as informational updates to the progress ACOG staff and our vendors are making with implementing the NG9-1-1 Program. He said NGA 9-1-1 has provided, and ACOG staff has accepted, the following plans as a guide towards successful deployment, implementation, and cutover to ESInet and NGCS for the 9-1-1 ACOG Region PSAPs. He said this includes Acceptance Test Plan, Project Deployment Plan, Network Plan, Maintenance Plan, Training Plan and Disaster Recovery Plan. He said the plan includes coordination with, but are not limited to, 9-1-1 ACOG PSAP Directors, Wireline, Wireless, and VoIP Telephone Service Providers, INTRADO, 9-1-1 ACOG's current 9-1-1 Call Handling & TCC Provider, GeoComm, 9-1-1 ACOG's current Map & GIS Database Support Provider, and Solacom, 9-1-1 ACOG's new 9-1-1 Call Handling & Map Provider. He said in order to monitor progress and ensure transparency with accountability, weekly Synchronization Meetings were established starting on December 2, 2020.

Mr. Hawkinson went over the Solacom Call Handling solution. He said Solacom hosted a kick-off meeting on November 18, 2020, which introduced team members, identified ACOG staff and Solacom staff roles and responsibilities.

He said the initial Project Timeline was provided to ACOG staff as a fluid target point. He said ACOG had two successful interoperability processes on January 15 and January 22, between the call handling solution which is Solacom and NGA 9-1-1 ESInet. He said both tested successfully.

C. 2021 9-1-1 CALLING AREA & PSAP BOUNDARY POPULATION MAPS VERIFICATION

Mr. Hawkinson went over the 2021 9-1-1 Calling Area & PSAP Boundary Population Maps. He said this is an annual request by the Oklahoma Management Authority of all the 9-1-1 centers to provide verification of the PSAP boundary maps with a letter that certifies the PSAP boundary, along with the designation of the money gathered by the Oklahoma Tax Commission (OTC) to 9-1-1 ACOG. He said that all the maps have been delivered by the Oklahoma Conservation Commission, who is working with the Oklahoma Management Authority in providing mapping verification throughout the state. He said accountability will be between the Oklahoma Management Authority and the Oklahoma Tax Commission. He said that all the funding goes directly to OTC and that it is the remittance for wireless, pre-paid wireless, and VoIP. He said the deadline to turn in the reports has been extended to March 22, 2021.

Director Jenni White asked if there would be a smooth transition if the reports are not ready by March. Mr. Hawkinson said yes, discrepancies are resolved by 9-1-1 GIS staff through the Oklahoma Conservation Commission. He said that the letters are sent out early in the year in case the 9-1-1 Director of the PSAPs disputes the boundaries. He said the information is sent to the Oklahoma Management Authority and that the deadline to communicate any changes will be no later than June 1, 2021.

7. GENERAL STATUS REPORT

9-1-1 Operations:

Personnel – Staff has conducted interviews with prospective candidates for the 9-1-1 Systems Specialist II position, with plans to complete the interview process in February and hire in March.

9-1-1 GIS:

Personnel – New GIS staff members are making significant contributions to the GIS department by progressing into learning and helping with the Cell Carrier Spreadsheet updates that are sent daily, as well as handling address requests, MSAG, and plat information for the department.

9-1-1 Institute:

Personnel – In alignment with the NG9-1-1 Program, staff will be advertising the 9-1-1 Education Coordinator position in February, with plans to hire in March. This budgeted position will report directly to the 9-1-1 Institute Programs Manager.

Institute Classes Scheduled:

Communications Officer Refresher – [February 1] This one-day class is designed for current CTOs to go over the foundations for a successful training program.

APCO Communications Center Supervisor – [February 22- 24] This three-day class is designed for prospective, new, or experienced communications supervisors who want to enhance their supervisory skills and knowledge.

PSAP Call Volume Statistics:

Monthly PSAP Call Volume Statistics are available for you on the front table.

8. **NEW BUSINESS:**

9. **ADJOURN**

There being no further business to discuss, Chair Mark Hamm adjourned the meeting at 1:33 p.m.

ADOPTED THIS 25TH DAY OF FEBUARY 2021.

CHAIR

SECRETARY-TREASURER

CONSENT DOCKET

ATTACHMENT 5-A

SUBJECT:
FINANCE REPORT

DATE:
FEBRUARY 25, 2021

FROM:
DEBORAH COOK
Finance Director

INFORMATION:

Claims are being paid biweekly in accordance with the Revised Claims Process approved by the Board at the January meeting. A claims list of all invoices paid during the month of February will be included on the March agenda as a consent item requiring the Board's ratification. The cash status report for the month of January is attached.

ACTION REQUESTED:

For information only.

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED JANUARY 2021**

	<u>OPERATING ACCOUNT</u>	<u>SAVINGS ACCOUNT</u>	<u>TOTAL</u>
Beginning Balance <i>January 1, 2021</i>			
<i>Cash on Deposit</i>	<u>\$ 8,601,888.41</u>	<u>\$ 12,022,932.70</u>	<u>\$ 20,624,821.11</u>
Cash Receipts			
Fee Income - Wireline	\$ 57,320.60	\$ -	\$ 57,320.60
Fee Income - OTC	423,291.05	-	423,291.05
Contracts	-	-	-
Transfers of Funds	-	-	-
Interest/Dividend Earned	-	305.62	305.62
Miscellaneous	-	-	-
Total Cash Receipts	<u>\$ 480,611.65</u>	<u>\$ 305.62</u>	<u>\$ 480,917.27</u>
Cash Disbursements			
Claims/Operating Expense	\$ 1,146,799.48	\$ -	\$ 1,146,799.48
9-1-1 Fund Disbursement	-	-	-
OTC Service Fees Disb	112,047.64	-	112,047.64
Transfers of Funds	-	-	-
Miscellaneous - Void Check	-	-	-
Total Cash Disbursements	<u>\$ 1,258,847.12</u>	<u>\$ -</u>	<u>\$ 1,258,847.12</u>
Ending Balance <i>January 31, 2021</i>			
<i>Cash on Deposit</i>	<u><u>\$ 7,823,652.94</u></u>	<u><u>\$ 12,023,238.32</u></u>	<u><u>\$ 19,846,891.26</u></u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DISBURSEMENT OF OKLAHOMA TAX COMMISSION SERVICE FEES
JANUARY 2021**

Bethany	\$	3,725.72
Cleveland County		3,974.76
Del City		3,964.39
Edmond		19,403.96
El Reno		4,440.65
Guthrie		5,933.98
Midwest City		10,459.01
Moore		11,222.57
Mustang		3,467.03
Newcastle		1,794.57
Nichols Hills		680.07
Noble		1,286.30
Norman		21,162.23
Oklahoma County		9,473.05
The Village		1,708.04
Tuttle		1,268.07
Warr Acres		1,941.70
Yukon		<u>6,141.54</u>
Total January Disbursements	\$	<u>112,047.64</u>

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

ATTACHMENT 6-A

SUBJECT:

NG9-1-1 IMPLEMENTATION STATUS REPORT

DATE:

FEBRUARY 25, 2021

FROM:

BRENT HAWKINSON

Director of 9-1-1 & Public Safety

INFORMATION:

NGA 911 Call Routing Solution and Solacom Call Handling Solution Reports are provided as informational updates to the progress ACOG staff and our vendors are making with implementing the NG9-1-1 Program.

NGA 9-1-1 CALL ROUTING SOLUTION

NGA 911 has arranged for Cabinet space at our Primary (TierPoint) and Secondary (MidCon) Data Centers.

NGA 9-1-1 has successfully completed interoperability testing with:

- Solacom Lab Interface
- Text Control Center Interface (Intrado)
- SIP Call Handoff - Lab test

NGA911 is in the process of coordinating Wireline, Wireless, and VoIP Carrier Transition to ESInet. Letter of Authorization from ACOG allows NGA 911 to negotiate the following:

- Conversion from Centralized Automatic Message Accounting (CAMA) to Session Initiation Protocol (SIP) at the End Office (Wireline)
- Conversion from Signaling System 7 (SS7) to SIP at the Mobile Telephone Switching Office (MTSO) (Wireless)
- Conversion from SS7 to SIP at the End Office (VoIP)

Weekly Synchronization Meetings established December 2, 2020, (Wednesdays @ 1:30pm) will continue through the life of the project.

SOLACOM CALL HANDLING SOLUTION

Solacom is making arrangements for cabinet space at our Primary (TierPoint) and Secondary (MidCon) Data Centers.

Solacom, with 9-1-1 Technical Staff, is in the process of completing the Project Status Workbook, which includes a Tab for both Host Sites and all 21 PSAPs and provides a detailed listing of all Customer Provided Equipment (CPE) components. PSAPs will be arranged into CUT GROUPS, with the Host Sites (TierPoint & MidCon) and the Training PSAP in the first cut group. This first cut group is scheduled for April 15, 2021.

To ensure a successful implementation of the new 9-1-1 Call Handling & Map Solution, Weekly Status Meeting established on December 10, 2020 (Thursdays @ 11am) will continue throughout the life of the project.

ACTION REQUESTED:

For information only.