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
<table>
<thead>
<tr>
<th>CITY/ORGANIZATION</th>
<th>MEMBERS</th>
<th>ALTERNATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCADIA (1)</td>
<td>Hon. James Woodard Mayor</td>
<td>Hon. Marcus Woodard Vice-Mayor</td>
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<tr>
<td>BETHANY (8)</td>
<td>Hon. Chris Powell Councilmember</td>
<td>Hon. Kathy Larsen Councilmember</td>
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<td>CEDAR VALLEY (1)</td>
<td>Hon. Stan Wieczorek Mayor</td>
<td>Hon. Jerry Cole Trustee</td>
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<td>CHOCTAW (5)</td>
<td>Hon. Mike Birdsong Councilmember</td>
<td>Hon. Roger Malone Councilmember</td>
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<td>DEL CITY (9)</td>
<td>Hon. Floyd Eason Mayor</td>
<td>Hon. Pam Finch Councilmember</td>
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<tr>
<td>EDMOND (33)</td>
<td>Hon. Josh Moore Councilmember</td>
<td>Hon. Daniel O'Neil Mayor</td>
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<tr>
<td>EL RENO (7)</td>
<td>Hon. Matt White Mayor</td>
<td>Hon. Tim Robinson Councilmember</td>
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<tr>
<td>FOREST PARK (1)</td>
<td>No Designee</td>
<td>No Designee</td>
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<td>GUTHRIE (4)</td>
<td>Hon. Steven J. Gentling Mayor</td>
<td>Hon. Jeff Taylor Councilmember</td>
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<td>HARRAH (2)</td>
<td>Hon. Kim Bishop Vice-Mayor</td>
<td>Hon. Tom Barron Councilmember</td>
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<td>JONES CITY (1)</td>
<td>Hon. Ray Poland Mayor</td>
<td>No Designee</td>
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<tr>
<td>LAKE ALUMA (1)</td>
<td>Hon. John Kenney Mayor</td>
<td>Hon. Tom Steiner Treasurer</td>
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<td>LEXINGTON (1)</td>
<td>Hon. Mike Donovan Councilman</td>
<td>Hon. Max Punneo Vice-Mayor</td>
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<tr>
<td>LUTHER (1)</td>
<td>Hon. Jenni White Mayor</td>
<td>Hon. Brian Hall Trustee</td>
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<tr>
<td>MERIDIAN (1)</td>
<td>Hon. Ronald Dumas Mayor</td>
<td>Hon. Joyce Swanson Vice-Mayor</td>
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<tr>
<td>CITY/ORGANIZATION</td>
<td>MEMBERS</td>
<td>ALTERNATES</td>
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</table>
| 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. Brea 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 |
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<th>CITY/ORGANIZATION</th>
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<th>ALTERNATES</th>
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<tr>
<td>TUTTLE (3)</td>
<td>Hon. Mary Smith Vice-Mayor</td>
<td>Hon. Austin Hughes Councilmember</td>
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<tr>
<td>VALLEY BROOK (1)</td>
<td>No Designee</td>
<td>No Designee</td>
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<td>WARR ACRES (4)</td>
<td>Hon. Jim Mickley Mayor</td>
<td>Hon. Roger Godwin Councilmember</td>
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<td>Hon. John Knipp Councilmember</td>
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<td>WOODLAWN PARK (1)</td>
<td>Hon. Jim Gilbert Mayor</td>
<td>No Designee</td>
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<tr>
<td>YUKON (10)</td>
<td>Hon. Shelli Selby Mayor</td>
<td>Hon. Rick Cacini Councilmember</td>
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<tr>
<td>CANADIAN COUNTY (3)</td>
<td>Hon. Marc Hader Commissioner</td>
<td>Hon. Jack Stewart Commissioner</td>
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<td>Hon. David Anderson Commissioner</td>
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<tr>
<td>CLEVELAND COUNTY (6)</td>
<td>Hon. Rod Cleveland Commissioner</td>
<td>Hon. Darry Stacy Commissioner</td>
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<td>Hon. Harold Haralson Commissioner</td>
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<tr>
<td>LOGAN COUNTY (12)</td>
<td>Hon. Marven Goodman Commissioner</td>
<td>Hon. Michael Pearson Commissioner</td>
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<td>Hon. Monty Piearcy Commissioner</td>
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<tr>
<td>OKLAHOMA COUNTY (9)</td>
<td>Hon. Carrie Blumert Commissioner</td>
<td>Hon. Brian Maughan Commissioner</td>
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<td>Hon. Kevin Calvey Commissioner</td>
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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.

**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

**Board Members Absent**
- Hon. Chris Powell, Councilmember
- Hon. Stan Wieczorek, 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

**Presiding**
Hon. Mark Hamm

**Entity/Agency**
- Moore
- Arcadia
- Edmond
- Guthrie
- Jones City
- Lake Aluma
- Luther
- Midwest City
- Mustang
- Newcastle
- Norman
- Piedmont
- Slaughterville
- The Village
- Tuttle
- Warr Acres
- Yukon
- Cleveland County
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
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 FEBRUARY 2021.

_________________________________________  _______________________________________
CHAIR  SECERTARY-TREASURER
CONSENT
DOCKET
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.
## Cash Status Report

**For the Month Ended January 2021**

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<th>Operating Account</th>
<th>Savings Account</th>
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<td><strong>Beginning Balance</strong></td>
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<td>Cash on Deposit</td>
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<th><strong>Cash Receipts</strong></th>
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<td>Fee Income - Wireline</td>
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<td>Miscellaneous</td>
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<td><strong>Total Cash Receipts</strong></td>
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<th><strong>Cash Disbursements</strong></th>
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<td>Claims/Operating Expense</td>
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<td>9-1-1 Fund Disbursement</td>
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<td>Transfers of Funds</td>
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<td>Miscellaneous - Void Check</td>
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<td><strong>Total Cash Disbursements</strong></td>
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<td>Warr Acres</td>
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<tr>
<td>Yukon</td>
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Total January Disbursements $112,047.64
REGULAR AGENDA ITEMS THAT MAY REQUIRE 9-1-1 ACOG BOD ACTION
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.