



# BOARD OF DIRECTORS

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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, JUNE 24, 2021, 1 P.M.**

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS WILL HOLD A REGULAR **IN-PERSON** MEETING ON THURSDAY, JUNE 24, IN THE ACOG BOARD ROOM, 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

PLEASE NOTIFY ACOG AT 405-234-2264 (TDD/TTY CALL 7-1-1 STATEWIDE) BY 5 P.M. MONDAY, JUNE 21, IF YOU REQUIRE ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT OR SECTION 504 OF THE REHABILITATION ACT.

# AGENDA

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1. CALL TO ORDER ([ATTACHMENT 1](#))
2. APPROVAL OF MAY 27, 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

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## 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.

### CONSENT DOCKET ITEMS:

- A. Finance Report – May 2021 Claims: Deborah Cook, CPA, Director of Finance  
([ATTACHMENT 5-A](#)) *Action requested.*

### END OF CONSENT DOCKET

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

- A. Renewal of Annual AT&T Contract for Core 9-1-1 Services: Brent L. Hawkinson, Director of 9-1-1 and Public Safety ([ATTACHMENT 6-A](#)) *Action requested.*
- B. Renewal of Cox Metro-E Network Contract: Brent L. Hawkinson, Director of 9-1-1 and Public Safety ([ATTACHMENT 6-B](#)) *Action requested.*
- C. Contract Extension with University of Oklahoma for PSAP 9-1-1 Call Taking Equipment and Support Services: Brent L. Hawkinson, Director of 9-1-1 and Public Safety ([ATTACHMENT 6-C](#)) *Action requested.*
- D. Consideration of FY 2022 9-1-1 ACOG Annual Budget and Work Plan: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-D](#)) *Action requested.*
- E. 9-1-1 ACOG Storage Lease: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-E](#)) *Action requested.*
- F. Proposed Amendments to the 9-1-1 ACOG Agreement & the Establishment of Bylaws for the 9-1-1 ACOG Board of Directors: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-F](#)) *Actions requested.*
- G. NG9-1-1 Implementation Status Report: Brent L. Hawkinson, Director of 9-1-1 and Public Safety ([ATTACHMENT 6-G](#)) *For information only.*

**7. GENERAL STATUS REPORT:** Brent Hawkinson, Director of 9-1-1 & Public Safety  
*For information only.*

**8. NEW BUSINESS**

**9. ADJOURN**

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**NEXT MEETING:**

Thursday, August 26, 2021, 1 p.m.

# 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. Nikki Lloyd Mayor	Hon. Kathy Larsen Councilmember ----- Hon. Chris Powell Vice-Mayor
CEDAR VALLEY (1)	Hon. Stan Wieczorek Mayor	Hon. Jerry Cole Trustee
CHOCTAW (5)	Hon. Chad Williams Councilmember	Hon. Jeannie Abts Councilmember
DEL CITY (9)	Hon. Floyd Eason Mayor	Hon. Pam Finch Councilmember ----- Hon. Michael Dean Councilmember
EDMOND (33)	Hon. Josh Moore Councilmember	Hon. Darrell Davis 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. Chris Lally Councilmember	Hon. Tom Barron Councilmember
JONES CITY (1)	Hon. Ray Poland Mayor	Hon. Missy Wilkinson Vice-Mayor
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. Terry Arps Mayor	Hon. Joshua Rowton Trustee ----- Hon. Carla Caruthers 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 Mayor	Hon. Michael Ray Councilmember
NEWCASTLE (4)	Hon. Gene C. Reid Councilmember	Hon. Mike Fullerton Vice-Mayor
NICHOLS HILLS (2)	Hon. E. Peter Hoffman Jr. Mayor	No Designee
NICOMA PARK (1)	Hon. Mark Cochell Mayor	Hon. Mike Czerczyk Vice-Mayor
NOBLE (3)	Hon. Phil Freeman Mayor	Hon. Ezra Roesler Vice-Mayor ----- Hon. Gary Hicks 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. Valerie Stockton 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. Cathy Cummings Councilmember	Hon. Sonny Wilkinson Mayor ----- Hon. Adam Graham Vice-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 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. Kody Ellis Commissioner	Hon. Marven Goodman 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:

May 27, 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 May 27, 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. Stan Wieczorek, Mayor  
Hon. Chad Williams, Councilmember  
Hon. Josh Moore, Councilmember  
Hon. Steven Gentling, Mayor  
Hon. Chris Lally, Councilmember  
Hon. Ray Poland, Mayor  
Hon. Matt Dukes, Mayor  
Hon. Brian Grider, Mayor (CALL-IN)  
Hon. Gene C. Reid, Councilmember  
Hon. Mike Fullerton, Vice-Mayor  
Hon. Stephen Holman, Councilmember  
Hon. Kevan Blasdel, Councilmember  
Hon. Valerie Stockton, Trustee  
Hon. Cathy Cummings, Councilmember  
Hon. Mary Smith, Vice-Mayor  
Hon. Rod Cleveland, Commissioner  
Hon. Harold Harrison, Commissioner  
Hon. Kody Ellis, Commissioner (CALL-IN)  
Hon. Carrie Blumert, Commissioner

Arcadia  
Cedar Valley  
Choctaw  
Edmond  
Guthrie  
Harrah  
Jones City  
Midwest City  
Mustang  
Newcastle  
Newcastle  
Norman  
Piedmont  
Slaughterville  
The Village  
Tuttle  
Cleveland County  
Cleveland County  
Logan County  
Oklahoma County

#### BOARD MEMBERS ABSENT

Hon. Nikki Lloyd, Mayor  
Hon. Floyd Eason, Mayor  
Hon. Matt White, Mayor  
No Designee  
Hon. John Kenny, Mayor  
Hon. Mike Donovan, Councilmember  
Hon. Terry Arps, Mayor  
Hon. Ronald Dumas, Mayor  
Hon. Peter Hoffman, Vice-Mayor  
Hon. Mark Cochell, Mayor

Bethany  
Del City  
El Reno  
Forest Park  
Lake Aluma  
Lexington  
Luther  
Meridian  
Nichols Hills  
Nicoma Park

**BOARD MEMBERS ABSENT (Cont.)**

Hon. Phil Freeman, Mayor  
 Hon. Kathy Jordan, Trustee  
 Hon. Frank Calvin, Mayor  
 No Designee  
 Hon. Jim Mickley, Mayor  
 Hon. Jim Gilbert, Mayor  
 Hon. Shelli Selby, Mayor  
 Hon. Marc Hader, Commissioner

Noble  
 Smith Village  
 Spencer  
 Valley Brook  
 Warr Acres  
 Woodlawn Park  
 Yukon  
 Canadian County

**GUESTS**

Pete White  
 Robert Floyd, City Manager  
 Hon. Chuck Kemper, Councilmember  
 David Jones, Senior Vice-President  
 Molly Falls, Senior Tech Specialist  
 Karen Henry, J.D. Comm. Consultant (CALL-IN)

ACOG Legal Counsel  
 Blanchard  
 Blanchard  
 Mission Critical Partners  
 Mission Critical Partners  
 Mission Critical Partners

**STAFF**

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

**POSITION**

Executive Director  
 9-1-1 & Public Safety Director  
 Deputy Director  
 Finance Director  
 Public Information Director  
 Executive Assistant  
 9-1-1 Administrative Assistant  
 9-1-1 Systems Support Manager  
 9-1-1 System Specialist II

**1. CALL TO ORDER**

Chairman Mark Hamm called the meeting to order at 1:03 p.m. A quorum was present.

**2. APPROVAL OF MINUTES - REGULAR MEETING APRIL 29, 2021**

Director Ray Poland made a motion to approve the April 29, 2021 minutes. Director Josh Moore second the motion. The motion carried unanimously.

**3. COMMUNICATIONS:**

A. CHAIRPERSON'S REPORT - None

A. EXECUTIVE DIRECTOR'S REPORT - Mr. Sweeney went over the Communications Roadmap for Next Generation 9-1-1 Implementation. He said that the Board was presented with the Communications Roadmap for NG9-1-1 in April. He said the goal of the communication campaign is to educate the Board members, PSAP leaders, RPAC members, local elected officials, and citizens living in the 9-1-1 ACOG service area about the basics of NG9-1-1. He said one of the first communication pieces is a one-page fact sheet developed by Mission Critical Partners (MCP) and the ACOG Public Information Department. He said each Board member should have a copy of the one-page fact sheet titled "What is NG9-1-1?" and it will also be available for download at [ACOG.org\NG911](https://www.acog.org/NG911). He said this will be one of several fact sheets to be used as a guide when addressing any NG9-1-1 concerns or issues.



Mr. Sweeney informed the Board that the 9-1-1 ACOG Agreement and Bylaws Steering Committee met for a second time on May 18. He said they discussed the amendments to the 9-1-1 Agreement, as well as preparing a draft copy of the Bylaws. He said since the establishment of 9-1-1 ACOG, there have been no Bylaws created and that the Agreement states the Board will establish Bylaws. He said he will have a draft of the Bylaws, along with the recommended changes to the Agreement, ready at the next 9-1-1 ACOG Board meeting on June 24. Director Poland asked Mr. Sweeney to go over the ratification of the Agreement amendments. Mr. Sweeney said any changes made to the Agreement will go to each of the cities/counties that are participants in the 9-1-1 ACOG system for a vote of ratification and that the adoption is based on the majority of the entities approving the amendments. The approved amendments will then be sent to the Oklahoma Attorney General for final acceptance. He said the Bylaws only have to be approved by the Board and do not have to go out to the member governments for approval. He said the adopted Bylaws will be made available to the member governments, and it may take 90 to 120 days for approval of any Agreement amendments.

#### **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 April 2021 Claims**

Director Stan Wieczorek made a motion to approve that all the items under the consent docket to be considered in one vote. Director Stephen Holman seconded the motion. The motion carried unanimously.

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

##### **A. Election of FY 2022 Officers for the 9-1-1 ACOG Board of Directors**

Mr. Sweeney said the ACOG Nominations Committee met on May 12, 2021, to consider Chair, Vice Chair and Secretary/Treasurer Nominees for FY 2022 (July 1, 2021– June 30, 2022). He said Director Hamm has served his two years as chair, so the committee recommended that the following persons be nominated for these offices: Chair: Commissioner Rod Cleveland-Cleveland County, Vice-Chair: Commissioner Carrie Blumert-Oklahoma County, and Secretary/Treasurer: Mayor Brian Grider-City of Mustang. Mr. Sweeney asked for a motion to approve the recommendations of the ACOG Nominations Committee and/or any additional recommendations made by the Board in the meeting, and to elect the nominees as officers of the 9-1-1 Association of Central Oklahoma Governments Board of Directors for FY 2022.

Director Poland made a motion to approve the recommendations of the ACOG Nominations Committee. Director Holman seconded the motion. The motion carried unanimously.

B. 9-1-1 ACOG Board of Directors Custodians' Resolution- Banking Signatures

Director Moore made a motion to approve the updated official custodians' resolution for FY 2022. Director Holman seconded the motion. The motion carried unanimously.

C. City of Blanchard 9-1-1 ACOG Membership

Mr. Hawkinson went over the 9-1-1 ACOG Membership for the City of Blanchard. He said that under the 1988 Agreement Creating the 9-1-1 Association of Central Oklahoma Government, units of local government may join the 9-1-1 Association by passage of an ordinance, resolution or otherwise pursuant to the law of the governing body seeking membership. He said upon signing the agreement, signatories shall be designated as members and shall select its voting board member to the 9-1-1 Association, along with not more than two alternates. He said designees shall be members of the governing board of the member and appointments shall be in writing, duly authorized, and executed by the appropriate official (s) of the appointing member. He said the City Council of the City of Blanchard, located in McClain County, officially approved the 9-1-1 ACOG Agreement for membership by way of resolution on March 23, 2021. He said a copy of the 9-1-1 ACOG Agreement, signed by the 9-1-1 ACOG Board of Directors Chair, will be emailed to City of Blanchard Mayor for counter signature, establishing Blanchard Police Department (PD) as a Primary PSAP within the 9-1-1 ACOG Regional System. For information only.

D. City of Blanchard Primary PSAP Expenditures

Mr. Hawkinson said the City of Blanchard has agreed to reimburse 9-1-1 ACOG all the one-time (non-recurring costs) for a Primary PSAP at Blanchard Police Department within the 9-1-1 ACOG Next Generation 9-1-1 Call Routing and Call Handling System, at an amount not to exceed \$200,00.00. He said to support the monthly-recurring costs of the PSAP, the City of Blanchard also agrees to assign 9-1-1 Wireline Telephone Remittance Fees to 9-1-1 ACOG, and direct Oklahoma Tax Commission to forward Wireless, Pre-paid Wireless, and VoIP 9-1-1 Remittance Fees to 9-1-1 ACOG. Fees to be remitted to McClain County 9-1-1, the current 9-1-1 provider, until implementation of 9-1-1 ACOG System. He said this is projected to be in late October 2021. Mr. Hawkinson asked the board for a motion to authorize the Executive Director to procure Next Generation 9-1-1 Call Routing, Call Handling, and Network Equipment & Services through 9-1-1 ACOG's Contracted Vendors, at a total one-time cost not to exceed \$200,00.00.

Director Poland made a motion to authorize the Executive Director to procure Next Generation 9-1-1 Call Routing, Call Handling, and Network Equipment & Services through 9-1-1 ACOG's Contracted Vendors, at a total one-time cost not to exceed \$200,00.00. Director Holman second the motion. The motion carried unanimously.

E. Renewal of GeoComm Agreement for 9-1-1 GIS Data Support

Mr. Hawkinson went over the renewal of the GeoComm Agreement for 9-1-1 GIS Data Support. He said this was an annual agreement that 9-1-1 ACOG has with GeoComm. He said two of the four services that ACOG receives from GeoComm will be terminated this fiscal year following implementation of the GeoLynx Data Support and the GeoLynx DMS Support. He said GeoComm will continue to maintain these services until the completion of the contract and implementation of the Solacom Call-Handling System. He said at ACOG's request, GeoComm has written a contract with a 30-day termination clause. He asked the board to make a motion authorizing the Executive Director to negotiate and execute an agreement in an amount not to exceed \$93,228.00 with GeoComm for certain

Geographical Information System (GIS) data support for 9-1-1, FY 2022 (July 1, 2021, through June 30, 2022).

Director Blumert asked why the price is less than the normal cost of \$157,000. Mr. Hawkinson responded that ACOG will discontinue two of the four services provided by GeoComm.

Director Moore made a motion authorizing the Executive Director to negotiate and execute an agreement in an amount not to exceed \$93,228.00 with GeoComm for certain Geographical Information System (GIS) data support for 9-1-1, FY 2022 (July 1, 2021, through June 30, 2022). Director Holman second the motion. The motion passed unanimously.

F. Authorization to Renew the 9-1-1 Professional Services Contract with the City of Oklahoma City

Mr. Hawkinson went over the Renewal for the 9-1-1 Professional Service Contract with the City of Oklahoma City. He said the contract amount will remain the same for services regarding the 9-1-1 database management, the Master Street Address Guide (MSAG) Management, Technical assistance/coordination, Training Services, and Sharing Geographical Information. He said that will encompass the entire 9-1-1 division and total contract amount will not exceed \$65,000.

Director Moore made a motion to authorize the Executive Director to renew the 9-1-1 Professional Services Contract in an amount not to exceed \$65,000 between the City of Oklahoma City and 9-1-1 ACOG for FY 2022 (July 1, 2021, to June 30, 2022). Director Holman second the motion. The motion passed unanimously.

G. Next Generation 9-1-1 Program Update

Mr. Hawkinson introduced Molly Falls, Senior Technologist, and David Jones, Senior Vice President, from Mission Critical Partners (MCP), to provide an update on Next Generation 9-1-1 Program.

Director Poland asked if there were plans for creating an application for non-English 9-1-1 calls. Ms. Falls answered that there are solutions for text translation services and more technology solutions are being developed. Mr. Sweeney asked how the dispatchers would handle a non-English speaking call. Mr. Hawkinson answered that ACOG has an annual agreement with Language Line Services and that every workstation has a one-button transfer to the Language Line. He said there is a possibility for upgrade in the future. Director Poland asked if the caller is then connected to a live person to speak with. Mr. Hawkinson answered yes, the dispatcher stays engaged during the call in order to properly dispatch the call.

Director Cummings asked if there is a specific timeframe for testing before the system becomes active. Ms. Falls answered she does not know the identified timeframe and that NG9-1-1 is conducting lab testing of the interoperability and call transfer features. She said once Solacom installation is complete, 9-1-1 ACOG will perform testing on the features and functionality.

The direct link to the Mission Critical Partners Presentation is:

<http://www.acogok.org/wp-content/uploads/2021/06/MCP-ACOG-NG911-Program-Update-May-27-2021.pdf>

#### H. Cyber Security Services for Next Generation 9-1-1

Mr. Sweeney went over the Cyber Security Services for Next Generation 9-1-1. He said that over the course of the past several months, staff has carefully reviewed cyber security proposals from TierPoint, the security provider for the current system, and Mission Critical Partners (MCP), which is the ACOG 9-1-1 Consultant, for the soon to be completed Next Generation 9-1-1 (NG9-1-1) system. He said both companies are currently under contract with 9-1-1 ACOG; therefore, the proposals can be considered without going through a lengthy request for proposals (RFP) process for the selection of a vendor. He said after thorough analysis of TierPoint's bid, it was determined that the company's lack of experience in working with a 9-1-1 organization with an existing NG9-1-1 system eliminated them from further consideration. He said staff undertook an assessment of MCP's proposal, which included in-depth discussions with both NG9-1-1 vendors, NGA 911, and Solacom and that the MCP bid entails the following two components.

Mr. Sweeney said the first component is called NetInForm, which provides a holistic, standards-based assessment of the network and system components (Discover), as well as the cyber and physical security (Secure) of the call handling system and network. He said this involves infrastructure inventory for all assets tied to the network, device health, security policies and procedures, internal and external vulnerabilities, including exposure to malware, penetration testing and other critical factors relating to overall network health and security. He said MCP will provide an executive summary of the assessment, an assessment score card to staff, and the NetInForm Discover and Secure will have a one-time cost of \$63,700.

Mr. Sweeney said the second component is called NetPulse. He said this is an ongoing network essential and cyber security monitoring for 9-1-1 ACOG's call handling system and network components to ensure that the appropriate level of maintenance and support is being provided for the continuous, robust operation of emergency communications. He said this solution includes 24/7 access to monitoring system management console, monthly functional reviews via conference call, dashboard access to security monitoring activity, dark web monitoring, cybersecurity awareness training and password management and two-factor authentication tools. He said NetPulse Essential and Secure on-going cost for the first year will be \$82,824 and for a five-year contract the cost will be \$422,485.64. He said by doing a five-year contract, it will include a reduction in annual escalator from 3% to 1%, which will never go higher than 1% each year.

Mr. Sweeney said that the majority of MCP's cyber security service can be paid for by utilizing the remaining unencumbered funds of \$479,705.26 in the current consultant services contract. He said with the recent cyber attacks that occurred on Colonial Pipeline and other organizations, it is imperative that 9-1-1 ACOG secure the services of a reputable and experienced cyber security company to protect the 9-1-1 ACOG investment in NG9-1-1. Mr. Sweeney asked for a motion to authorize the Executive Director to proceed with an amendment to the current MCP consultant services agreement to provide NetInForm Discover & Secure at a one-time cost of \$63,700 and NetPulse Ongoing Essential & Secure Network Monitoring for an initial annual cost of \$82,824 along with a five-year contracted maximum amount of \$422,485.64.

Director Cleveland asked if there is a cancellation clause and if there is a clause explaining what would happen if ACOG could not provide funding for the fiscal year. Mr. Sweeney answered that both of those components would be incorporated into the amendment to clarify who is responsible for a specific issue. He said any contracts with ACOG will have qualifiers based upon ACOG's availability of funding and if ACOG no longer had funding, all the contracts would be canceled. He said if a company does not perform as expected

or has continuous issues, then there should be a clause that would allow either correction or ending the contract. Mr. Jones added that through the current contract, there is a cancellation clause as well as a 30-day termination notice. Director Poland asked about the safety precautions and what assurances can MCP provide to ensure there is not a breach in security. Mr. Jones responded that MCP supports several states as well as a number of COGs in Texas and throughout the country. He said MCP's commitment is to ensure that they will stay up to date with the current practices and standards that apply to cyber security and how they apply to public safety and 9-1-1 ACOG.

Director Poland made a motion to authorize the Executive Director to proceed with an amendment to the current MCP consultant services agreement to provide NetInform Discover & Secure at a one-time cost of \$63,700 and NetPulse Ongoing Essential & Secure Network Monitoring for an initial annual cost of \$82,824, along with a five-year contracted maximum amount of \$422,485.64. Director Chad Williams seconded the motion. The motion passed unanimously.

## **7. GENERAL STATUS REPORT**

### **9-1-1 Administrative:**

**Personnel-** In alignment with the NG9-1-1 Program, staff is advertising the 9-1-1 Programs Manager position, with plans to hire in July. This budgeted position will report to the Director of 9-1-1 & Public Safety.

### **9-1-1 Operations:**

**Technical Staff-** Segregation of the AT&T and Cox Metro-E Fiber Fully Meshed Networks at the TierPoint and MidCon Data Centers has been completed, allowing connectivity and turn-up of Hosts to Training PSAP positions to proceed June 1.

**PSAP Requests** – Staff is managing PSAP moves for Warr Acres and Tuttle.

**Personnel** – Staff is pleased to welcome back Ben Bailey as an ACOG employee. Mr. Bailey previously held the positions of 9-1-1 System Specialist I and IT Specialist. Mr. Bailey filled the newly created position of 9-1-1 Systems Specialist II, fulfilling the Next Generation 9-1-1 plan to fully staff our Operations department.

### **9-1-1 GIS:**

**GIS Staff-** While continuing to provide data and information to Solacom (9-1-1 Call Handling Solution vendor), staff is working through multiple map requests from PSAPs and Member Entities, Cell Tower Routing Sheet changes, 9-1-1 Address Requests, MSAG Updates, and Plat updates.

### **9-1-1 Institute:**

**Cultural Diversity – Ripped from the Headlines:** June 15, this one-day course addresses the dispatcher's role in community-oriented policing, de-escalation techniques and responder targeting.

**When High Profile Calls Have a Higher Impact** – June 16, this one-day course identifies lessons learned from high profile calls that identified links in the public safety chain of survival that failed the caller.

**PSAP Call Volume Statistics:**

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

**8. NEW BUSINESS:**

No new business was discussed.

**9. ADJOURN**

There being no further business to discuss, Chair Mark Hamm adjourned the meeting at 2:02 p.m.

ADOPTED THIS 24TH DAY OF JUNE 2021.

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CHAIR

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SECRETARY-TREASURER

# CONSENT DOCKET

## ATTACHMENT 5-A

**SUBJECT:**

**FINANCE REPORT - MAY 2021 CLAIMS**

**DATE:**

JUNE 24, 2021

**FROM:**

**DEBORAH COOK, CPA**

Finance Director

**INFORMATION:**

In accordance with the revised ACOG claims list process, May claims were paid biweekly during the month. A copy of the [claims](#) list for payments made during May is included for ratification. The May cash status report is also included for information.

**ACTION REQUESTED:**

Motion to ratify payment of all claims paid during the month of May 2021.



***In accordance with the revised claims process, this list of claims paid in May is offered for the Board of Directors to ratify.***

**ACOG Administrative Services**

Personnel	\$	206,339.58	
Legal		1,500.00	
Postage		12.24	
Prepaid Dues		(781.37)	
Printing		75.00	
Professional Dues		(768.63)	
Special Projects - Institute		3,100.00	
Telephone & Internet		4,098.00	
Total ACOG Administrative Services	\$		213,574.82

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

AT&T (Network, Database)	\$	39,880.38	
AT&T (Tribbey Circuit)		90.00	
AT&T (Service - Help Desk iPads)		161.04	
Cox Communications		23,858.18	
Dobson Telephone		297.58	
GeoComm, Inc. (GeoLynx Server Maintenance & Add-on)		13,111.50	
Hinton Telephone Company		246.20	
Intrado (Maintenance)		70,680.00	
Language Line		1,363.57	
Logix Communications		199.32	
Mission Critical Partners, LLC		56,224.23	
NGA 911 LLC		37,500.00	
Oklahoma Communication Systems		374.65	
Pioneer Telephone (9-1-1 Trunks )		213.51	
Pioneer Long Distance (Meet Point El Reno to Newcastle)		288.29	
Pottawatomie Telephone Co (Tribbey Circuits)		138.02	
Solacom Technologies Inc (NG 9-1-1)		745,026.47	
Synergy Datacom Supply (Tools & Supplies)		20.07	
TierPoint Oklahoma, LLC (Maintenance)		7,069.00	
Vista Com (Maintenance)		25,528.00	
WEX Fleet Services		172.36	
Windstream		81.05	
Total 9-1-1 Operating/Maintenance			1,022,523.42
Total May Claims	\$		1,236,098.24

**ATTEST:**

\_\_\_\_\_  
**CHAIRMAN**

\_\_\_\_\_  
**SECRETARY/TREASURER**

9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
CASH STATUS REPORT  
FOR THE MONTH ENDED MAY 31, 2021

	OPERATING ACCOUNT	SAVINGS ACCOUNT	TOTAL
Beginning Balance			
<i>May 1, 2021</i>			
Cash on Deposit	\$ 8,193,072.20	\$ 12,023,712.40	\$ 20,216,784.60
Cash Receipts			
Fee Income - Wireline	\$ 30,267.87	\$ -	\$ 30,267.87
Fee Income - OTC	474,603.42	-	474,603.42
Contracts	3,881.88	-	3,881.88
Transfers of Funds	-	-	-
Interest/Dividend Earned	-	366.12	366.12
Miscellaneous	-	-	-
Total Cash Receipts	\$ 508,753.17	\$ 366.12	\$ 509,119.29
Cash Disbursements			
Claims/Operating Expense	\$ 1,236,098.24	\$ -	\$ 1,236,098.24
9-1-1 Fund Disbursement	-	-	-
OTC Service Fees Disb	125,630.33	-	125,630.33
Transfers of Funds	-	-	-
Miscellaneous - Void Check	-	-	-
Total Cash Disbursements	\$ 1,361,728.57	\$ -	\$ 1,361,728.57
Ending Balance			
<i>May 31, 2021</i>			
Cash on Deposit	\$ 7,340,096.80	\$ 12,024,078.52	\$ 19,364,175.32

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

Bethany	\$	4,177.36
Cleveland County		4,456.59
Del City		4,444.96
Edmond		21,756.15
El Reno		4,978.96
Guthrie		6,653.31
Midwest City		11,726.88
Moore		12,583.00
Mustang		3,887.31
Newcastle		2,012.11
Nichols Hills		762.51
Noble		1,442.23
Norman		23,727.57
Oklahoma County		10,621.40
The Village		1,915.09
Tuttle		1,421.79
Warr Acres		2,177.08
Yukon		<u>6,886.03</u>
 Total May Disbursements	 \$	 <u><u>125,630.33</u></u>

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

## ATTACHMENT 6-A

### **SUBJECT:**

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

### **DATE:**

JUNE 24, 2021

### **FROM:**

**Brent Hawkinson**

Director of 9-1-1 & Public Safety

### **INFORMATION:**

Staff recommends the renewal of the annual service agreement with AT&T for core 9-1-1 services, which includes 9-1-1 trunking, database, and wireless services, plus a termination clause to coincide with NG9-1-1 Implementation. This is the basic agreement 9-1-1 ACOG has had with AT&T/Southwestern Bell since the inception of the regional 9-1-1 system. This expense, \$260,766.84, was contemplated and included in the proposed FY 2022 9-1-1 ACOG Annual Budget and Work Plan. To view the Annual AT&T Contract for Core 9-1-1 Services, click on the link below.

<http://www.acogok.org/wp-content/uploads/2021/06/ATT-Agreement.pdf>

### **ACTION REQUESTED:**

Motion to authorize the Executive Director to negotiate and execute a renewal of the annual contract between AT&T and the 9-1-1 Association of Central Oklahoma Governments for core 9-1-1 services for an amount not to exceed \$260,766.84.

## ATTACHMENT 6-B

**SUBJECT:**

**RENEWAL OF COX METRO-E NETWORK CONTRACT**

**DATE:**

JUNE 24, 2021

**FROM:**

**BRENT HAWKINSON**

Director of 9-1-1 & Public Safety

**INFORMATION:**

ACOG staff is recommending the extension of the Cox Metro-E Network Contract (set to expire June 30, 2021) for twelve months for an amount not to exceed \$221,204. The network is a two-layer, fiber-based any-to-any architecture with a redundant/diverse path that provides secondary connectivity from the 9-1-1 ACOG contracted data center to the PSAPs in the regional 9-1-1 system. This annual expense was contemplated and included in the proposed FY 2022 9-1-1 ACOG Annual Budget and Work Plan. To view the Cox Metro-E Network Contract Extension Agreement, click on the link below.

<http://www.acogok.org/wp-content/uploads/2021/06/Cox-CSA-ACOG-FY2022-Renewal.pdf>

**ACTION REQUESTED:**

Motion to authorize the Executive Director to execute the Addendum to the Cox Metro-E Network Contract for an amount not to exceed \$221,204, for a twelve-month term from July 1, 2021 through June 30, 2022.

## ATTACHMENT 6-C

**SUBJECT:**

**CONTRACT EXTENSION WITH UNIVERSITY OF OKLAHOMA FOR PSAP 9-1-1 CALL TAKING EQUIPMENT AND SUPPORT SERVICES**

**DATE:**

JUNE 24, 2021

**FROM:**

**BRENT HAWKINSON**

Director of 9-1-1 & Public Safety

**INFORMATION:**

The current 36 month Contract with University of Oklahoma for 9-1-1 Call Taking Equipment, Network, and Support Services expires June 30, 2021. Staff would like to extend the existing contract for an additional six months due to implementation of Next Generation 9-1-1 Call Routing and Call Handling Solutions – expected to be completed November 30, 2021.

**ACTION REQUESTED:**

Motion to authorize the Executive Director to negotiate a contract extension with University of Oklahoma for an amount not to exceed \$34,540.57 for services to be provided from July 1, 2021 - December 31, 2021. Quarterly or monthly payment installments will also be negotiated by said parties.

## ATTACHMENT 6-D

**SUBJECT:**

**CONSIDERATION OF FY 2022 9-1-1 ACOG ANNUAL BUDGET AND WORK PLAN**

**DATE:**

JUNE 24, 2021

**FROM:**

**MARK W. SWEENEY, AICP**

Executive Director

**INFORMATION:**

The FY 2022 9-1-1 ACOG Annual Budget and Work Plan was reviewed and recommended by the ACOG Budget Committee. The Committee met in two sessions (June 8 and June 16) to develop their recommendations. The attached document describes the work efforts and revenues necessary to accomplish the continued operation of the Enhanced 9-1-1 system and to finalize the implementation of NG9-1-1.

**ACTION REQUESTED:**

Motion to approve the attached FY 2022 9-1-1 ACOG Annual Budget and Work Plan as recommended by the ACOG Budget Committee.



9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

**FY 2022 9-1-1 ACOG BUDGET**

REVENUES	TOTALS
9-1-1 Fees for Telephone Service Collected by Oklahoma Tax Commission	\$5,311,356
9-1-1 Fees for Wireline Telephone Service	306,708
Contracts	251,585
Interest Income	3,829
Assigned Fund Balance	298,603
<b>TOTAL REVENUES</b>	<b>\$6,172,081</b>

EXPENDITURES:	
ACOG Administration	\$1,754,782
Capital Outlay	942,642
Telephone Companies Operating & Maintenance Charges	811,356
Maintenance, Repairs and Warranty	581,966
Consultants	513,805
Professional Services Agreement	65,000
Legal	40,000
Supplies	30,482
Insurance on Equipment	21,351
Vehicle Operations	2,750
Miscellaneous	2,000
OTC Fee Revenue Return to PSAPs	1,405,947
<b>TOTAL EXPENDITURES</b>	<b>\$6,172,081</b>

## ATTACHMENT 6-E

**SUBJECT:**

**9-1-1 ACOG STORAGE LEASE**

**DATE:**

JUNE 24, 2021

**FROM:**

**MARK W. SWEENEY, AICP**

Executive Director

**INFORMATION:**

The current 9-1-1 ACOG lease agreement with Oklahoma County for NG9-1-1 equipment storage space expires June 30, 2021, and there is a need to enter into a new lease agreement for FY 2022. The new lease term will commence July 1, 2021 and end June 30, 2022.

As provided by the lease agreement, there is an option to give a 30 day notice one month prior to completion of the Solacom equipment rollout to the PSAPs, which is expected to be completed by October 31, 2021 (four months). The total office rental cost for this four-month time period will be \$6,899.08. (\$1,724.77 per mo. x 4 mo. = \$6,899.08) for 1,532 sq. ft. of floor space. This 2% increase in rent from FY 2021 (\$13.25 per sq. ft. to \$13.51 per sq. ft.) is due to an annual reassessment of price per square foot by the Oklahoma County Public Building Authority.

**ACTION REQUESTED:**

Motion to authorize the Executive Director to negotiate and execute an agreement with the Oklahoma County Public Building Authority for a 12-month lease with an understanding that a 30-day notice will be given by September 30, 2021 resulting in a 4-month actual term of lease for an amount not to exceed \$6,899.08.

# ATTACHMENT 6-F

## SUBJECT:

PROPOSED AMENDMENTS TO THE 9-1-1 ACOG AGREEMENT & THE ESTABLISHMENT OF BYLAWS FOR THE 9-1-1 ACOG BOARD OF DIRECTORS

## DATE:

JUNE 24, 2021

## FROM:

MARK W. SWEENEY, AICP  
Executive Director

## INFORMATION:

The Board appointed 9-1-1 ACOG Agreement & Bylaws Steering Committee met with ACOG staff on November 10, 2020 to review the current Agreement that created 9-1-1 ACOG. Staff identified several proposed amendments to the Agreement for the Committee's consideration. The Committee also convened on May 18, 2021 to review suggested Bylaws prepared by staff for the 9-1-1 ACOG Board of Directors.

## RECOMMENDED AGREEMENT AMENDMENTS:

The Committee recommends the following amendments to the 9-1-1 ACOG Agreement:

1. The staff policy of using the ESRI Community Analyst population numbers to calculate the Weighted Vote for each member on an annual basis was never officially adopted as an amendment to the current Agreement.

**Proposed Addition - Section II B (4) Weighted Vote:** The weighted voting calculation for the 9-1-1 ACOG Board members will be based on the ESRI Community Analyst population numbers, annually, or another reputable company that calculates PSAP/small geography population estimates. Each year, prior to the budget, ACOG staff will provide the population estimates to the Board for its adoption. Any change in the weighted vote shall become effective at the beginning of the fiscal year, July 1.

2. **Proposed Addition - Section VA. Board of Directors, add after first sentence:** Therefore, any changes to the weighted vote will change the required quorum. *This provides clarification of the previously adopted Weighted Vote Amendment by the membership.*

3. The Agreement currently states - The Board shall annually select a Chairperson, Vice-Chair and Secretary-Treasurer on the anniversary of the month of the first meeting of Directors.

**Recommended Change - Section VB. Board of Directors:** The Board shall elect a Chairperson, Vice-Chair and Secretary-Treasurer at the regular scheduled monthly board meeting in May of each year. *This coincides with the ACOG Board of Directors annual election of officers.*

4. The Agreement currently states -
  - A. The Board of Directors shall meet monthly, upon at least seven days written notice in compliance with the Open Meeting Act served upon or mailed to each member.
  - B. Special meetings of the Board may be called by the Chairperson upon at least three days written notice by mail or telegram. Special meetings shall be called by the

Chairperson upon the demand of five Directors. Only the specific business specified in the notice for special meetings shall be conducted at such meeting.

**Proposed Change – Section VI. A & B Meetings of Board of Directors:**

- A. The Board of Directors shall meet monthly, **with the exception of the month of July. Written notice of all regular monthly meetings shall be in compliance with the requirements of the Oklahoma Open Meeting Act and provided to each voting member. An agenda shall be required for such meetings. All meetings of the Board of Directors shall be held at the principal ACOG office or at other locations, if deemed necessary, within the ACOG region.**
- B. Special meetings of the Board may be called by the Chairperson **with notice in compliance with the requirements of the Oklahoma Open Meeting Act and delivered as written, electronic, or by telephone notice to all voting members.** Special meetings shall be called by the Chairperson upon written demand of five (5) Directors. Only the specific item(s) of business specified in the notice for special meetings shall be conducted at such meeting. **Such meetings shall be held at the principal ACOG office or at other locations, if deemed necessary, within the ACOG region.**

*Per the advice of ACOG Legal Counsel – simply referencing compliance with the law, Oklahoma Open Meeting Act, for all written notification requirements is sufficient. The legislature has and may in the future, add sections, change language, etc. that could possibly make the specific language pertaining to the requirements for notification in the Agreement outdated and require a change. Likewise, stating where the Board meetings will be conducted and that an agenda is required is a logical addition to the Agreement.*

5. The Agreement currently states – such withdrawing member shall be obligated to undertake and accomplish the withdrawal in a manner which will least disturb or disrupt the ongoing operation of the 9-1-1 emergency telephone system remaining, particularly with regard to winding up its part of the 9-1-1 system affairs, through final accounting and settling up of its obligations, liabilities and sale or distribution of its 9-1-1 system property, or portion thereof.

**Proposed Change - Section IX. Withdrawal of Membership:** such withdrawing member shall be obligated to undertake and accomplish the withdrawal in a manner which will least disturb or disrupt the ongoing operation of the 9-1-1 emergency telephone system remaining, particularly with regard to winding up its part of the 9-1-1 system affairs, through final accounting and settling-up of its obligations, liabilities and **return of its 9-1-1 Call Handling Equipment to ACOG.** *This clarifies what equipment is required to be returned to ACOG.*

**RECOMMENDED BOARD BYLAWS:**

Attached, is a copy of the Proposed 9-1-1 ACOG Board of Directors (BOD) Bylaws as recommended by the Committee. The Bylaws were compiled by ACOG staff by using three models from other successful 9-1-1 organizations (MARC – Kansas City Metro, 9-1-1 NCT – DFW Metro and State of Tennessee) to create a customized version for the Board. The Proposed Bylaws entail the following components:

- Mission Statement
- Article 1: Office
- Article 2: Number and Qualifications of Membership
- Article 3: Officers
  - Chair, Vice-Chair, and Secretary/Treasurer
  - Vacancies and Removal of Officers
- Article 4: Committees

- Article 5: Meetings of the Board and Communication
- Article 6: Quorum and Action By The Board
- Article 7: Parliamentary Procedures
- Article 8: Amendments
- Article 9: Miscellaneous
- Addendum A. 9-1-1 ACOG Board of Directors Membership

Please note, if adopted by the Board, this will represent the first official set of Bylaws created for the 9-1-1 ACOG BOD since the inception of the organization in 1988.

### **SUMMARY OF RATIFICATION PROCESS:**

As a matter of protocol, please note that the adoption process for the recommended Agreement Amendments and the Bylaws are distinctly different as outlined below:

#### **Agreement Amendments:**

This Agreement may be altered, amended, or otherwise modified pursuant to a majority vote of a quorum of the Board, provided that such amendment, alteration, or modification shall be ratified by a majority of the members and approved by the Attorney General prior to it becoming effective. (A majority of the member governments must submit resolutions from their respective governing bodies approving the Amended Agreement before it is submitted to the Attorney General.)

#### **Adoption of Bylaws:**

Developing or amending Bylaws is solely the responsibility of the Board of Directors and can be approved by a majority vote of a quorum of voting members present at a regular meeting. (No need for member government ratification or approval from the Oklahoma Attorney General.)

### **ACTIONS REQUESTED:**

Motion to approve the Committee's recommendations, to amend the 9-1-1 ACOG Agreement as described in this memo and for staff to follow the required ratification process as outlined above,

And

Motion to approve the Committee's recommendation to officially adopt the attached 9-1-1 ACOG Board of Directors Bylaws.

06/24/2021

## 9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS BYLAWS

### MISSION STATEMENT OF THE 9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS

The 9-1-1 Association of Central Oklahoma Governments (ACOG) Board of Directors (BOD) provides policy guidance and oversight for the 9-1-1 ACOG emergency telephone system to ensure that a high quality, reliable single number telephone system is available throughout the entire service area, which meets the needs of emergency response agencies and the public and is financed equitably by participating member governments.

The 9-1-1 ACOG BOD provides policy guidance and oversight for the regional interoperability systems and interoperability planning that serves all first responders to ensure that a high quality, reliable method of interoperable communications is available throughout the entire service area, which meets the needs of and is financed equitably among participating emergency response agencies.

#### ARTICLE 1: OFFICE

The principal office of the 9-1-1 ACOG BOD is located at 4205 N. Lincoln Blvd., Oklahoma City, Oklahoma. The location of such principal office may be changed at the discretion of ACOG and the 9-1-1 ACOG BOD. ACOG and the 9-1-1 ACOG BOD may maintain additional offices from time-to-time, to conduct the affairs of the 9-1-1 ACOG BOD.

#### ARTICLE 2: NUMBER AND QUALIFICATIONS OF MEMBERSHIP

The 9-1-1 ACOG BOD shall be representative of the cities and counties participating in the regional 9-1-1 system. In accordance with Article 8: Amendments to the Bylaws, the membership of the BOD may be changed if the member governments participating in the regional 9-1-1 system expands through full membership. The membership of the 9-1-1 ACOG BOD is provided in *Addendum A. 9-1-1 ACOG Board of Directors Membership*.

With membership open to all units of general-purpose government within the four-county ACOG region and adjacent counties in Central Oklahoma who have authorized implementation of 9-1-1 emergency telephone service, the number of persons serving on the 9-1-1 ACOG BOD is subject to change based on the addition or withdrawal of local government membership. *Addendum A. 9-1-1 ACOG Board of Directors Membership* will be revised annually (if needed) by ACOG staff to reflect the current membership.

Each member of the 9-1-1 ACOG BOD has an alternate who can represent them when they cannot attend regular meetings. Any alternate 9-1-1 ACOG BOD member may attend in place of that jurisdiction's member and participate in discussions of the 9-1-1 ACOG BOD in the same manner as the members, but an alternate of a voting member shall vote only when the member for whom he or she is an alternate is physically absent or cannot vote due to a conflict of interest. The ACOG Executive Director or his/her designee shall be notified per ACOG's Designation Form sent by email or hand-delivered with the following information of the member designee and alternate(s):

- Name of the member appointed to the 9-1-1 ACOG BOD.
- Name and title of the designee being appointed by the member.
- Employing agency of the designee.
- Contact information for the designee.

### **ARTICLE 3: OFFICERS**

#### **Chair, Vice-Chair, and Secretary/Treasurer**

1. The officers for the 9-1-1 ACOG BOD shall consist of a chair, a vice-chair, and a secretary/treasurer, who shall be members of the Board.
2. The appointed chair shall preside at all meetings of the BOD and perform other duties appropriate to such an office. The chair may have the vice-chair or secretary/treasurer to serve in their absence.
3. Appointed officers shall hold office for one (1) year, or until their successors are elected and qualified. Officers may be re-appointed to serve one (1) additional term. No officer shall succeed more than one (1) consecutive term of office.
4. Officers shall be appointed on an annual basis. The yearly selection of the officers will take place at the regularly scheduled May meeting of the 9-1-1 ACOG Board of Directors. The appointment of the officers shall take place to allow the term of office to commence on July 1 of each fiscal year.

#### **Vacancies and Removal of Officers**

1. In the event the chair resigns or is unable to serve in his/her position, the vice-chair will succeed to the office of chair and the secretary/treasurer will succeed to the office of vice-chair for the remainder of the term of office. In the event the vice-chair or secretary/treasurer resigns or is unable to serve in his/her position, the chair of the 9-1-1 ACOG BOD shall nominate a board member to fill the unexpired term of the vacancy. Any vacancy may be filled by the affirmative vote of a majority of the Directors then in office. A Director elected to fill a vacancy shall be elected for the unexpired term of his/her predecessor in office and until his/her successor is elected and qualified.
2. An officer may be removed for cause at any time by action of the Board. An affirmative vote of more than sixty percent (60%) of the total weighted vote representing seven (7) or more members is required.

#### **ARTICLE 4: COMMITTEES**

1. The chair shall appoint committees, as necessary, to fulfill the roles and responsibilities of the BOD. The chair shall appoint the chairs of any and all committees.
2. The 9-1-1 Regional Planning and Advisory Committee (RPAC), a committee of the Board composed of representative of each public safety answer point (PSAP) in the 9-1-1 ACOG regional system shall provide technical advice to the 9-1-1 ACOG BOD. The RPAC shall meet on a quarterly basis or when needed for providing recommendations to the 9-1-1 ACOG BOD.
3. A committee of the BOD may create subcommittees, as needed.
4. On occasion, the officers of the 9-1-1 ACOG BOD may be requested to serve on other committees pertaining to the Association of Central Oklahoma Governments (ACOG).

#### **ARTICLE 5: MEETINGS OF THE BOARD AND COMMUNICATION**

1. The 9-1-1 ACOG BOD shall meet once a month, with the exception of the month of July.
2. Written notice of all regular monthly meetings shall be in compliance with the requirements of the Oklahoma Open Meeting Act and an agenda shall be required for such meetings. All meetings of the 9-1-1 ACOG BOD shall be held at the principal office or at other locations, if deemed necessary within the ACOG region.
3. Special meetings may be called by the chair with notice in compliance with the requirements of the Oklahoma Open Meeting Act and delivered as written, electronic, or by telephone notice to all voting members. Special meetings shall be called by the chair upon written demand of five (5) directors. Only the specific item(s) of business specified in the notice for special meetings shall be conducted at such meeting. Such meetings shall be held at the principal office or at other locations if deemed necessary within the ACOG region.
4. Special and regular meeting notices will be posted in the lobby of the principal office in compliance with the requirements of the Oklahoma Open Meeting Act.

#### **ARTICLE 6: QUORUM AND ACTION BY THE BOARD**

Directors representing more than fifty percent (50%) of the total weighted votes of the Board and representing ten (10) or more members shall constitute a quorum for the transaction of business. To pass, all questions must receive more than fifty percent (50%) of the total weighted vote representing six (6) or more members. -All votes shall be subject to roll call upon request by any director.

#### **ARTICLE 7: PARLIAMENTARY PROCEDURES**

1. All meetings shall be conducted in accordance with the latest version of Robert's Rules of Order.
2. All regular and special meetings shall be open to the public. The chair presiding over any meeting may call the 9-1-1 ACOG BOD into executive session to deal with matters relating to legal, personnel, real estate negotiations, or other matters that are applicable for executive session pursuant to the Oklahoma Open Meeting Act.



## **ARTICLE 8: AMENDMENTS**

1. The adoption, amendment, or repeal of bylaws and subsequent changes require an affirmative vote of more than fifty percent (50%) of the total weighted vote representing six (6) or more members.
2. Amendments to the bylaws may be presented at any regularly scheduled meeting of the BOD. A copy of the proposed bylaw change shall be emailed to board members and ACOG staff at least fourteen (14) days prior to the meeting at which the vote will occur.

## **ARTICLE 9: MISCELLANEOUS**

1. The fiscal year of the ACOG 9-1-1 BOD shall be July 1 through June 30 of each year.
2. The 9-1-1 ACOG BOD Officers shall be authorized to sign checks, drafts, or other orders for payment of money; to sign acceptances, notes, or other evidence of indebtedness; to enter into contracts; or to execute and deliver other documents and instruments.
3. The 9-1-1 ACOG BOD shall keep at its principal office, (1) correct and complete books and records of account, (2) minutes of the proceedings of the members, the BOD and any committee having any of the authority of the Board, and (3) a record of the names and addresses of the institutional members entitled to vote. All books and records of the 9-1-1 ACOG BOD may be inspected by any institutional member having voting rights, or his/her agent or attorney, for any proper purpose at any reasonable time.

## **ADDENDUM A.**

### **9-1-1 ACOG BOARD OF DIRECTORS MEMBERSHIP**

The membership of the 9-1-1 ACOG Board of Directors (BOD) includes thirty-seven (37) delegates from the following local governments:

- |                   |   |
|-------------------|---|
| Four (4)          | Commissioners appointed (or their alternate) by the Counties of Canadian, Cleveland, Oklahoma, and Logan.   |
| Thirty-three (33) | Local elected officials appointed (or their alternate) by the Cities of Arcadia, Bethany, Cedar Valley, Choctaw, Del City, Edmond, El Reno, Forest Park, Guthrie, Harrah, Jones City, Lake Aluma, Lexington, Luther, Meridian, Midwest City, Moore, Mustang, Newcastle, Nichols Hills, Nicoma Park, Noble, Norman, Piedmont, Slaughterville, Smith Village, Spencer, The Village, Tuttle, Valley Brook, Warr Acres, Woodlawn Park, and Yukon. |

# ATTACHMENT 6-G

## **SUBJECT:**

### **NG9-1-1 IMPLEMENTATION STATUS REPORT**

## **DATE:**

JUNE 24, 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 status updates to the progress 9-1-1 ACOG staff and our vendors are making with implementing the NG9-1-1 Program.

### **NGA 911 CALL ROUTING SOLUTION**

NGA 911 is coordinating the following with 9-1-1 Technical Staff:

- Cross Connects to Solacom Host equipment at TierPoint and MidCon Datacenters.

NGA 911 Project Updates:

- Circuits to connect with NGA 911 Network installed at TierPoint and MidCon Data Centers.
- NGA 911 Core Network Equipment installed at TierPoint and MidCon Data Centers with connectivity to NGA 911 ESInet established and tested successfully.

### **SOLACOM CALL HANDLING SOLUTION**

Solacom, with 9-1-1 Technical Staff, has successfully completed the following:

- Installation of Core "A" and Core "B" Host Equipment at TierPoint and MidCon Data Centers.
- Training PSAP 9-1-1 Workstations installed at ACOG, and successful calls through Host Equipment to workstations.
- Network routers installed at Midwest City, Edmond, The Village to test Solacom connectivity over ACOG's Wide Area Network (WAN), to confirm integrity of the network prior to establishing a cutover schedule.

## **ACTION REQUESTED:**

For information only.