



REGIONAL PLANNING AND **ADVISORY COMMITTEE**

association of central oklahoma governments

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

AGENDA:

TUESDAY, JUNE 7, 2022, AT 9:30 A.M.



THE 9-1-1 REGIONAL PLANNING AND ADVISORY COMMITTEE OF THE 9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS WILL HOLD A REGULAR MEETING ON TUESDAY, JUNE 7, 2022, IN THE OKLAHOMA BOARD ROOM, 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

PLEASE NOTIFY ACOG AT 405-234-2264 (TDD/TTY CALL 7-1-1 STATEWIDE OR EMAIL title.vi@acogok.org) BY NOON FRIDAY, JUNE 3, 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 MARCH 1, 2022, MINUTES ([ATTACHMENT 2](#)) *Action requested.*
 3. ITEMS FOR INFORMATION ONLY
 - A. NG9-1-1 Status Update – Progress Report of Vendor Deliverables and Project Implementation Timeline: Brent Hawkinson, Director of 9-1-1 & Public Safety and Karyn Henry, J.D. Communications Consultant, Mission Critical Partners
 - B. Current 9-1-1 Technical Systems Projects: Chris Camp, 9-1-1 Systems Support Manager
 - 1) NGA 911 Preparation/Status
 - 2) Solacom Preparation/Status
 - C. Developing Training/Schedule for 9-1-1 Next Gen Implementation: Robin Murray, 9-1-1 Institute Programs Manager
 - 1) Training for NG9-1-1 Implementation
 - 2) PST1 Class – Week of August 8, 2022
 - 3) Communication Center Supervisor Class - Week of September 14, 2022
 - 4) PST1 Class – Week of October 10, 2022
 - 5) Price Increase for Non-Member Classes
 - D. Recent 9-1-1 GIS (Geographical Information Systems) Activities: Tanner Jones, 9-1-1 GIS Manager
 - 1) NGA 911 GIS Preparation/Status
 - 2) Solacom GIS Preparation/Status
 4. ECC UPDATES – ECC Members
 5. NEW BUSINESS
 6. ADJOURN
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NEXT MEETING:

Tuesday, September 6, 2022, 9:30 a.m.

ATTACHMENT 1

REGIONAL PLANNING AND ADVISORY COMMITTEE MEMBERS

CITY/ORGANIZATION	MEMBERS	JOB TITLE
BETHANY PD	Chad Meek ----- Kyle Hayes	Deputy Chief ----- Communications Supervisor
CANADIAN COUNTY SHERIFF'S OFFICE	Cindy Bowers	Communications Supervisor
CLEVELAND COUNTY SHERIFF'S OFFICE	Lt. Greg Couch	Supervisor
DEL CITY	Marvin Stanford ----- Steven Robinson	Communication Supervisor ----- Acting Police Chief
EDMOND EOC	Christie Jaggi ----- Ben Curry	Manager ----- Training Coordinator
EL RENO	Paul Ratliff ----- Jodi Baeriswyl	Lieutenant ----- Communications Supervisor
EMSA	Frank Gesh	N/A
GUTHRIE	Chief Don Sweger ----- Shelly Clemons	Police Chief ----- Communications Supervisor
LEXINGTON POLICE DEPT	Deanna Moore	Chief of Police
LOGAN COUNTY POLICE	Troy Dykes ----- Mary Polly	Undersheriff ----- Communications Supervisor
MIDWEST CITY	Becky Bruce ----- Sherri Strong	Communications Supervisor ----- Communications Supervisor
MOORE	Tammy Koehn	ECC Manager
MUSTANG	Jana Brence	Communications Supervisor
NEWCASTLE	Amber Baker	Supervisor
NICHOLS HILLS	Steven Cox ----- Shana Jones	Chief of Police ----- Communications Supervisor

NOBLE	Tara Alexander Lesher	Communication Supervisor
NORMAN	Russell Anderson	N/A
OKLAHOMA COUNTY SHERIFF	Jill Stover	Communication Supervisor
OU POLICE DEPARTMENT	Matt Robinson	Lead Police Communication Officer
SLAUGHTERVILLE	Marsha Blair	Town Administrator
THE VILLAGE	Russ Landon ----- Nikki Brandon	Deputy Police Chief ----- Communications Supervisor
TUTTLE POLICE/FIRE	M. Scott	Assistant Police Chief
WARR ACRES POLICE /FIRE	Tischia Guthrie	Communications Supervisor
YUKON	Major Matt Fairchild ----- Kelli Reese	Major/Training Supervisor ----- Communications Supervisor

ATTACHMENT 2

SUBJECT:

MINUTES OF THE 9-1-1 REGIONAL PLANNING AND ADVISORY COMMITTEE

DATE:

MARCH 1, 2022

The regular meeting of the 9-1-1 Regional Planning and Advisory Committee (RPAC) was convened at 9:30 a.m., on March 1, 2022, in the Oklahoma 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

Brent Hawkinson

ENTITY/AGENCY

9-1-1 Division Director

PRESENT

Kyle Hayes
Chief Marven Stanford
Christie Jaggi
Matt Stillwell
Tammy Kohen
Russell Anderson
Russell Landon
Matt Fairchild

Bethany Police Department
Del City Police Department
Edmond EOC
Edmond EOC
City of Moore
City of Norman
The Village
City of Yukon

GUEST

Zach Van Fleet, Account Manager
Bill Wiswell, Engineer

Solacom Guardian
Solacom Guardian

STAFF

Mark W. Sweeney
Robin Murray
Kristin Gonul
Chris Camp
Ben Bailey
Kale Littlefield
Adrian Lamoreux
Tanner Jones
Rachel Phillips
Giovanni Penna
Rayyan Aldossary
Shana Sapp
Jimmy Smith

Executive Director
9-1-1 Institute Programs Manager
9-1-1 Institute Education Coordinator
9-1-1 Systems Support Manager
9-1-1 System Specialist II
9-1-1 System Specialist III
9-1-1 System Specialist
9-1-1 GIS Manager
9-1-1 GIS Specialist
9-1-1 GIS Specialist II
9-1-1 GIS Technician
9-1-1 Administrative Assistant
I.T. Operation Specialist

1. CALL TO ORDER

Brent Hawkinson called the meeting to order at 9:30 a.m.

2. APPROVAL OF MINUTES - REGULAR DECEMBER 7, 2021 MEETING

Matt Stillwell said that Ben Curry attended the December 7, 2021 meeting in his place. So move to accept the minutes with the amendment.

Marven Stanford made a motion to approve the December 7, 2021 minutes with the amendment. Tammy Kohen seconded the motion. The motioned carried unanimously.

3. NG9-1-1 STATUS UPDATE – PROGRESS REPORT ON VENDOR DELIVERABLES AND PROJECT TIMELINE

Brent Hawkinson introduced Zach Van Fleet and Bill Wiswell from Solacom to go over the Solacom Guardian features. Mr. Wiswell highlighted the Legacy Interface to Tierpoint and Midcon data centers. He discussed the stages of approach for deployment and infrastructure. He outlined key components such as ethernet switches and Active Remote Monitoring. He said each server will have an alert system that will notify the operation team should any issues arise.

Mr. Wiswell discussed the Guardian System and the Location Information. Matt Stillwell asked if the landline information will be based on data in the system or if it will change. Mr. Wiswell responded that per NGA911, the Location Information System (LIS) will replace the old data base system. He said the 2nd database implementation will be verified by NGA911.

Mr. Wiswell went over the feature highlights, such as Phone windows, Text29-1-1, and Text from 9-1-1. Russell Landon asked if there will be a contact list for texting.

Mr. Wiswell said the text capability will be manual only and will be tied to the contact list in the future. He said an auto text back feature for abandon calls will also be available.

4. CURRENT 9-1-1 TECHNICAL SYSTEMS PROJECTS

Chris Camp said there were no open tickets with Cox or AT&T. He said there was one open ticket with Intrado, and that staff is performing a Call Handling Hardware and Software review. He said Solacom's core equipment is in place with test calls and location information being performed. He said staff has been working with Solacom to install and test the routers prior to installing the ECC equipment and are making progress. He said connectivity and hardware have been installed. He said once the gateway is disconnected, all the call delivery will be I3.

Matt Stillwell asked what the expected cutover date will be. Robin Murray said that the first cutover date is scheduled for March 29, 2022. Mr. Hawkinson added that the cutover for EMSA is scheduled for December 2022. Mr. Camp said staff will test the system before being deployed. Mark Sweeney said staff has communicated with Solacom and NGA911 and have made progress to ensure that staff is able to handle any issues once the system is turned on.

5. UPDATE ON 9-1-1 TRAINING AND UPCOMING INSTITUTE CLASSES AND OTHER TRAINING NEEDS

Robin Murray said she and Kristen Gonul will be training the Emergency Communication Centers (ECC) and will schedule separate CTO and user training. She said she and Ms. Gonul will be sending the cutover dates for each ECC. She said APCO has revised the CTO courses and has replaced the term PSAP with ECC.

6. RECENT 9-1-1 GIS (GEOGRAPHICAL INFORMATION SYSTEMS) ACTIVITIES

Tanner Jones said the 9-1-1 GIS staff is working on the Blanchard 9-1-1 PSAP boundary and centerline data, and staff will be moving on the MSAG and address point update for the City of Blanchard. He said GIS has been testing and verifying the accuracy and update process for the new Solacom Guardian maps and that various layers and data precision is being reviewed for the workstations to make sure they will be ready for deployment. He said NGA911 is needing updated files and process from GIS for the core services and call routing and the NGA911 portal documentation to update those files and the formats needed, should be coming from NGA911 this week.

Mr. Jones said staff has completed a one-way attribution project with GeoComm to correct and verify the directionality of the centerlines in the geodatabase. He said GIS staff is working through the data audit, identifying, investigating, and correcting the errors in the report and inputting and collecting multiple annexes for cities within 9-1-1 ACOG and updating the boundaries as they come in. He said he will send out the data transfers and if anyone has any questions or needs to be added to the data list, to let him know. He informed the committee that cell tower routing sheets are continuing to be processed and completed for all the major wireless carriers and normal address requests, MSAG information updates, road additions and changes, and subdivision requests that are ongoing. He said if there are any updates or changes needed for GIS, to please let staff know.

7. ECC UPDATE

Matt Fairchild said Yukon will be getting new consoles in a few months and is currently fully staffed.

Kyle Hayes said Bethany has one opening.

Chief Marven Stanford said due to rise in Covid cases, Del City has 4 dispatchers. He said Del City Council has increased dispatcher's payrate and now have 2 in training. He said the radio and phone systems are now updated and internet service will be provided by AT&T.

Russell Landon said The Village has a new radio system after a lightning strike damaged the old one.

Matt Stillwell said Edmond has two open positions. He said Edmond will be implementing a Certification Training Program for critical administrative needs.

Russell Anderson said Norman is down three dispatchers. He said the entry level pay has gone up by eight percent and dispatcher's pay has increased twelve percent. He said Norman is starting a new hiring and promotion process.

Tammy Moore said the City of Moore currently has four new hires in training. She said they now offer 8-hour schedules based on seniority. She said to reduce employee turn around, Moore is offering a 12-hour schedule to provide every other weekend off for dispatchers. She said there is a budget request to increase starting pay.

Tara Alexander Leshner said Noble will be building a new fire station next to city hall in the next few months. She said they currently have one opening.

8. NEW BUSINESS

Mr. Hawkinson said the next RPAC meeting set for June 7, 2022 may be rescheduled due implementation schedule for OUPD cutover date. He said he will keep the committee informed.

9. ADJOURN

There being no further business to discuss, the meeting adjourned at 10:58 a.m.