



ASSOCIATION OF
CENTRAL OKLAHOMA
GOVERNMENTS



911 ACOG BOARD OF DIRECTORS



Chair

Rod Cleveland
Cleveland County Commissioner

Vice-Chair

Carrie Blumert
Oklahoma County Commissioner

Secretary/Treasurer

Phil Freeman
Noble Mayor

Executive Director

Mark W. Sweeney, AICP

AGENDA: THURSDAY
DECEMBER 15, 2022
1 P.M.

Association of Central Oklahoma Governments

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

THE 911 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS (911 ACOG BOD) WILL HOLD A REGULAR MEETING ON THURSDAY, DECEMBER 15, AT ACOG IN THE OKLAHOMA BOARD ROOM, 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

Please notify ACOG at 405.234.2264 (TDD/TTY Call 711 Statewide or email title.vi@acogok.org) by 5 p.m. Monday, December 12, 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 NOVEMBER 17, 2022, 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.

CONSENT DOCKET ITEM:

- A. Finance Report – November 2022 Claims: Deborah Cook, CPA, Finance Director ([ATTACHMENT 5-A](#)) *Action requested.*

END OF CONSENT DOCKET

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE 911 ACOG BOD ACTION:

- A. Emergency Medical Services Authority (EMSA) Contract Extension: Brent L. Hawkinson, 911 & Public Safety Director ([ATTACHMENT 6-A](#)) *Action requested.*
- B. Contract Extension with University of Oklahoma for ECC 911 Call Taking Equipment: Brent L. Hawkinson, 911 & Public Safety Director ([ATTACHMENT 6-B](#)) *Action requested.*
- C. NG911 Implementation Status Report: Brent L. Hawkinson, 911 & Public Safety Director ([ATTACHMENT 6-C](#)) *For information only.*

7. GENERAL STATUS REPORT: Brent Hawkinson, 911 & Public Safety Director *For information only.*
8. NEW BUSINESS
9. ADJOURN

NEXT MEETING:

Thursday, January 26, 2023, 1 p.m.

ATTACHMENT 1

911 ACOG BOARD OF DIRECTORS

CITY/ORGANIZATION	MEMBERS	ALTERNATES
ARCADIA (1)	Hon. James Woodard Mayor	Hon. Marcus Woodard Vice-Mayor
BETHANY (9)	Hon. Nikki Lloyd Mayor	Hon. Kathy Larsen Councilmember
		Hon. Chris Powell Vice-Mayor
BLANCHARD (4)	Hon. Chuck Kemper City Councilmember	Hon. Eddie Odie Mayor
		Hon. Joe Davis Councilmember
CEDAR VALLEY (1)	Hon. Tom Trello Vice-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 Vice-Mayor
		Hon. Michael Dean Councilmember
EDMOND (33)	Hon. Josh Moore Councilmember	Hon. Darrell Davis Mayor
EL RENO (8)	Hon. Matt White Mayor	Hon. Steve Jensen Councilmember
FOREST PARK (1)	No Designee	No Designee
GUTHRIE (5)	Hon. Steven J. Gentling Mayor	Hon. Jeff Taylor Councilmember
HARRAH (3)	Hon. Tim Rudek Councilmember	Hon. Chris Lally Councilmember
JONES CITY (2)	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

911 ACOG BOARD OF DIRECTORS (CONT.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
MERIDIAN (1)	Hon. Ronald Dumas Mayor	Hon. Joyce Swanson Vice-Mayor
MIDWEST CITY (24)	Hon. Matt Dukes Mayor	Hon. Pat Byrne Vice-Mayor
		Hon. Rick Favors Councilmember
MOORE (25)	Hon. Mark Hamm Councilmember	Hon. Glenn Lewis Councilmember
		Any Moore Councilmember
MUSTANG (9)	Hon. Brian Grider Mayor	Hon. Michael Ray Councilmember
NEWCASTLE (5)	Hon. Marci White Councilmember	Hon. Mike Fullerton Vice-Mayor
NICHOLS HILLS (2)	Hon. E. Peter Hoffman Jr. Mayor	No Designee
NICOMA PARK (2)	Hon. Mark Cochell Mayor	Hon. Mike Czerczyk Vice-Mayor
NOBLE (3)	Hon. Phil Freeman Mayor	Hon. George Schmerer Councilmember
NORMAN (38)	Hon. Larry Heikkila Mayor	Hon. Stephen Holman Councilmember
PIEDMONT (3)	No Designee	Hon. Melissa Ashford Councilmember
		Hon. Austin Redus Councilmember
SLAUGHTERVILLE (2)	Hon. John Koehler Trustee	Hon. Eugene Dickson 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. Sonny Wilkinson Mayor	Hon. Wynter Griffis Vice-Mayor
		Hon. Sean Cummings Councilmember

911 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 (5)	Hon. Jim Mickley Mayor	Hon. Roger Godwin Councilmember
		Hon. John Knipp Councilmember
WOODLAWN PARK (1)	Hon. Jim Gilbert Mayor	No Designee
YUKON (11)	Hon. Shelli Selby Mayor	Hon. Jeff Wootton Vice- Mayor
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 (14)	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



SUBJECT:

MINUTES OF THE 911 ACOG BOARD OF DIRECTORS MEETING

DATE:

November 17, 2022

The regular meeting of the 911 Association of Central Oklahoma Governments Board of Directors was convened at 1:02 p.m. on November 17, 2022, at ACOG in the Oklahoma Board Room, 4205 N. Lincoln Blvd., 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 CHAIR

Hon. Rod Cleveland, Commissioner

ENTITY/AGENCY

Cleveland County

BOARD MEMBERS PRESENT

Hon. James Woodard, Mayor
Hon. Nikki Lloyd, Mayor
Hon. Chuck Kemper, Councilmember
Hon. Chad Williams, Councilmember
Hon. Josh Moore, Councilmember
Hon. Tim Rudek, Councilmember
Hon. Terry Arps, Mayor
Hon. Matt Dukes, Mayor
Hon. Brian Grider, Mayor
Hon. Mike Fullerton, Vice-Mayor
Hon. Phil Freeman, Mayor
Hon. Stephen Holman, Councilmember
Hon. John Koehler, Trustee
Hon. Mary Smith, Vice-Mayor
Hon. Carrie Blumert, Commissioner

Arcadia
Bethany
Blanchard
Choctaw
Edmond
Harrah
Luther
Midwest City
Mustang
Newcastle
Noble
Norman
Slaughterville
Tuttle
Oklahoma County

BOARD MEMBERS ABSENT

Hon. Tom Trello, Vice-Mayor
Hon. Floyd Eason, Mayor
Hon. Matt White, Mayor
No Designee
Hon. Steven J. Gentling, Mayor
Hon. Ray Poland, Mayor
Hon. John Kenney, Mayor
Hon. Mike Donovan, Councilmember
Hon. Ronald Dumas, Mayor
Hon. Mark Hamm, Councilmember
Hon. E. Peter Hoffman Jr., Mayor
Hon. Mark Cochell, Mayor
Hon. Melissa Ashford, Councilmember
Hon. Kathy Jordan, Trustee
Hon. Frank Calvin, Mayor

Cedar Valley
Del City
El Reno
Forest Park
Guthrie
Jones City
Lake Aluma
Lexington
Meridian
Moore
Nichols Hills
Nicoma Park
Piedmont
Smith Village
Spencer

BOARD MEMBERS ABSENT (Cont.)

Hon. Sonny Wilkerson, Mayor	The Village
No Designee	Valley Brook
Hon. Jim Mickley, Mayor	Warr Acres
Hon. Jim Gilbert, Mayor	Woodlawn Park
Hon. Shelli Selby, Mayor	Yukon
Hon. Marc Hader, Commissioner	Canadian County
Hon. Kody Ellis, Commissioner	Logan County

GUESTS

Pete White, Attorney	ACOG Legal Counsel
Karyn Henry, Communications Consultant	Mission Critical Partners (MCP)
David Jones, Senior V.P., Strategic Accounts	Mission Critical Partners (MCP)

STAFF

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

POSITION

Executive Director
 911 & Public Safety Director
 Deputy Director
 Finance Director
 Public Information Director
 IT Operation Specialist 1
 Executive Assistant
 911 Administrative Assistant
 Rural Fire & 911 Programs Coordinator

MINUTES

1. CALL TO ORDER

Presiding Chair Rod Cleveland called the meeting to order at 1:08 p.m. A quorum was present.

2. APPROVAL OF OCTOBER 27, 2022 MINUTES - REGULAR MEETING

Director John Koehler made a motion to approve the October 27, 2022, minutes. Director Stephen Holman seconded the motion. The motion carried unanimously.

3. COMMUNICATIONS:

A. CHAIRPERSON’S REPORT – Chair Cleveland announced his re-election as Cleveland County Commissioner. Chair Cleveland said he will be working with Brent Hawkinson and the State Director on several bills to replace the revenue source of land lines.

B. EXECUTIVE DIRECTOR’S REPORT – None

4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS

None

5. CONSENT DOCKET

Chair Cleveland presented the Consent Docket, saying if Item 5-A does not meet with the approval of all Board of Directors, it will be heard in regular order.

A. Finance Report – Authorization of Payments of October 2022 Claims

Director Brian Grider made a motion to approve the item under the consent docket. Director Phil Freeman seconded the motion. The motion carried unanimously.

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE 911 ACOG BOARD OF DIRECTORS ACTION

A. Adoption of the Regular 911 ACOG Board Scheduled Meetings for Calendar Year (CY) 2023

Brent Hawkinson said in compliance with the Oklahoma Open Meeting Act, the 911 Association Central Oklahoma Governments (ACOG) must submit its regular scheduled meetings for CY 2023 to appropriate county offices prior to December 15. He said once approved; the schedule will be submitted to the Oklahoma County Court Clerk. He said the schedule will be maintained subject to the need for either rescheduling or special meetings to be held.

Director Terry Arps made a motion to adopt the proposed CY 2023 911 ACOG Board meetings schedule, as recommended by staff. Director Brian Grider seconded the motion. The motion carried unanimously.

B. Adoption of the Regular 911 Regional Planning & Advisory Committee (RPAC) Scheduled Meetings for Calendar Year (CY) 2023

Mr. Hawkinson said in compliance with the Oklahoma Open Meeting Act, the 911 Association of Central Oklahoma Governments must submit the regular scheduled meetings for CY 2023 for the 911 Regional Planning and Advisory Committee (RPAC) to appropriate county offices prior to December 15. He said once approved; the schedule will be submitted to the Oklahoma County Court Clerk. He said the schedule will be maintained subject to the need for either rescheduling or special meetings to be held.

Director John Koehler made a motion to adopt the proposed CY 2023 911 Regional Planning and Advisory Committee meetings schedule, as recommended by staff. Director Nikki Lloyd seconded the motion. The motion carried unanimously.

C. NG911 Implementation Status Report

Karyn Henry highlighted the current issues as detailed in the agenda memorandum regarding NG911 Implementation Status Report that can be viewed here: https://www.acogok.org/wp-content/uploads/2022/12/MCP-ACOG-NG911-Program-Review-Report-November-2022_FINAL.pptx

Director Koehler asked if litigation has been eliminated or is it still an option. Ms. Henry said the contract amendment will satisfy both parties and should make progress with the amendment. Director Dukes asked why retesting will be done on the tests that passed. Ms. Henry said it was done at the request of the vendors and that updates have been made to their system.

7. GENERAL STATUS REPORT

911 OPERATIONS:

Solacom Guardian: 911 technical staff have made final preparations for the Solacom Guardian 911 Call Handling System installation and cut-live for the ECCs in Cut Group 1 - El Reno, Mustang and Yukon. ECC Cutover Start Date TBD.

911 GIS:

GeoComm Updates: 911 GIS has completed the Guardian Map Data Accuracy and Update Process with Solacom, making the map ready for deployment and use with each ECC Cutover.

OKLAHOMA 911 INSTITUTE:

Basic Dispatcher Refresher: December 15, 2022. This one-day course is designed to give telecommunicators a refresher in the basics of dispatch. Topics are Communications, Customer Service, Call Processing, Next Gen 911, Radio Communications, Call Classification, Liability, Court Testimony, and Stress.

Director Arps asked if ACOG will be upgrading the communication radios. Mr. Hawkinson said 911 ACOG does not work with radio communication. He said ACOG provides “spilt ear” training for ECCs on how to manage calls on multiple conversations. He said they are trained to manage the dispatching on the radio, as well as communicating with the caller and deploying other agencies if needed.

ECC CALL VOLUME STATISTICS:

Monthly ECC Call Volume Statistics are available for the Directors at the front table.

8. NEW BUSINESS

Chair Cleveland asked if there was any new business to discuss. No new business was presented.

9. ADJOURN

There being no further business to discuss, Chair Cleveland adjourned the meeting at 1:36 p.m.

ADOPTED THIS 15th DAY OF DECEMBER 2022.

CHAIR

SECRETARY/TREASURER

CONSENT DOCKET





ATTACHMENT 5-A

SUBJECT:

FINANCE REPORT - NOVEMBER 2022 CLAIMS

DATE:

DECEMBER 15, 2022

FROM:

DEBORAH COOK, CPA

Finance Director

INFORMATION:

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

ACTION REQUESTED:

Motion to ratify payment of all claims paid during the month of November 2022.

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

9-1-1 Operating/Maintenance

AT&T (Network, Database)	\$ 35,973.74	
AT&T (Service - Help Desk iPads)	205.36	
Cox Communications	26,047.81	
Dobson Telephone	280.00	
GeoComm, Inc. (GeoLynx Server Maintenance & Add-on)	5,514.00	
Hinton Telephone Company	246.20	
Intrado (Maintenance)	11,700.00	
Language Line	1,461.43	
Logix Communications	199.32	
Oklahoma Communication Systems	374.65	
Oklahoma County Public Building Authority	1,761.80	
Pioneer Telephone (9-1-1 Trunks)	200.27	
Pioneer Long Distance (Meet Point El Reno to Newcastle)	259.00	
Pottawatomie Telephone Co (Tribbey Circuits)	110.60	
SysAid Technologies LTD (Supplies)	2,564.00	
TierPoint Oklahoma, LLC (Maintenance)(2 months)	12,218.69	
WEX Fleet Services (2 months)	330.35	
Windstream	<u>80.82</u>	
<i>Total 9-1-1 Operating/Maintenance</i>		<u>99,528.04</u>
Total November Claims		<u>\$ 99,528.04</u>

ATTEST:

CHAIRMAN

SECRETARY/TREASURER

9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
 CASH STATUS REPORT
 FOR THE MONTH ENDED NOVEMBER 30, 2022

	<u>OPERATING ACCOUNT</u>	<u>INVESTMENT SWEEP</u>	<u>SAVINGS ACCOUNT</u>	<u>TOTAL</u>
Beginning Balance <i>November 1, 2022</i> <i>Cash on Deposit</i>	<u>\$ 6,974,966.45</u>	<u>\$ 11,213,474.81</u>	<u>\$ 3,563,756.95</u>	<u>\$ 21,752,198.21</u>
Cash Receipts				
Fee Income - Wireline	\$ 14,100.76	\$ -	\$ -	\$ 14,100.76
Fee Income - OTC	476,432.67	-	-	476,432.67
Contracts	-	-	-	-
Transfers of Funds	227,281,705.54	227,531,274.10	-	227,281,705.54
Interest/Dividend Earned	3,735.73	-	145.40	3,881.13
Miscellaneous	9,886.20	-	-	9,886.20
Total Cash Receipts	<u>\$ 227,785,860.90</u>	<u>\$ 227,531,274.10</u>	<u>\$ 145.40</u>	<u>\$ 227,786,006.30</u>
Cash Disbursements				
Claims/Operating Expense	\$ 99,528.04	\$ -	\$ -	99,528.04
9-1-1 Fund Disbursement	-	-	-	-
OTC Service Fees Disb	131,787.01	-	-	131,787.01
Transfers of Funds	227,531,274.10	227,281,705.54	-	227,531,274.10
Miscellaneous	-	-	-	\$ -
Total Cash Disbursements	<u>\$ 227,762,589.15</u>	<u>\$ 227,281,705.54</u>	<u>\$ -</u>	<u>\$ 227,762,589.15</u>
Ending Balance <i>November 30, 2022</i> <i>Cash on Deposit</i>	<u>\$ 6,998,238.20</u>	<u>\$ 11,463,043.37</u>	<u>\$ 3,563,902.35</u>	<u>\$ 22,025,183.92</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DISBURSEMENT OF OKLAHOMA TAX COMMISSION SERVICE FEES
NOVEMBER 2022**

Bethany	\$	4,000.75
Cleveland County		4,387.94
Del City		4,370.10
Edmond		21,615.56
El Reno		5,248.56
Guthrie		6,655.96
McClain County*		7,132.48
Midwest City		11,428.12
Moore		12,148.57
Mustang		4,019.39
Newcastle		2,121.71
Nichols Hills		743.45
Noble		1,460.73
Norman		23,325.50
Oklahoma County		10,445.77
The Village		1,876.27
Tuttle		1,414.54
Warr Acres		2,089.39
Yukon		<u>6,871.46</u>
Total Disbursements	\$	<u>131,356.25</u>

*McClain County is refunded 100% of the OTC service fees until the conversion to Blanchard has been implemented.

REGULAR AGENDA ITEMS THAT MAY REQUIRE 911 ACOG BOD ACTION





ATTACHMENT 6-A

SUBJECT:

EMERGENCY MEDICAL SERVICES AUTHORITY (EMSA) CONTRACT EXTENSION

DATE:

DECEMBER 15, 2022

FROM:

BRENT HAWKINSON

911 & Public Safety Director

INFORMATION:

The current 12 month contract with EMSA for the existing 9-1-1 Call Taking Equipment, Network, and Support Services expires December 31, 2022. There is a need to extend the existing contract for an additional twelve months, due to implementation delays of the Next Generation 911 System. The agreement will begin January 1, 2023 and end December 31, 2023. The contract amount will not exceed \$86,189.36.

ACTION REQUESTED:

Motion to authorize the Executive Director to negotiate with EMSA, extending the existing contract for an additional twelve months. Terms to be negotiated by said parties for services provided January 1, 2023, through December 31, 2023, in an amount not to exceed \$86,189.36.



ATTACHMENT 6-B

SUBJECT:

CONTRACT EXTENSION WITH UNIVERSITY OF OKLAHOMA FOR ECC 911 CALL TAKING EQUIPMENT

DATE:

DECEMBER 15, 2022

FROM:

BRENT HAWKINSON

911 & Public Safety Director

INFORMATION:

The current contract with University of Oklahoma for 911 Call Taking Equipment expires December 31, 2022. This agreement needs to be extended an additional six months due to implementation delays of Next Generation 911 Call Routing and Call Handling Solutions. The contract extension will begin January 1, 2023 and end June 30, 2023 at a cost not to exceed \$5,756.76 per month.

ACTION REQUESTED:

Motion to authorize the Executive Director to negotiate with University of Oklahoma, extending the existing contract for an additional six months. Terms to be \$5,756.76 per month for services provided January 1, 2023 – June 30, 2023.



SUBJECT:
NG911 IMPLEMENTATION STATUS REPORT

DATE:
DECEMBER 15, 2022

FROM:
BRENT HAWKINSON
911 & Public Safety Director

ACTION REQUESTED:

NGA 911 Call Routing Solution and Solacom Call Handling Solution reports are provided as status updates to the progress 911 staff and our vendors are making with implementing the Next Generation 911 (NG911) Program.

911 ACOG continues to work with NGA 911 on the Third Amendment to the Purchase Agreement (Contract). Developments include collaboration of a conclusive Operational Readiness Test (ORT) Plan between 911 ACOG, NGA 911, and Solacom, coordinated by Mission Critical Partners (MCP).

ACTION REQUESTED:

For information only.