

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., DECEMBER 12, 2005  
IF YOU DESIRE A SIGN-LANGUAGE INTERPRETER AT THE MEETING



9-1-1 association of central oklahoma governments

Chair Grant Hedrick  
Canadian County Commissioner

Vice-Chair David Hopper  
Norman Councilmember

Secretary/Treasurer Dave Howe  
Choctaw Councilmember

Executive Director  
Zach D. Taylor

9-1-1 BOARD OF DIRECTORS AGENDA  
1:00 p.m., Thursday, December 15, 2005  
ACOG Conference Room  
21 E. Main – Suite 100  
Oklahoma City, Oklahoma, 73104

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES –November 17, 2005 ([Attachment III](#))
- IV. COMMUNICATIONS
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. FINANCE REPORT – DECEMBER CLAIMS ([Attachment VI](#))

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$149,367.50, for the month of December. Staff has found these claims to be in order and proper as to form, and are recommended for payment. A copy of the Claims List is included in the agenda packet.

**Action Requested:** Motion to accept the finance report and to approve payment of the December claims against the Association.

- VII. WIRELESS ENHANCED 9-1-1 IMPLEMENTATION STATUS REPORT

**INFORMATION:** Staff will provide the Board with the current implementation status of our Wireless Enhanced 9-1-1 project.

**Action Requested:** None, for information only.

- VIII. NEW BUSINESS
- IX. ADJOURNMENT

**MINUTES OF THE  
9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
BOARD OF DIRECTORS MEETING  
ACOG CONFERENCE ROOM  
November 17, 2005**

The tenth meeting of the calendar year 2005 of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:15 p.m., November 17, 2005 in the Conference Room, 21 E. Main, Suite 100, Oklahoma City, Oklahoma. This meeting was held as indicated by advance notice filed with the Oklahoma County Clerk and by notice posted at the ACOG Offices, 21 E. Main, Suite 100, at least twenty-four (24) hours prior to the meeting.

**PRESIDING**

Hon. Dave Howe, Councilmember, Choctaw

**MEMBERS PRESENT**

Hon. James Woodard, Councilmember, Arcadia  
Hon. Ken Bartlett, Councilmember, Del City  
Hon. Saundra Naifeh, Mayor, Edmond  
Hon. Debbie Harrison, Councilmember, El Reno  
Hon. Evelyn Nephew, Councilmember, Guthrie  
Hon. Charles Joyner, Councilmember, Midwest City  
Hon. Kathy McMillan, Councilmember, Moore  
Hon. Keith Bryan, Councilmember, Mustang  
Hon. Kathy Walker, Councilmember, Nichols Hills  
Hon. James Pumphrey, Councilmember, Nicoma Park  
Hon. Richard Stawicki, Mayor Pro Tem, Norman  
Hon. Scott Symes, Councilmember, The Village  
Hon. Leslie Owens, Councilmember, Warr Acres  
Hon. Jim Roth, Commissioner, Oklahoma County

**MEMBERS ABSENT**

Hon. J. D. Johnston, Councilmember, Bethany  
Hon. Lewis Pringle, Trustee, Forest Park  
Hon. Jim Dickinson, Vice-Mayor, Harrah  
Hon. Matt Elerick, Mayor, Jones City  
Hon. Gary Johnston, Mayor, Lake Aluma  
Hon. Mark Easton, Councilmember, Lexington  
Hon. Scott Fesler, Councilmember, Luther  
Hon. Wes Wilson, Councilmember, Newcastle  
Hon. Carol Jones, Councilmember, Noble  
Hon. John Brown, Councilmember, Piedmont

**MEMBERS ABSENT (continued)**

Hon. Linda Daniels, Mayor, Slaughterville  
Hon. Kathy Jordon, Trustee, Smith Village  
Hon. Marsha Jefferson, Mayor, Spencer  
Hon. Chet Curlee, Councilmember, Tuttle  
Hon. Robert Greb, Mayor, Valley Brook  
Hon. Jim Gilbert, Mayor, Woodlawn Park  
Hon. Bob Bradway, Councilmember, Yukon  
Hon. Grant Hedrick, Commissioner, Canadian County  
Hon. Bill Graves, Commissioner, Cleveland County  
Hon. Mark Sharpton, Commissioner, Logan County

**GUESTS**

Glenn Berglan, Goldsby  
Willa Johnson, Councilmember, City of Oklahoma City  
Don Bown, City of Oklahoma City  
Brent Hawkinson, SBC

**STAFF**

Zach Taylor, Executive Director  
Jane Sutter, Division Director, Intergovernmental Services  
Debbie Cook, Finance Director  
Stephen M. Willoughby, E9-1-1 & Public Safety Programs Director  
Jerry Church, Special Programs Officer  
Doug Rex, Assistant to Executive Director  
Carolyn White, 9-1-1 Database Manager  
Johnny Irons, 9-1-1 Project Coordinator  
John G. Johnson, Legal Counsel  
Anita Kroth, Administrative Assistant

I. CALL TO ORDER

Chairman Dave Howe called the meeting to order at 1:15 p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

Executive Director Zach Taylor introduced Mayor Pro Tem Richard Stawicki, Norman, and Brent Hawkinson, SBC; three representatives from Carter & Burgess--Tom Shelton, Lee Nichols, and Mike McAnelly; Red Cain, Larry Hopper and Jose Perez, from COTPA Metro Transit.

III. APPROVAL OF MINUTES –October 27, 2005

Director Sandra Naifeh, Edmond, made a motion to approve the minutes of the October 27, 2005 meeting. Director Charles Joyner, Midwest City, seconded the motion. The motion carried the following votes:

AYE: Woodard, Howe, Bartlett, Naifeh, Harrison, Joyner, McMillan, Bryan, Walker, Pumphrey, Stawicki, Symes, Owens and Roth

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

Chairman's Report:

Chairman Dave Howe thanked 9-1-1 ACOG staff for the presentations made recently to city councils and others regarding Wireless Enhanced 9-1-1.

Director's Report:

Executive Director Zach Taylor reported that the 2-1-1 system was cut-over this week during the Senior Summit and congratulated Commissioner Jim Roth on Oklahoma County's success holding the Senior Summit again this year. He said the 2-1-1 system is operational and progressing well.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. CONSENT DOCKET

**INFORMATION:** These items are placed on the agenda so that the Board of Directors may designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with the approval of all Board members that item will be heard in regular order. Staff recommends that items VI-A, VI-B-1, VI-B-2 and VI-B-3 be placed on the Consent Docket.

**Action Requested:** Motion to place the above items on the Consent Docket and approve or acknowledge those items, subject to any conditions included in that item.

A. FINANCE REPORT – NOVEMBER CLAIMS

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$147,856.87 for the month of November. Staff has found these claims to be in order and proper as to form, and are recommended for payment. A copy of the Claims List is included in the agenda packet.

B. 2006 MEETING DATES

**INFORMATION:** In accordance with the Oklahoma Open Meetings Act, the 9-1-1 Association needs to approve a meeting schedule for the calendar year 2006 for the 9-1-1 Association Board of Directors, 9-1-1 Technical Committee and Operation FireSAFE Operational Committee and Burn Prevention Committee. Once approved, the schedule will be submitted to the Oklahoma County Clerk.

**Action Requested:** Motion to approve the meeting dates for the calendar year 2006 for the 9-1-1 Board of Directors, 9-1-1 Technical Committee and Operation FireSAFE Operational Committee and Burn Prevention Committee.

Director Charles Joyner, Midwest City, made a motion to place the above items on the Consent Docket and approve or acknowledge those items, subject to any conditions included in that item. Director James Woodard, Arcadia, seconded the motion. The motion carried the following votes:

AYE: Woodard, Howe, Bartlett, Naifeh, Harrison, Joyner, McMillan, Bryan, Walker, Pumphrey, Stawicki, Symes, Owens and Roth

NAY: None

ABSTAIN: None

VII. LEVEL 3 COMMUNICATIONS, LLC SERVICE APPLICATION AND AGREEMENT

Johnny Irons explained that Level 3 Communications, LLC is a facilities-based Competitive Local Exchange Carrier (CLEC) utilizing the standard contract language previously approved by the Board of Directors. Staff recommended approval of a contract between 9-1-1 ACOG and Level 3 Communications, LLC.

Director Evelyn Nephew made a motion to authorize the Executive Director to execute a contract between the 9-1-1 Association of Central Oklahoma Governments and Level 3 Communications, LLC subject to legal counsel approval.

Director James Woodard seconded the motion. The motion carried the following votes:

AYE: Woodard, Howe, Bartlett, Naifeh, Harrison, Nephew, Joyner, McMillan, Bryan, Walker, Pumphrey, Stawicki, Symes, Owens and Roth

NAY: None

ABSTAIN: None

VIII. ENHANCED WIRELESS 9-1-1 STATUS REPORT

Executive Director Zach Taylor gave a brief status report on the progress of the Wireless Enhanced 9-1-1 election scheduled for December 13<sup>th</sup>. He said the 9-1-1 Saves Lives Committee named three chairs, i.e., Dick Reynolds, Norman; Ann Taylor, Nichols Hills; and Ron Norick, Oklahoma City. He said Charles Swinton is the Treasurer. Approximately 100 people attended the campaign kickoff meeting on October 28<sup>th</sup>. He said they raised approximately \$80-85,000. He mentioned some of the contributors and said that the committee continues to seek endorsements. Mr. Taylor said to date 49 presentations have been made to various communities and other interested groups.

IX. GENERAL STATUS REPORT

Stephen Willoughby reported that eight regional call-takers were certified by the National Academy of Emergency Dispatch through the 9-1-1 ACOG training Institute earlier this month.

Mr. Willoughby said staff continues to work with SBC-IS and Vonage on delivery of VoIP calls to the Central Oklahoma 9-1-1 system. He said that is progressing well. SBC is proposing an interim solution in which call-takers will receive no 9-1-1 information until 9-1-1 ACOG requests Phase II wireless service from SBC. He said this would allow SBC to recover their costs for upgrades to the interface of the databases that are required for Wireless Phase II and VoIP as well. Staff continues to review SBC's solution.

Mr. Willoughby reported that approximately 50 public safety and technical personnel from the region attended a meeting that ACOG facilitated on behalf of the FCC. The meeting dealt with the FCC mandated radio frequency rebanding.

X. NEW BUSINESS

None

XI. ADJOURNMENT

Chairman Dave Howe called for a motion to adjourn. Director James Pumphrey, Nicoma Park, made a motion to adjourn. Director Charles Joyner seconded the motion. The motion carried the following votes:

AYE: Woodard, Howe, Bartlett, Naifeh, Harrison, Joyner, McMillan, Bryan, Walker, Pumphrey, Stawicki, Symes, Owens and Roth

NAY: None

ABSTAIN: None

The meeting was adjourned at 1:45 p.m.

ADOPTED THIS 15<sup>TH</sup> DAY OF DECEMBER, 2005.

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Chairman

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Secretary-Treasurer

**PAGE DOWN TO VIEW ATTACHMENT VI**

**BE IT RESOLVED, that on this 15th day of December 2005, the following claims are approved by the 9-1-1 Association of Central Oklahoma Governments; and the Director and Officers of this Association are directed to pay such claims.**

**MSAG/Education/Training**

Personnel	\$ 74,696.05	
Deposit correction	(33.60)	
Legal	337.50	
Mileage	129.15	
Parking	252.00	
Postage	116.30	
Subcontract/Consultant	135.00	
Supplies	180.29	
Telephone	30.12	
Training, 9-1-1 Institute	820.00	
Xerox	564.87	
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<i>Total MSAG/Education/Training</i>		\$ 77,227.68

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

SBC	\$ 44,716.24	
SBC (Wireless)	4,085.51	
SBC (UPS Maintenance)	1,309.00	
SBC	107.87	
SBC Capital Services	1,686.14	
Koch Financial Corporation	17,903.21	
Logix Communications	132.88	
TDS Telecom	1,221.52	
Pioneer Telephone	413.42	
Pioneer Telephone	112.12	
Pioneer Telephone	59.77	
Pioneer Telephone	319.39	
Valor Telecom	72.75	
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<i>Total 9-1-1 Operating/Maintenance</i>		<hr/> 72,139.82

**Total December Claims****\$ 149,367.50**

ATTEST:

\_\_\_\_\_  
CHAIRMAN\_\_\_\_\_  
SECRETARY-TREASURER

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
CASH STATUS REPORT  
FOR THE MONTH ENDED NOVEMBER 30, 2005**

	<u>OPERATING</u>	<u>SAVINGS</u>	<u>TOTAL</u>
Beginning Balance <i>November 1, 2005</i>			
Cash on Deposit	\$ 221,829.15	\$ 848,990.26	\$ 1,070,819.41
Cash Receipts			
Fee Income	\$ 124,839.07	\$ -	\$ 124,839.07
Contracts	-		-
Transfers of Funds	1,051.35		1,051.35
Interest Earned	386.00	864.50	1,250.50
Miscellaneous	113.40	-	113.40
Total Cash Receipts	<u>\$ 126,389.82</u>	<u>\$ 864.50</u>	<u>\$ 127,254.32</u>
Total Cash Available	\$ 348,218.97	\$ 849,854.76	\$ 1,198,073.73
Cash Disbursements			
Claims/Operating Expense	\$ 147,856.87	\$ -	\$ 147,856.87
9-1-1 Fund Disbursement	18,750.03	-	18,750.03
Transfers of Funds	-	864.50	864.50
Miscellaneous	293.46		293.46
Total Cash Disbursements	<u>\$ 166,900.36</u>	<u>\$ 864.50</u>	<u>\$ 167,764.86</u>
Ending Balance <i>November 30, 2005</i>			
Cash on Deposit	<u>\$ 181,318.61</u>	<u>\$ 848,990.26</u>	<u>\$ 1,030,308.87</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
DISBURSEMENT OF FUND BALANCE  
NOVEMBER 2005**

Arcadia	\$ 13.16
Bethany	1,007.75
Choctaw	366.76
Cleveland County	239.35
Del City	711.97
Edmond	3,196.38
El Reno	1,085.23
Forest Park	38.32
Guthrie	574.42
Harrah	181.97
Jones	96.55
Lexington	83.44
Midwest City	1,836.93
Moore	1,413.31
Mustang	470.86
Newcastle	252.00
Nichols Hills	236.24
Noble	206.09
Norman	3,829.69
Oklahoma County	663.05
Piedmont	149.08
Slaughterville	76.67
Spencer	129.35
The Village	338.45
Tinker AFB Fire Department	99.30
Tuttle	180.82
Warr Acres	411.40
Woodlawn Park	4.29
Yukon	857.20
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Total November Disbursements	\$ 18,750.03
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