

**PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., JANUARY 24, 2005
IF YOU DESIRE A SIGN-LANGUAGE INTERPRETER AT THE MEETING**



9-1-1 association of central oklahoma governments

Chair Dave Howe
Choctaw Councilmember

Vice-Chair Grant Hedrick
Canadian County Commissioner

Secretary/Treasurer Stan Inman
Oklahoma County Commissioner

Executive Director
Zach D. Taylor

9-1-1 BOARD OF DIRECTORS AGENDA

1:00 p.m., January 27, 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 – December 16, 2004 ([Attachment III](#))

Action Requested: Motion to approve minutes of the December 16, 2004 meeting.

- IV. COMMUNICATIONS
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. FINANCE REPORT – JANUARY 2005 CLAIMS ([Attachment VI](#))

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$180,028.01 for the month of January. 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 approve payment of the January 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. GENERAL STATUS ([Attachment VIII](#))

INFORMATION: Information on current projects is included for review and discussion.

Action Requested: None, for information only.

IX. NEW BUSINESS

X. ADJOURNMENT

**MINUTES OF THE
9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS MEETING
ACOG CONFERENCE ROOM
December 16, 2004**

The eleventh meeting of the calendar year 2004 of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:04 p.m., December 16, 2004 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. Grant Hedrick, Commissioner, Canadian County

MEMBERS PRESENT

Hon. James Woodard, Councilmember, Arcadia
Hon. Roger Malone, Councilmember, Choctaw
Hon. Paula Sanford, Councilmember, Edmond
Hon. Debbie Harrison, Councilmember, El Reno
Hon. Lewis Pringle, Trustee, Forest Park
Hon. Jon Gumerson, Mayor, Guthrie
Hon. Bill Haddock, Mayor, Lexington
Hon. Eddie Reed, Mayor, Midwest City
Hon. Wendy Wilkerson, Councilmember, Mustang
Hon. Kathy Walker, Councilmember, Nichols Hills
Hon. James Pumphrey, Councilmember, Nicoma Park
Hon. David Hopper, Councilmember, Norman
Hon. John Brown, Councilmember, Piedmont
Hon. Ron Bledsoe, Mayor, Slaughterville
Hon. Marsha Jefferson, Mayor, Spencer
Hon. Scott Symes, Councilmember, The Village
Hon. Leslie Owens, Councilmember, Warr Acres
Hon. Bob Bradway, Councilmember, Yukon
Hon. Mark Sharpton, Commissioner, Logan County
Hon. Stan Inman, Commissioner, Oklahoma County

MEMBERS ABSENT

Hon. J. D. Johnston, Mayor, Bethany
Hon. Larry O'Connell, Councilmember, Del City
Hon. Karen Feldhake, Councilmember, Harrah
Hon. Matt Elerick, Mayor, Jones City

MEMBERS ABSENT (continued)

Hon. Gary Johnston, Mayor, Lake Aluma
Hon. Scott Fesler, Councilmember, Luther
Hon. Glenn Lewis, Mayor, Moore
Hon. Jim Gurley, Councilmember, Newcastle
Hon. Carol Jones, Councilmember, Noble
Hon. Kathy Jordon, Trustee, Smith Village
Hon. Chet Curlee, Councilmember, Tuttle
Hon. Robert Greb, Mayor, Valley Brook
Hon. Jim Gilbert, Mayor, Woodlawn Park
Hon. Bill Graves, Commissioner, Cleveland County

GUESTS

Randy Ross, Mayor, Choctaw
Robert Floyd, City Manager, Choctaw
Gerald Wright, Oklahoma County
Mike Brice, Assistant City Manager, City of Chickasha
Larry Shelton, City Manager, City of Chickasha
Ronnie Freeman, SBC

STAFF

Zach D. Taylor, Executive Director
Debbie Cook, Finance Director
Jane Sutter, Division Director, Intergovernmental Services
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
J. Dell Gordon, Legal Counsel
John Johnson, Consultant
Anita Kroth, 9-1-1 Administrative Assistant

I. CALL TO ORDER

Vice-Chairman Grant Hedrick called the meeting to order at 1:04p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

Executive Director Zach Taylor introduced Choctaw's new Mayor, Randy Ross; Gerald Wright, staff, Oklahoma County; Larry Shelton, City Manager, Chickasha; Mike Brice, Assistant City Manager, City of Chickasha; and Ronnie Freeman, SBC.

III. APPROVAL OF MINUTES - November 18, 2004

Action Requested: Motion to approve minutes of the November 18, 2004 meeting. Director Ron Bledsoe, Slaughterville, made a motion to approve the minutes of the November 18, 2004 meeting. Director John Brown, Piedmont, seconded the motion. The motion carried the following votes:

AYE: Woodard, Malone, Sanford, Harrison, Gumerson, Haddock, Reed, Wilkerson, Pumphrey, Brown, Bledsoe, Jefferson, Symes, Owens, Bradway, Sharpton, and Inman

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

A. CHAIRMAN'S REPORT

None

B. DIRECTOR'S REPORT

Zach Taylor announced that there is an amendment to the 9-1-1 Association claims list from SBC in the amount of \$810.83, which carries the claims amount to \$200,956.95 for the month.

Mr. Taylor reported that staff has been coordinating with the City of Chickasha regarding 9-1-1 issues. Chickasha is a part of the ASCOG territory but its residents have connectivity with the ACOG region as well.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. FINANCE REPORT – DECEMBER 2004 CLAIMS

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$200,146.12 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, plus amendment to the claims for SBC in the amount of \$810.83.

Action Requested: Motion to accept the finance report, and approve payment of the December claims against the Association, including amendment to claims for SBC in the amount of \$810.83.

Director John Brown, Piedmont, made a motion to accept the finance report, and approve payment of the December claims against the Association, including the amendment to claims to SBC in the amount of \$810.83. Director James Woodard, Arcadia, seconded the motion. The motion carried the following votes:

AYE: Woodard, Malone, Sanford, Harrison, Gumerson, Haddock, Reed, Wilkerson, Pumphrey, Brown, Bledsoe, Jefferson, Symes, Owens, Bradway, Sharpton, and Inman

NAY: None

ABSTAIN: None

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

Stephen Willoughby informed the Board that we continue to receive information from wireless carriers in regard to our request for cost and revenue projections. We also continue work with the wireless carriers on implementation of enhanced wireless 9-1-1 Phase I, which will provide not only tower location, which allows for better routing, but also call-back information.

Executive Director Zach Taylor said that since it will be necessary to establish a wireless 9-1-1 service fee in the region, we are making efforts to conduct a cost analysis and feasibility of the system before the start of the legislative session. He said staff anticipates a need to adjust the current state statute. The authorized service fee for wireless is 50 cents. Currently, our cost to provide wireless 9-1-1 is running about 72 cents per line, which indicates a cost gap with core costs.

The legislature, in establishing the 50-cent fee, used a plugged number until a cost analysis could be presented.

Mr. Taylor said it looks like actual costs to maintain the infrastructure and add features to make Wireless 9-1-1 work better will be around \$1.00 in the urban areas and \$1.50 or more in the rural areas.

There are also provisions in the current law for uniform agreements with all of the wireless carriers. We completed our part of the work to establish these agreements but have yet to have responses from the wireless carriers. We may be looking to eliminate that provision, as well.

We are also concerned with the advent of VoIP (Voice over Internet Protocol) not being integrated into the 9-1-1 system and how to address that issue.

To address these issues in the forthcoming session, Mr. Taylor said that we have obtained a commitment from State Representative Bill Case, Chairman of the County Municipal Government Committee in the House, to be the author, and Senator Angela Munson to be the author in the Senate. They are very supportive of 9-1-1 ACOG making efforts to make enhanced 9-1-1 a reality for wireless services in Central Oklahoma, he said.

Director David Hopper asked if the 72 cents amount for the wireline is under cost? Mr. Taylor replied that we have aggregated all of our cost and it is 72 cents. It had been paying for itself, but now the number of people unplugging their wireline phones and migrating to wireless has had a negative impact on revenues. Mr. Hopper asked why it cost so much more for wireless?

Mr. Taylor explained that the wireless companies are allowed by the FCC to pass on certain costs associated with their improvements to their networks and equipment. A part of that is associated with enabling them to enhance their systems for 9-1-1, and another part of it will be used for other locational technologies associated with their phone service.

VIII. GENERAL STATUS REPORT

Stephen Willoughby reported that we are in the process of upgrading all of the 9-1-1 equipment's operating system from NT to XP-Pro. We originally experienced a few problems with that in the initial testing and the test workstations were sent back to TCI's lab where it was discovered that there were additional software issues associated with the XP upgrade.

The software on the workstations was changed and shipped back here to us. The two weeks of testing at the ACOG testing PSAP was deemed successful.

We have now deployed these workstations to two different locations to see how they work within the like system. The plan is to evaluate that for another two weeks and TCI will send a technician to Oklahoma to do a complete install, starting at Norman.

After that, installation will begin at all of the PSAPs. He said it takes about six hours per workstation to complete the upgrade.

Mr. Willoughby reminded the Board that last month he and Mr. Zach Taylor visited SBC in Kansas City to establish timelines for installation.

He reported that the Region 8 Homeland Security Council met on Dec. 1st. The State Homeland Security officials requested the council's funding priorities for the 2005 funds. These initial provisions included infrastructure protection, training, and technology.

At this time, he said the Homeland Security office has not received direction as to which categories will receive these funds. Also, the State Homeland Security announced that their legislative agenda includes restoring the council of government representation to each regional council.

IX. NEW BUSINESS

Executive Director Zach Taylor explained that originally 9-1-1 ACOG had an agreement with SBC and Northern Telecom (Nortel) to purchase 9-1-1 equipment. Several years after buying the equipment from Nortel, 9-1-1 ACOG was not satisfied that it had met promised specifications.

Nortel decided to discontinue providing premise 9-1-1 equipment, so SBC then made arrangements for Nortel to secure the TCI equipment that we have today. This equipment has yet to be accepted formally by 9-1-1 ACOG.

Now that the equipment has been here an adequate length of time and proven itself at an adequate degree, we desire to go ahead and release, in part, Nortel from the agreement with SBC and 9-1-1 ACOG. Since Nortel has fulfilled its obligations, SBC has come forward and ask that we amend the original agreement releasing Nortel.

Legal counsel has developed a contract agreement in concert with SBC and is currently in the process of being executed. We used the original agreement approved by the 9-1-1 Board and have now made this into a two-phased process.

Mr. Taylor explained that once we are completely satisfied with the TCI installation, we would proceed to sign a release to SBC, as well.

X. ADJOURNMENT

Vice-Chairman Grant Hedrick called for a motion to adjourn. Director James Pumphrey, Nicoma Park, made a motion to adjourn. Director Bob Bradway, Yukon, seconded the motion. The motion carried the following votes:

AYE: Woodard, Malone, Sanford, Harrison, Pringle, Gumerson, Haddock, Reed, Wilkerson, Walker, Pumphrey, Brown, Bledsoe, Jefferson, Symes, Owens, Bradway, Sharpton, and Inman

NAY: None

ABSTAIN: None

The meeting was adjourned at 1:21 p.m.

ADOPTED THIS 27TH DAY OF JANUARY 2005.

Chairman

Secretary-Treasurer

PAGE DOWN TO VIEW ATTACHMENT VI

BE IT RESOLVED, that on this 27th day of January 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	\$ 111,105.29	
Deposit Correction	104.50	
Legal	1,000.00	
Maintenance & Repair Software	165.00	
Mileage	126.79	
Postage	369.97	
Publications & Subscriptions	81.74	
Supplies	228.52	
Telephone	381.34	
Training	270.00	
Travel Adjustment	(419.08)	
Xerox	482.59	
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<i>Total MSAG/Education/Training</i>		\$ 113,896.66

9-1-1 Operating/Maintenance

SBC	\$ 42,800.93	
SBC (UPS Maintenance)	1,117.00	
SBC	106.60	
SBC Capital Services	1,686.14	
Koch Financial Corporation	17,903.21	
TDS Telecom	1,221.52	
Pioneer Telephone	413.22	
Pioneer Telephone	319.39	
Pioneer Telephone	111.70	
Pioneer Telephone	59.63	
Valor Telecom	71.91	
Language Line Services	170.10	
MTM Solutions	150.00	
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<i>Total 9-1-1 Operating/Maintenance</i>		<hr/> 66,131.35

Total January Claims

\$ 180,028.01

ATTEST:

CHAIRMAN

SECRETARY-TREASURER

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED DECEMBER 31, 2004**

	<u>OPERATING</u>	<u>SAVINGS</u>	<u>TOTAL</u>
Beginning Balance <i>December 1, 2004</i>			
Cash on Deposit	\$ 530,957.59	\$ 848,873.99	\$ 1,379,831.58
Cash Receipts			
Fee Income	\$ 133,289.49	\$ -	\$ 133,289.49
Contracts			
Transfers of Funds	918.06		918.06
Interest Earned	365.73	918.06	1,283.79
Miscellaneous	180.80	-	180.80
Total Cash Receipts	<u>\$ 134,754.08</u>	<u>\$ 918.06</u>	<u>\$ 135,672.14</u>
Total Cash Available	\$ 665,711.67	\$ 849,792.05	\$ 1,515,503.72
Cash Disbursements			
Claims/Operating Expense	\$ 200,956.09	\$ -	\$ 200,956.09
9-1-1 Fund Disbursement	18,750.00	-	18,750.00
Transfers of Funds		918.06	918.06
Miscellaneous	54.28	-	54.28
Total Cash Disbursements	<u>\$ 219,760.37</u>	<u>\$ 918.06</u>	<u>\$ 220,678.43</u>
Ending Balance <i>December 31, 2004</i>			
Cash on Deposit	<u>\$ 445,951.30</u>	<u>\$ 848,873.99</u>	<u>\$ 1,294,825.29</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
DISBURSEMENT OF FUND BALANCE
DECEMBER 2004**

Arcadia	\$ 16.07
Bethany	961.95
Choctaw	495.13
Cleveland County	237.65
Del City	721.29
Edmond	3,133.47
El Reno	1,132.14
Forest Park	38.24
Guthrie	595.37
Harrah	183.62
Jones	133.10
Lexington	76.96
Midwest City	1,814.38
Moore	1,391.15
Mustang	450.77
Newcastle	243.91
Nichols Hills	227.17
Noble	198.94
Norman	3,816.70
Oklahoma County	648.44
Piedmont	137.99
Slaughterville	74.67
Spencer	129.18
The Village	350.10
Tinker AFB Fire Department	93.23
Tuttle	168.13
Warr Acres	445.56
Woodlawn Park	4.76
Yukon	829.93

Total December Disbursements	\$ 18,750.00
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9-1-1 association of central Oklahoma governments

ATTACHMENT VIII

Chair Dave Howe
Choctaw Councilmember

Vice-Chair Grant Hedrick
Canadian County Commissioner

Secretary/Treasurer Stan Inman
Oklahoma County Commissioner

Executive Director
Zach D. Taylor

MEMORANDUM

DATE: January 18, 2005
TO: 9-1-1 Board of Directors
FROM: Stephen M. Willoughby, E-9-1-1 & Public Safety Programs Director
SUBJECT: General Status Report

Homeland Security

The Federal Dept. of Homeland Security has designated the Central Oklahoma region as a recipient of the Urban Area Security Initiative (UASI). This allows for funds to be distributed to urban areas. The Oklahoma City area will receive \$4.4 million in these funds for Homeland Security activities.

Automatic External Defibrillator Grant

ACOG continues to accept applications from Canadian and Logan counties from entities for automatic external defibrillators (AED). ACOG has been designated as the Grant Administrator for the *Rural Access to Emergency Defibrillator* grant for the third year. Applications have been sent to all law enforcement, fire, and emergency medical service in the eligible counties. The application period closes February 15, 2005.

9-1-1 Equipment

The upgrade from the NT operating system to XP-Pro for all 54 9-1-1 workstations continues to progress, and completion is expected to be in March.