

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., OCTOBER 23, 2006  
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, October 26, 2006  
ACOG Conference Room  
21 E. Main – Suite 100  
Oklahoma City, Oklahoma, 73104

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES –September 28, 2006 meeting ([Attachment III](#))
- IV. COMMUNICATIONS
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. CONSENT DOCKET

**INFORMATION:** This item is placed on the agenda so that the Board of Directors, by unanimous consent, 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 Item VI- A be placed on the Consent Docket.

A. FINANCE REPORT – OCTOBER 2006 CLAIMS ([Attachment VI-A](#))

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$158,231.18 for the month of October and also to ratify payment of budgeted, recurring expenses for September claims paid on October 2. 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 attached;

**Action Requested:** Motion to accept the finance report and approve payment of the October budgeted, recurring claims against the Association, and to ratify payment of the September budgeted recurring expenses paid on October 2, 2006. A list of claims is attached.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. ANNUAL 9-1-1 AUDIT REPORT FY 2006 ([Attachment VII-A](#))

**INFORMATION:** John M. Arledge & Associates, P.D. has completed its audit of the 9-1-1 Association of Central Oklahoma Government's financial statements for the fiscal year ended June 30, 2006.

**Action Requested:** Motion to receive the Fiscal Year 2006 Audit Report of the 9-1-1 Association of Central Oklahoma Governments.

Note: To view the entire annual 9-1-1 ACOG audit report FY 2006 online, click on this direct link: <http://www.acogok.org/Newsroom/Downloads/audit2006911.pdf>

Note: To view the 9-1-1 Audit Communication Letter for year ended June 30, 2006 online, click on this direct link: <http://www.acogok.org/Newsroom/Downloads/auditlet2006911.pdf>

B. RESOLUTION/ORDINANCE ESTABLISHING THE NINE-ONE-ONE VOICE OVER INTERNET PROTOCOL EMERGENCY SERVICE FEE ([Attachment VII-B](#))

**INFORMATION:** The attached sample Resolution/Ordinance will be mailed to each 9-1-1 member entity for notification that each city council, board of trustees, and board of County Commissioners will need to give consideration to enactment of a resolution/ordinance related to a 50-cent 9-1-1 emergency service fee for Voice over Internet Protocol (VoIP) customers.

**Action Requested:** Concurrent with the attached resolution/ordinance establishing a 50-cent 9-1-1 service fee for Interconnected Voice over Internet Protocol.

VIII. GENERAL STATUS REPORT ([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  
September 28, 2006**

The eighth meeting of the calendar year 2006 of the 9-1-1 Association of Central Oklahoma Governments Board of Directors convened at 1:07 p.m., September 28, 2006 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. David Hopper, Councilmember, Norman

**MEMBERS PRESENT**

Hon. James H. Woodard, Councilmember, Arcadia  
Hon. Roger Malone, Councilmember, Choctaw  
Hon. Ken Bartlett, Councilmember, Del City  
Hon. Julie Rozsypal, Councilmember, El Reno  
Hon. Doug Hehn, Councilmember, Guthrie  
Hon. Ray Poland, Councilmember, Jones City  
Hon. Margaret Graham, Trustee, Luther  
Hon. Russell Smith, Mayor, Midwest City  
Hon. Kathy McMillan, Councilmember, Moore  
Hon. Keith Bryan, Councilmember, Mustang  
Hon. John Brown, Councilmember, Piedmont  
Hon. Jeff Davis, Councilmember, Piedmont  
Hon. Scott Symes, Mayor, The Village  
Hon. Phil Carson, Commissioner, Canadian County  
Hon. Mark Sharpton, Commissioner, Logan County

**MEMBERS ABSENT**

Hon. Phil Shirey, Councilmember, Bethany  
Hon. Sandra Naifeh, Mayor, Edmond  
No Designee, Forest Park  
Hon. Jim Dickinson, Councilmember, Harrah  
Hon. Gary Johnston, Mayor, Lake Aluma  
Hon. Mark Easton, Councilmember, Lexington  
No Designee, Newcastle  
Hon. Kathy Walker, Councilmember, Nichols Hills

**MEMBERS ABSENT** (continued)

Hon. James Pumphrey, Councilmember, Nicoma Park  
Hon. Carol Jones, Councilmember, Noble  
Hon. Linda Daniels, Mayor, Slaughterville  
Hon. Kathy Jordon, Trustee, Smith Village  
Hon. Marsha Jefferson, Mayor, Spencer  
Hon. Chet Curlee, Councilmember, Tuttle  
No Designee, Valley Brook  
Hon. Jeff Martinez, Councilmember, Warr Acres  
Hon. Jim Gilbert, Mayor, Woodlawn Park  
Hon. Bob Bradway, Mayor, Yukon  
Hon. Bill Graves, Commissioner, Cleveland County  
Hon. Stan Inman, Commissioner, Oklahoma County

**GUESTS**

Mary Murphey, Admin. Assistant, Logan County District 1  
Ronnie Freeman, AT&T

**STAFF**

Zach Taylor, Executive Director  
Jane Sutter, Division Director, Intergovernmental Services  
Stephen M. Willoughby, E9-1-1 & Public Safety Programs Director  
Doug Rex, Assistant to Executive Director  
John G. Johnson, Legal Counsel  
Jerry Church, ACOG Special Programs Officer  
Wendi Marcy, 9-1-1 Special Programs Officer  
Johnny Irons, 9-1-1 Project Coordinator  
Brad Nesom, 9-1-1 GIS Specialist  
Carolyn White, 9-1-1 Database Manager  
Paulette Marshall, 9-1-1 Database Associate  
Anita Kroth, Administrative Assistant

I. CALL TO ORDER

Vice-Chairman David Hopper called the meeting to order at 1:07 p.m. A quorum was present.

II. INTRODUCTION OF GUESTS

Executive Director Zach Taylor welcomed Mary Murphey, Logan County, and Ronnie Freeman, AT&T.

III. APPROVAL OF MINUTES –August 10, 2006

Director John Brown, Piedmont, made a motion to approve the minutes of the August 10, 2006 meeting. Director Mark Sharpton, Logan County, seconded the motion. The motion carried the following votes:

AYE: Woodard, Malone, Bartlett, Rozsypal, Hehn, Poland, Graham, Smith, McMillan, Bryan, Brown, Symes, Carson and Sharpton

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

Chairman's Report:

None

Director's Report:

Executive Director Zach Taylor informed the Board that there is substitute language on the finance report for the August/September claims. Due to illness of one of the Finance Department staff members the processing of claims has been delayed. He said there is a special handout on the claims indicating that September claims were unable to be processed in time for this meeting. Approval is required to pay the September budgeted and recurring expenses as soon as possible, and to ratify August claims paid on September 5. He explained that the September claims would be presented for ratification at the October board meeting. The motion is to authorize payment of September budgeted, recurring expenses and ratify payments of the August budgeted, recurring expenses paid on September 5.

Mr. Taylor reported that the Oklahoma City Council approved entering into an agreement with the 9-1-1 Association of Central Oklahoma Governments for the purpose of providing 9-1-1 supportive services to them. The advent of wireless communications has made it increasingly clear that the integration of services that we provide our members would be appropriate with them as well. The contracted services we will provide to them include Emergency Service Number (ESN) boundary maintenance; Master Street Address Guide (MSAG) maintenance; 9-1-1 database management and maintenance; 9-1-1 interconnected technology coordination; 9-1-1 technical assistance and sharing of Disaster Recovery and contingency planning and GIS data sharing.

This is a significant undertaking approved by this Board at our last meeting and approved by the Oklahoma City Council this week.

V. HEARING OF DELEGATIONS OR CITIZENS

None

VI. CONSENT DOCKET ITEMS VI-A

**INFORMATION:** This item is placed on the agenda so that the Board of Directors, by unanimous consent, 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, it will be heard in regular order. Staff recommends that Items VI-A be placed on the Consent Docket.

A. FINANCE REPORT – AUGUST/SEPTEMBER 2006 CLAIMS

**INFORMATION:** Due to staff illness in the Accounting Department, the finance report and September claims were unable to be processed in time for this meeting. Approval is required to pay the September budgeted and recurring charges as soon as it is possible. The September claims will be presented for ratification at the October 9-1-1 Board meeting. The finance reports will be attached with the October agenda.

Attached is a list of August budgeted recurring expenses paid on September 5, 2006. These expenses (\$236,660.65) were authorized to be paid by the 9-1-1 Board at the June 29, 2006, meeting. A copy of the Claims List is attached for ratification.

**Action Requested:** Motion to authorize payment of September budgeted, recurring expenses and to ratify payment of the August budgeted recurring expenses paid on September 5, 2006.

Director John Brown made a motion to accept the substitute language regarding Item VI-A, and to authorize payment of the September budgeted, recurring expenses, and to ratify payment of the August budgeted, recurring expenses paid on September 5, 2006. Director James Woodard seconded the motion. The motion carried the following vote:

AYE: Woodard, Malone, Bartlett, Rozsypal, Hehn, Poland, Graham, Smith, McMillan, Bryan, Brown, Symes, Carson and Sharpton

NAY: None

ABSTAIN: None

## VII. GENERAL STATUS REPORT

Mr. Willoughby reported that staff continues to coordinate Wireless Phase II Implementation and deployment with each of the wireless carriers operating in Central Oklahoma. He said that staff is currently reviewing existing network and routing configurations to ensure consistency and accuracy.

In tandem with that the equipment and software upgrades associated with the necessary enhancements to be Phase II ready are expected to be complete within the next few days. All of the monitors will be replaced with dual monitors to accommodate a workstation with the map and 9-1-1 screen. Installation of the map software is expected to begin October 2. The first installation will be at the 9-1-1 Training PSAP so that once installed a battery of testing can be conducted before we begin installing it live.

Steve said that administrative, train-the-trainer and call-taker training will begin in early November and installation is expected to be completed by late November.

Mr. Willoughby said staff has finalized installation of the administrative GIS server along with user software necessary to internally share and manage regional GIS on a daily basis. GIS and data management staff participated in a five-day training to learn how to utilize the necessary tools to administrate, maintain and develop the GIS data in the Central Oklahoma region.

GeoComm delivered the Oklahoma County GIS data as scheduled and the Logan County data also is on schedule and being developed and updated by staff.

Mr. Willoughby said the roads database for both Logan and Oklahoma counties is being checked through quality control methods by both staff and GeoComm.

He said GeoComm is conducting field work in Cleveland and Canadian County at this time to GPS and verify accuracy of information. Cleveland County data is due for delivery by October 2.

Mr. Willoughby said on September 20, 9-1-1 Association of Central Oklahoma Governments staff and key operational personnel from the City of Oklahoma City met to discuss services that 9-1-1 Association of Central Oklahoma Governments will provide the City, and also to establish a process for sharing work and exchanging information.

Also, Mr. Willoughby said that on August 23, in conjunction with Midwest City EOC, ACOG conducted a table top bioterrorism exercise in Midwest City to test the ability of the EMD protocol to help dispatchers and call-takers identify a possible terror attack, offer medical assistance over the phone and alert responders to possible dangers.

He said the agencies who participated in the bioterrorism exercise were Midwest City 9-1-1, Midwest City Emergency Management, Norman 9-1-1, Tuttle 9-1-1, Midwest Regional EMS, EMSA, Midwest City Police Department, Oklahoma State Department of Health and Association of Central Oklahoma Governments. The exercise was a success. An after-action report will be available for review next month.

Mr. Willoughby said that although the grant funding for the software portion of this project expired on the last day of August, this project will continue as a part of 9-1-1 ACOG's work program. 9-1-1 ACOG will continue to provide project coordination and enhancements as well as training and maintenance support of the EMD software.

He said in June, the Oklahoma Office of Homeland Security contracted with the Councils of Governments to assist local communities with compliance with the National Incident Management System (NIMS). He said ACOG hosted two workshops to assist designated points of contact with compliance requirements. He reported that 39 communities have officially adopted NIMS as their official incident management system by resolution or executive order. He added that entities have until September 30<sup>th</sup> to obtain compliance in order to be eligible for future Homeland Security preparedness funds.

VIII. NEW BUSINESS

Director Zach Taylor mentioned that at the last meeting the Board approved the financing for all of the 9-1-1 upgrades that we are making, and said that all of those financing arrangements have been finalized and closed. He thanked John Johnson, legal counsel, and Debbie Cook, Finance Director, for their efforts in that process.

IX. ADJOURNMENT

Vice-Chairman David Hopper called for a motion to adjourn. Director John Brown made a motion to adjourn. Director Mark Sharpton seconded the motion. The motion carried the following votes:

AYE: Woodard, Malone, Bartlett, Rozsypal, Hehn, Poland, Graham,  
Smith, McMillan, Bryan, Brown, Symes, Carson and Sharpton

NAY: None

ABSTAIN: None

The meeting was adjourned at 1:19 p.m.

ADOPTED THIS 26TH DAY OF OCTOBER, 2006.

---

Chairman

---

Secretary-Treasurer

PAGE DOWN TO VIEW ATTACHMENT VI-A

**At the September 28, 2006, 9-1-1 Association of Central Oklahoma Governments' Board of Directors' meeting, authorization was given to pay September budgeted recurring expenses. This list is offered so the Board of Directors may ratify.**

**MSAG/Education/Training**

Advertising/Public Education	\$ 4,075.15	
Development	460.00	
Institute Training	2,000.00	
Legal	2,812.50	
Maintenance & Repair Software	900.00	
Mileage	17.80	
Parking	112.50	
Postage	33.17	
Professional Dues	95.00	
Publications & Subscriptions	105.00	
Supplies	4.55	
Supplies - Software	20,620.00	
Telephone	222.77	
Travel	109.92	
<i>Total MSAG/Education/Training</i>		\$ 31,568.36

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

AT&T (Network, Database & Frame Relay)	\$ 43,997.32	
AT&T (Wireless Phase 1)	4,085.51	
AT&T (UPS Maintenance)	1,213.00	
AT&T (Frame Relay to Pioneer Demark)	109.10	
AT&T (EMSA EMD Frame Relay)	187.65	
Chase Equipment Leasing Inc.	13,463.10	
Hinton Telephone Company	249.94	
Koch Financial Corporation	17,903.21	
Logix Communications	-	
TDS Telecom (Choctaw Service)	1,221.52	
Pioneer Telephone (Newcastle Diagnostic Line)	53.01	
Pioneer Telephone (9-1-1 Trunks)	826.84	
Pioneer Telephone (Newcastle Frame Relay)	319.39	
Windstream	72.79	
GeoComm, Inc.	104,319.00	
<i>Total 9-1-1 Operating/Maintenance</i>		<u>188,021.38</u>

**Total September Claims paid October 2, 2006**

\$ 219,589.74

ATTEST:

\_\_\_\_\_  
CHAIRMAN

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

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
CASH STATUS REPORT  
FOR THE MONTH ENDED AUGUST 31, 2006**

	<u>OPERATING</u>	<u>SAVINGS</u>	<u>TOTAL</u>
Beginning Balance <i>August 1, 2006</i>			
Cash on Deposit	\$ 1,395,711.45	\$ 299,859.82	\$ 1,695,571.27
Cash Receipts			
Fee Income	\$ 128,512.35	\$ -	\$ 128,512.35
Fee Income - Wireless Contracts	138,056.29		138,056.29
Transfers of Funds	628.09	-	628.09
Interest Earned	4,198.65	628.09	4,826.74
Miscellaneous	4,318.54	-	4,318.54
Total Cash Receipts	<u>\$ 275,713.92</u>	<u>\$ 628.09</u>	<u>\$ 276,342.01</u>
Total Cash Available	\$ 1,671,425.37	\$ 300,487.91	\$ 1,971,913.28
Cash Disbursements			
Claims/Operating Expense	\$ 261,123.54	\$ -	\$ 261,123.54
9-1-1 Fund Disbursement	22,708.33	-	22,708.33
Transfers of Funds	-	628.09	628.09
Miscellaneous	18.83		18.83
Total Cash Disbursements	<u>\$ 283,850.70</u>	<u>\$ 628.09</u>	<u>\$ 284,478.79</u>
Ending Balance <i>August 31, 2006</i>			
Cash on Deposit	<u>\$ 1,387,574.67</u>	<u>\$ 299,859.82</u>	<u>\$ 1,687,434.49</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
DISBURSEMENT OF FUND BALANCE  
AUGUST 2006**

Arcadia	\$ 15.16
Bethany	1,120.93
Choctaw	413.82
Cleveland County	287.23
Del City	820.58
Edmond	4,083.59
El Reno	1,256.16
Forest Park	47.90
Guthrie	930.53
Harrah	224.21
Jones	105.66
Lexington	99.64
Midwest City	2,201.70
Moore	1,727.40
Mustang	585.31
Newcastle	318.26
Nichols Hills	266.79
Nicoma Park	103.93
Noble	243.56
Norman	4,501.49
Oklahoma County	698.54
Piedmont	187.48
Slaughterville	96.52
Spencer	149.77
The Village	407.06
Tinker AFB Fire Department	82.51
Tuttle	216.37
Warr Acres	479.75
Woodlawn Park	4.67
Yukon	1,031.81
	-----
Total August Disbursements	\$ 22,708.33
	=====

**BE IT RESOLVED, that on this 26th day of October 2006, 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	\$66,346.83	
Audit	4,154.12	
Development	840.00	
Legal	1,812.50	
Mileage	76.10	
Postage	24.07	
Supplies	324.74	
Telephone	217.56	
<i>Total MSAG/Education/Training</i>		\$73,795.92

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

AT&T (Network, Database & Frame Relay)	\$ 44,584.43	
AT&T (Wireless Phase 1)	4,068.26	
AT&T (UPS Maintenance)	1,213.00	
AT&T (Frame Relay to Pioneer Demark)	109.48	
AT&T (EMSA EMD Frame Relay)	194.48	
Chase Equipment Leasing Inc.	13,463.10	
Hinton Telephone Company	497.29	
Koch Financial Corporation	17,903.21	
Logix Communications	132.88	
TDS Telecom (Choctaw Service)	1,221.52	
Pioneer Telephone (Newcastle Diagnostic Line)	53.01	
Pioneer Telephone (9-1-1 Trunks)	413.42	
Pioneer Telephone (Newcastle Frame Relay)	319.39	
Windstream	72.79	
Language Line	189.00	
<i>Total 9-1-1 Operating/Maintenance</i>		<u>84,435.26</u>

**Total October Claims**

\$ 158,231.18

ATTEST:

\_\_\_\_\_  
CHAIRMAN

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

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
CASH STATUS REPORT  
FOR THE MONTH ENDED SEPTEMBER 30, 2006**

	<u>OPERATING</u>	<u>SAVINGS</u>	<u>TOTAL</u>
Beginning Balance <i>September 1, 2006</i>			
Cash on Deposit	\$ 1,387,574.67	\$ 299,859.82	\$ 1,687,434.49
Cash Receipts			
Fee Income	\$ 124,800.64	\$ -	\$ 124,800.64
Fee Income - Wireless Contracts	3,031.43		3,031.43
Transfers of Funds	628.08	-	628.08
Interest Earned	3,962.90	628.08	4,590.98
Miscellaneous	-	-	-
Total Cash Receipts	<u>\$ 132,423.05</u>	<u>\$ 628.08</u>	<u>\$ 133,051.13</u>
Total Cash Available	\$ 1,519,997.72	\$ 300,487.90	\$ 1,820,485.62
Cash Disbursements			
Claims/Operating Expense	\$ 236,660.65	\$ -	\$ 236,660.65
9-1-1 Fund Disbursement	22,708.33	-	22,708.33
Transfers of Funds	-	628.08	628.08
Miscellaneous	14.37		14.37
Total Cash Disbursements	<u>\$ 259,383.35</u>	<u>\$ 628.08</u>	<u>\$ 260,011.43</u>
Ending Balance <i>September 30, 2006</i>			
Cash on Deposit	<u>\$ 1,260,614.37</u>	<u>\$ 299,859.82</u>	<u>\$ 1,560,474.19</u>

**9-1-1 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
DISBURSEMENT OF FUND BALANCE  
SEPTEMBER 2006**

Arcadia	\$ 15.16
Bethany	1,120.93
Choctaw	413.82
Cleveland County	287.23
Del City	820.58
Edmond	4,083.59
El Reno	1,256.16
Forest Park	47.90
Guthrie	930.53
Harrah	224.21
Jones	105.66
Lexington	99.64
Midwest City	2,201.70
Moore	1,727.40
Mustang	585.31
Newcastle	318.26
Nichols Hills	266.79
Nicoma Park	103.93
Noble	243.56
Norman	4,501.49
Oklahoma County	698.54
Piedmont	187.48
Slaughterville	96.52
Spencer	149.77
The Village	407.06
Tinker AFB Fire Department	82.51
Tuttle	216.37
Warr Acres	479.75
Woodlawn Park	4.67
Yukon	1,031.81
	-----
Total September Disbursements	\$ 22,708.33
	=====

## ATTACHMENT VII-A

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 association of central oklahoma governments

### MEMORANDUM

**DATE:** October 18, 2006

**TO:** 9-1-1 Board of Directors

**FROM:** Deborah C. Cook, CPA, Finance Director

**SUBJECT:** Annual 9-1-1 ACOG Audit Report FY 2006

**INFORMATION:** The accounting firm John M. Arledge & Associates, P.D. has completed its audit of the Association of Central Oklahoma Governments' financial statements for the fiscal year ended June 30, 2006. Representatives from John M. Arledge & Associates, P.D. will be present at the Board of Directors meeting on October 26, 2006, to answer any questions.

**Action Requested:** Motion to receive the Fiscal Year 2006 Audit Report of the 9-1-1 Association of Central Oklahoma Governments.

DC



9-1-1 association of central oklahoma governments

## ATTACHMENT VII-B

Chair Grant Hedrick  
Canadian County Commissioner

Vice-Chair David Hopper  
Norman Councilmember

Secretary/Treasurer Dave Howe  
Choctaw Councilmember

Executive Director  
Zach D. Taylor

### MEMORANDUM

**DATE:** October 18, 2006

**TO:** 9-1-1 Board of Directors

**FROM:** Stephen Willoughby, Director  
E9-1-1 & Public Safety Programs

**SUBJECT:** 9-1-1 VoIP Service Fee Resolution/Ordinance for Consideration  
by Councils/Board of Trustees/and Boards of County Commissions

**INFORMATION:** As a result of efforts by 9-1-1 ACOG and others, HB 2877 passed the state legislature last regular session. HB 2877 requires Interconnected Voice over Internet Protocol (VoIP) service providers to direct 9-1-1 calls to PSAPs through the 9-1-1 network and to remit a 50-cent E9-1-1 service fee per VoIP service user.

VoIP is a new technology that allows customers to obtain dial-tone service utilizing internet technology. Similar to the impact wireless technology has had on 9-1-1; VoIP has the same potential in problems with 9-1-1 call delivery and in draining 9-1-1 revenues while requiring additional technological expenses for 9-1-1. HB 2877 was designed to address this newer technology before it becomes a 9-1-1 crisis. HB 2877 only impacts *Interconnected* VoIP users, as they interconnect with the public telephone network and can access 9-1-1 services as opposed to an *Intraconnected* system like used by the State of Oklahoma offices.

Similar to the annual service fee resolutions that are approved by your City Council, Board of Trustees or Board of County Commissioners, we will need each governing body to give consideration to the attached resolutions/ordinances relating to providing 9-1-1 services to VoIP customers.

These resolutions will be mailed certified mail to each of your communities for your approval. **We ask that each governing body take action on this item before January 1, 2007.** The approved resolutions/ordinances need to be mailed back to 9-1-1 ACOG and we will take care of notification of the Interconnected VoIP service providers.

**Action Requested:** Concurrence with the attached resolutions/ordinances establishing a 50-cent 9-1-1 service fee for Interconnected VoIP.

ORDINANCE  
AN ORDINANCE OF THE  
COUNCIL/BOARD OF TRUSTEES OF THE  
CITY/TOWN OF \_\_\_\_\_  
ESTABLISHING THE NINE-ONE-ONE  
VOICE OVER INTERNET PROTOCOL (VOIP)  
EMERGENCY SERVICE FEE

WHEREAS, more and more residences and businesses are abandoning their traditional telephone service for dial tone utilizing voice over internet protocol; and

WHEREAS, these residences and businesses still need access to public safety emergency services through the utilization of the existing regional enhanced nine-one-one system; and

WHEREAS, the voters and/or governing body of the city/town have approved the acquisition and operation of an emergency telephone service, together with the levy or imposition of user fee/tax for such service; and

WHEREAS, the state statutory authority to enact a 9-1-1 service fee on customers utilizing dial tone telephony service through Interconnected Voice over Internet Protocol is authorized by the Nine-One-One Voice over Internet Protocol (VoIP) Emergency Service Act, Oklahoma Statutes Section 2851 of Title 63.

THEREFORE, a 9-1-1 service fee is hereby ADOPTED AND IMPOSED by the Council/Board of Trustees of the City/Town of \_\_\_\_\_ upon Interconnected Voice over Internet Protocol telephony service customers whose businesses or residences are located within the City/Town limits of \_\_\_\_\_, at the rate of fifty-cents (\$0.50) per month for each VoIP service user, pursuant to the Title 63, O.S. (2006), section 2851 et.seq.

In addition all VoIP carriers having customers within the City/Town of \_\_\_\_\_ shall provide an annual census of customers to the City/Town no later than sixty (60) days after the first day of each calendar year.

Adopted and approved by the Council/Board of Trustees of the City/Town of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Mayor/Chairman

ATTEST:

\_\_\_\_\_  
City/Town Clerk

RESOLUTION \_\_\_\_\_  
A RESOLUTION OF THE  
BOARD OF COUNTY COMMISSIONERS OF THE  
COUNTY OF \_\_\_\_\_  
ESTABLISHING THE NINE-ONE-ONE  
VOICE OVER INTERNET PROTOCOL (VOIP)  
EMERGENCY SERVICE FEE

WHEREAS, more and more residences and businesses are abandoning their traditional telephone service for dial tone utilizing voice over internet protocol; and

WHEREAS, these residences and businesses still need access to public safety emergency services through the utilization of the existing regional enhanced nine-one-one system; and

WHEREAS, the voters and/or governing body of the county have approved the acquisition and operation of an emergency telephone service, together with the levy or imposition of user fee/tax for such service; and

WHEREAS, the state statutory authority to enact a 9-1-1 service fee on customers utilizing dial tone telephony service through Interconnected Voice over Internet Protocol is authorized by the Nine-One-One Voice over Internet Protocol (VoIP) Emergency Service Act, Oklahoma Statutes Section 2851 of Title 63.

THEREFORE, a 9-1-1 service fee is hereby ADOPTED AND IMPOSED by the Board of County Commissioners of the County of \_\_\_\_\_ upon Interconnected Voice over Internet Protocol telephony service customers whose businesses or residences are located within the unincorporated areas within the County of \_\_\_\_\_, at the rate of fifty-cents (\$0.50) per month for each VoIP service user, pursuant to the Title 63, O.S. (2006), section 2851 et.seq.

In addition all VoIP carriers having customers within the County of \_\_\_\_\_ shall provide an annual census of customers to the County no later than sixty (60) days after the first day of each calendar year.

Adopted and approved by the Board of County Commissioners of the County of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

ATTEST:  
\_\_\_\_\_  
County Clerk



## ATTACHMENT VIII

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 association of central oklahoma governments

### MEMORANDUM

**DATE:** October 19, 2006  
**TO:** 9-1-1 Board of Directors  
**FROM:** Stephen M. Willoughby, Director  
E9-1-1 & Public Safety Programs  
**SUBJECT:** General Status Report

#### **Wireless Phase II Requests**

9-1-1 ACOG continues to work with the 10 wireless carriers operating in the region on deployment of Phase II which will provide location information for wireless 9-1-1 calls. Staff has begun scheduling testing with some of the carriers.

#### **Regional Geographical Information System (GIS)/Map Development Project**

GeoComm has spent this month at ACOG installing and testing the new map display software that will plot locations of both landline and wireless 9-1-1 calls. Installation has begun at the 22 PSAPs and training for staff, PSAP supervisors and call-takers will begin later this month.

9-1-1 ACOG continues to maintain the Oklahoma County GIS data set and Cleveland County data which was delivered October 1<sup>st</sup>. Staff continues working with GeoComm on the development of the balance of the region's data which is due for delivery on December 1<sup>st</sup>.

Staff is also continuing work on assigning street addresses in the new 9-1-1 coverage areas of Logan County which voted to become part of the E9-1-1 wireline system with the December 13<sup>th</sup> election. Staff is nearly complete with the 1<sup>st</sup> stage of this project which includes the most populated portion of the new area in northwestern Logan County.

#### **9-1-1 Training Institute**

This past week 9-1-1 ACOG held a basic Emergency Telecommunicator course which consisted of 16 students from eight different PSAPs in the region.

This 40-hour curriculum provides national certification through the National Academy of Emergency Dispatch.

PSAPs participating in this training were from **Del City, Edmond, Midwest City, Moore, Norman, Oklahoma City Fire Department, Tuttle** and **The Village**.