

**OKLAHOMA 9-1-1 MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
Thursday April 4, 2019**

The Board may discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or vote to strike or not discuss any agenda item. Any conflicts of interest on any agenda item must be disclosed prior to the discussion of that item and that board member must recuse from voting on it.

1. Call to Order
1330

2. Roll Call
Mr. Hawkinson
Mr. Trease
Ms. Huckabee
Mr. Stacy
Mr. Maggard
Mr. Thaxton
Mr. Carnagey
Mr. Berry
Ms. Harris
Mr. Stillwell
Ms. Vanarsdale
Mr. Stolz
Mr. Page
Mr. Tucker
Mr. Barnett
Ms. O'Malley
Mr. Clark

Seventeen seated Members present. The requirements for a quorum are met.

Major T. Berry resigned his seat as of this day April 4, 2019.

3. Introduction of Board Members and Guests

Chairman Stillwell allowed for the Board and guests to introduce themselves.

4. Approval of meeting minutes from the February and March 2019 Regular Meetings.

A motion to approve the minutes from the February Meeting, where there was no Chair or Previous Chair to approved them; and the March minutes when a quorum was not present made by Mr. Hawkinson and a second by Ms. Harris.

The motion to approve the February and March Minutes is approved by thirteen ayes; Mr. Stolz, Mr. Barnett, Ms. O'Malley, Ms. Vanarsdale abstained.

5. Approval of the February and March 2019 Financial Report.

Mr. Terry reviewed both the February and March Financial reports and allowed for any questions or comments. No questions.

Chairman Stillwell stated that within his reimbursement request for the travel to “9-1-1 Goes to Washington” his hotel was paid for in error by the state twice; therefore, he wrote a check to OEM for the amount of the reimbursement and wanted that a matter of record.

A motion to approve the financial report from the February and March Financial Report was made by Mr. Stacy and a second by Mr. Hawkinson is approved by seventeen ayes, zero opposed.

6. Discussion and possible action to approve the statewide contract SW1050M to Mission Critical Partners to complete the NexGen 9-1-1 Feasibility Study based on the Scope of Work that was approved in December of 2018, at a cost of \$386,586.00. (§63.2864 (9))

Mr. Stillwell yielded the floor to Mr. Terry.

Mr. Terry reported that this item was previously brought before the Authority, at which time it was decided to table the report until an additional review of the Scope of Work could be compared to the Feasibility Study deliverables that were mentioned in the proposal. This work was completed in February, with the Scope of Work being attached to the objectives and contract that Mission Critical created in the Feasibility Study proposal. Those who reviewed the Study felt some language needed to be cleaned up, which was completed and now brought back to the Authority for review and approval. Mr. Terry offered his time to answer any questions and also introduced Mr. David Jones, from Mission Critical Partners to answer any questions the Board may have.

Mr. Terry yielded the floor to Mr. Jones

Mr. Jones stated he was here to answer any questions. That he was on site in February to take the request of those reviewing the study. Those requests were incorporated into the Feasibility Study, along with the attachment of the States Scope of Work, in order to provide service to the State of Oklahoma.

Mr. Stillwell called for any questions.

No questions.

A motion to approve and move forward with the Feasibility Study by Ms. Harris a second by Mr. Hawkinson. The motion to move forward with the Feasibility Study passes with seventeen ayes, and zero opposed.

7. Discussion and possible action to approve changes to the Oklahoma Management Authority Grant Program Guidelines. (§63.2864 (2))

Mr. Stillwell yielded the floor to Ms. Karen Douglas, Grant and Compliance Officer.

Ms. Douglas reported the review on the Federal grant guidelines and what is possible from OEM Grants, staff recommended six (6) changes to the state grant guidelines, which we approved before

Ms. Douglas was hired. The first change would be to add a rolling deadline to allow for more accessibility for grantees; whereas every sixty days applicants can apply for funding, to prevent being out after just one application. The second change will allow for further accessibility for applicants as well. We would like to allow for applicants to be allowed to apply in several categories per year; meaning if they are denied in one category, they are able to reapply in a different category. The third change allows for no match required for training from applicants. The research found that most PSAP's do not have a training budget. The fourth change would add in the Federal Standard forms that were omitted during the initial guideline approval. The fifth change would remove the notification in writing and change it to notification online through EMGrants. This was the request of the Director of OEM, and the state to keep documentation as simple as possible. The sixth change would be to allow applicants to only request the payment of a grant of \$5000.00 in reimbursable funds is available in their account.

Mr. Stillwell commented and applauded Ms. Douglas's hard work and dedication to making the Grants process work well. He asked for questions from the Board.

Ms. Huckabee asked about the training, specifically change number three (referring to the handout given by Ms. Douglas, and page 80 in the member's packet) that this would be the "expense item that eats the whole training budget." Ms. Huckabee expressed her concern even though the need for training was great, and most do not have a budget. She stated that in her experience she had not had a plan or budget but done spot training when it was needed. The concern is what cost will it take and what will it give in the end without a plan to meet a standard.

Ms. Douglas responded, informing the Board that \$196,000.00 grant dollars are available for training. She stated she worked with Mr. Shaun Barnett to gather an understanding of the proposed standards for training, there are five NENA training that she and Mr. Barnett felt the applicants should apply for.

Mr. Terry adding to Ms. Douglas' response, he is working with the State procurement office on a plan a state contract for 9-1-1 dispatcher training, which will be in conjunction with the work of Mr. Barnett and the Operations Committee. There is a meeting the morning of the 17th [April 17, 2019] with the Procurement Office to discuss the options for securing a state contract. There will be a possibility of eight or nine different classes, with the possibility of online training which could be done at the console. The eight or nine classes will need to be within the Federal 9-1-1.gov minimum training guidelines; for the state guidelines, Mr. Terry stated there will be an allotment and room to make changes. The idea is that there will be multiple vendors, bidding on a scope of work for each class, developed in the Operations Committee. Mr. Terry went on to explain, eligible local agencies will be able to use the state contract for their grant application. This is all based on a state vision, and Mr. Terry felt this was the best way to handle training. This would allow for training for dispatchers which have to meet the 9-1-1.gov minimum training guidelines.

Mr. Stillwell added to the statement Mr. Terry made by saying the 911.gov standards are a mile-high overview of bullet points, whereas the NENA, APCO, and NFPA telecommunicator standards are much more detailed with the simplicity to allow for local and regional directives to be included.

Mr. Terry asked that Mr. Barnett to speak on the conversations and committee work that has been done, that will be needed moving forward to be successful.

Mr. Barnett explained that during this process the Operations Committee has been quiet, he stated this was to verify what the federal requirements were in regard to training; he explained that developing minimum standards that did not comply with the federal program would not have been beneficial. Mr. Barnett continued explaining that there is a high-level view, the Operations committee can move forward and continue the work started a year ago in March. Regional training can begin across the state, and after the first year, there should be accurate reporting of the needs of the locals.

Mr. Maggard asked if during the grant process, in order to receive the grants, there be a requirement that the leadership must go through some kind of leadership training.

Mr. Barnett responded saying this training was built so that courses could be brought in for basic telecommunicator level, through communication center management, and to the leadership level, with quality assurance points within the training. We were careful to write to many classes in the and intensify each level in this grant; Ms. Douglas while working through this needed somewhere to start from and NENA was used as a reference point. Now, this will be taken to the procurement office put out for bid, and we don't know who will respond to that; there is the opportunity for many to respond, it could be two to three companies that have different parts of that. All levels were looked at clear through to the leadership side.

Mr. Stillwell stated that what has been seen in other states is many companies come forward trying to package a curriculum that meets the standards that are unique to that entity. Mr. Stillwell said he shared the same concerns and spoke to Mr. Terry the day before the meeting regarding those concerned. He stated that he felt that NENA was more of a placeholder and that the right company would come forward with a product that would work best in Oklahoma.

Ms. Harris asked if the Operations Committee has come to an agreed understanding of what the standards are to be?

Mr. Barnett responded saying that the committee had to stop and wait to find out what was to be required on the Federal side before we could move forward with what was done. Now that we know what is required on the Federal side for the grant, we take what has been done and reshape it to fit what was done. Therefore, there are minor changes, but it didn't make sense to bring in the standard for approval and then have to bring it back for changes. The discussion will have to be started again to make sure all the specific points are there, and it makes sense for the local and Federal standard.

Ms. Harris asked if there was a draft.

Mr. Barnett stated they did have a rough draft, but they had to make sure everything fit the Federal purpose. Now the draft needs to be reworked for the local purpose.

Ms. Huckabee praised everyone for the hard work and dedication to getting this completed and sent in; stating working it from scratch must have been difficult. She expressed her desire to have two things come out of this work. The first, is they have a minimum content that is wanted in class. Second that the Authority will tell every PSAP in Oklahoma, here is the minimum training you need to have, to be a healthy and functional PSAP – she felt this was not being said yet.

Mr. Terry replied that the only statement in state statute is that there be a minimum call taking training standard, anything beyond that is a need. Mr. Terry said he believes this to be a catalyst to

bring the money for we need to happen. He explained in conversations with Mr. Barnett they both agreed the Authority must seize the Federal grant money for line level dispatcher training, as well as define get off high center with the Operations committee to finalize what the State statute says. The statute is missing the details needed to run a PSAP. Mr. Terry went on to explain this is why it was put in part of the plans for the grant money. He asked the Operations committee take note of the conversation had today, to take into understanding that this program is used not in lieu of local training, but as part of a more global, broad program. He said that will all be a part of the state bid and be a part of the scope of work the Operations Committee comes up with. He reminded those in the meeting that there is a lot of work to be done, and it will need to be done quickly.

Ms. Harris asked if there will be a public comment hearing for the standards.

Mr. Terry explained there will be. Mr. Stillwell brought this was brought up at the Edmond Workshop last year, and it was discussed that the process will be like others for the standards. Mr. Terry explained that this was moving off topic and needed to be refocused around item number three, the changes the Grant guidelines and one hundred percent financing for the local entities. The main reason why we are asking for this one hundred percent match, is asking for a twenty percent match on a ten thousand dollar grant, having those agencies trying to pay out of pocket will push them to find a way to charge locals to recoup their cost and it would not allow for small locals to put in for the classes. The question is, what do we provide, and how do we provide it is the question that needs to be defined and brought back to the board.

Mr. Stillwell called for further questions for Ms. Douglas going back to the original question.
No questions.

A motion to approve the changes within the Grant Guidelines by Mr. Barnett, a second by Mr. Maggard. The motion to approve the changes within the Grant Guidelines passes with seventeen ayes, and zero opposed.

8. Discussion and possible action to approve the eligible bodies and population percentages for entities entitled to receive 9-1-1 telephone fees for the FYE 2020. (§63 O.S. §63-2864.5 et seq.)

Mr. Stillwell yielded his time to Mr. Terry.

Mr. Terry introduced the item by stating it is the Authority's directive to create a population estimate and assign a percentage to each PSAP that receive or qualify to receive wireless funding. This work was contracted through the Office of Geographic information within the Conservation Commission. The work began in January, with many PSAPs sending in verification letters in a very timely manner. The spreadsheet that was included in the packet shows you the percentage of wireless, VoIP, and prepaid that will be distributed back to the local PSAP starting July 1, 2019 – through June 30, 2020. Last year this was due to the Tax Commission by May 1 – this year we requested May 10th, to allow for some extra time to have two meetings, to make sure we have everything we need and make any changes that arise. However, the next meeting is May 2nd and we need to keep the checks flowing and moving forward.

Mr. Terry pointed out the fifth column that shows the percentage of change from 2018; the notable changes relate to consolidation that has occurred. Eufaula has formally converged with McIntosh County, and that is why you see a 6-8% increase because they are one-line item instead of two.

Another point made is the sixth column which is the date the letter was received; it may also show either "no letter" or "no response". To clarify, "no response" means that the agency did not send in a verification letter, signed, stating they approve of the boundaries of the map we sent them. In the seventh column under "contact, comments, or notes", you'll see the commentary on the contact we had. We tried to do our due diligence in contacting those PSAPs that had not sent anything in, or where no responding to our outreach. One of those within that column, is Oklahoma City, submitted a letter but after submitting that letter and doing some research with ACOG they discovered Tinker AFB with a population of around 2500, was in the middle of Midwest City, Del City, and Oklahoma City. This group did try to get together to discuss how to work out the boundaries, unfortunately, they did not come to an agreement in time to turn the populations into the commission. After a conversation with Mr. Stillwell, it was agreed to allow Oklahoma City to come forth during this meeting and have a discussion. This is the only contested verification there has not been a resolution to.

Mr. Terry explained that Owasso sent in the documentation for incorporated areas that were to be brought into the city limits; however, these were not to be functional until mid-April. After discussing it with the Administrative Committee it was decided to allow them to be accepted, as they would be in effect when the population was submitted to the Tax Commission. Owasso did not, however, send in a verification, letter confirming the changes. We worked with their GIS, our GIS, and everyone in-between closely, and we have every confidence the newly incorporated area is correct.

Mr. Terry wrapped up his explanation saying that "no response" speaks for itself, but I will answer any questions you may have.

Mr. Trease brought to attention that some agencies did not have a percentage listed next to their name.

Mr. Terry reviewed the Population report and agreed with Mr. Trease that some agencies had missing "fees go to" numbers. He stated that the Authority has two obligations in this matter; one is to assign the percentages. The other is to ensure that the fees go to the correct entity, and without the entire information, we may have to table this item.

Mr. Terry asked others on the Board to weigh in regarding this new information. After speaking with Mr. Moak, if the Board felt confident that the PSAP is where the fee goes to, the board can approve this item with a modification to the motion.

After a conversation between Mr. Stillwell, Mr. Terry, and Mr. Moak; Mr. Terry stated he felt confident that all the agencies listed are correct and the fees correspond to the correct PSAP with the exception of Westville and Stillwell in Adair County whereas, they go to Adair County Treasury.

Mr. Stillwell stated that if there is a motion with the changes that Mr. Terry has outlined then we can approve this item today.

Ms. Shellie Willoughby of the Conservation Commission, who created and sent the spreadsheet of Populations to the Authority, spoke to the authority stated that Westville and Stillwell, go to the County. Also, if you look at others, for instance, Choctaw County, goes to Choctaw County;

therefore, these are similar to Stillwell and Westville. Ms. Willoughby offered to give information on others if the Board will ask for specifics.

Mr. Terry asked Ms. Willoughby specifically if Westville and Stillwell fees went to the County, and she confirmed they did. He asked if others missing or had blanks for their "Fees Go To" column went to the city or county they were associated with, she confirmed, saying she referenced her data and they did go to the city or county. Again, referencing Choctaw County and stated Cimarron County Sheriff, goes to Cimarron County.

Ms. Huckabee stated that this can be approved by offering a motion to approve the list of PSAPS while giving Mr. Terry leeway to verify, correct, and make sure the column "Fees Go To" is correct.

Mr. Stillwell, Mr. Terry, and Mr. Moak discussed how to proceed with the agenda item as written; Mr. Moak advised the motion could be modified to allow the State 9-1-1 Coordinator to make the necessary adjustments to the depositor in office, then submit the information to the Tax Commission.

Mr. Stillwell asking to confirm that the motion is now to approve the PSAP and the percentages giving Mr. Terry the leeway to make any corrections and bring the corrections to the next meeting?

Ms. Huckabee confirmed, a motion to give Mr. Terry the leeway to make corrections in the "Fees Go To" column and send it to the Tax Commission.

Mr. Terry expressed that the letters the PSAPs sent in for verification show whom they want to the letters to go to. Therefore, we would approve the PSAPs as eligible bodies, approve the percentages as written for each eligible body, and allow Mr. Terry to verify the letters received to ensure the eligible bodies to receive the fees are accurate.

Mr. Tommy Arnold pointed out that Shawnee was duplicated in the report.

Mr. Terry recognized Mr. Arnold.

Mr. Terry brought about the original item, asking the authority can "...approve the eligible bodies," which is the second column and "...population percentages for entities entitled to receive 9-1-1 telephone fees for the FYE 2020; which is in the fourth column is the percentages. Then the remaining will be up to Mr. Terry to verify with the Tax Commission where the fees go based upon the letters. Mr. Terry asked Mr. Moak if this was acceptable to pass, given what we are asking the Board to pass, as this lines up with the state statute and the rest can be corrected with the office.

Mr. Moak agreed. Stating Ms. Huckabee can make the motion as she had previously.

A motion to approve the PSAP as identified in the percentages as identified in the handout before the Board and giving Mr. Terry and his staff the ability to verify and correct the "Go To" fees as to where they go before being submitted to the Tax Commission Ms. Huckabee, a second by Mr. Stacy. The motion to approve the PSAP as identified in the percentages as identified in the handout before the Board and giving Mr. Terry and his staff the ability to verify and correct the "Go To" fees as to where they go before being submitted to the Tax Commission passes with seventeen ayes and zero opposed.

9. Discussion and possible action to schedule a public hearing to discuss the possible escrow of wireless 9-1-1 funds for PSAPs who failed to send in the Registration Form. (§63 O.S. §63.2864 (4))

- a. Anadarko Police Department
- b. Bartlesville Police Department
- c. The City of Blanchard
- d. The City of Bristow
- e. Chickasha Police Department
- f. Dewey County Sheriff's Office
- g. Drumright Police Department
- h. Duncan Police Department
- i. Eufaula Police Department
- j. The City of Henryetta
- k. Jefferson County Sheriff's Office
- l. The City of Jenks
- m. Newcastle Police Department
- n. Noble Police Department
- o. Nowata County
- p. Oklahoma County
- q. Pawnee Police Department
- r. Poteau Police Department
- s. Wagoner Police Department
- t. Wagoner County Sheriff
- u. The City of Yale

Mr. Terry was given the floor to discuss the Registration Form; stating that updates must be offered before moving forward the following PSAPs had come into compliance after the agenda had gone out.

- a. Anadarko Police Department
- b. Bartlesville Police Department
- c. The City of Bristow
- d. Dewey County Sheriff's Office
- e. Duncan Police Department
- f. The City of Henryetta

Mr. Terry continued, pointing the attention to the two spreadsheets within the packet. The first being "Registration Forms Report", you'll see the agency name, and three spaces for the three Registration forms and the space for the budget. If there is an "x" next to the agency, that means they have turned in the Registration Form or Budget. On the right, you can see the correspondence with the agency, and our attempt to bring them into compliance before this meeting. The agencies that are only missing a budget are:

- a. Drumright
- b. Wagoner Police Department
- c. Wagoner County Sheriff Office

Mr. Terry explained that the Registration Forms have critical information the Authority needs, and the budget is a tool to verify the information is correct in the forms. The second spreadsheet within the packet is tracking for just the budgets. These are not listed in the agenda item, but that we weight them as high importance, secondary to the Registration Forms.

- a. Adair
- b. Atoka County
- c. Kingfisher County 9-1-1
- d. McCurtain County

In speaking with agencies to get the budget delivered to the Authority, the office has come across some entity's that state they do not have a budget. We have received the extreme, we have nothing to give you to we have everything wrapped into the Sheriff's budget, the county budget, the city budget, what part do you want? With no direction as what to take. In consideration of the budgets, the Authority needs to take consideration as to where the PSAPs are in relation to where these agencies are, what they can provide us and what they cannot and place the importance on the Registration Forms. Going back to the agenda item, taking the highest priority, and my recommendation with the exception of Anadarko Police Department, Bartlesville Police Department, The City of Bristow, Dewey County Sheriff's Office, Duncan Police Department, and the City of Henryetta; is to discuss and take possible action to escrow the funds of those PSAPs who did not submit the three Registration Forms, based on the contact and conversation we had, that you can read in the spreadsheets.

Mr. Terry explained that he felt there were two options for the Board to move forward with. One, is the PSAPs not in compliance are placed on formal notice that they are to attend the public hearing to discuss the reason behind their failure to come into compliance by submitting the Registration Forms. Two, the Board offers another month to allow them to come into compliance.

Mr. Terry reminded the Board that this Registration Form was late leaving this body due to the changes made to the forms, prolonging the Forms will push future into the new release of the Forms being sent out in August for the new fiscal year and cause more confusion.

Mr. Stillwell asked that if the Board went ahead with the request for entities to attend and be present at the formal meeting, if they came into compliance before the meeting, would they be required still to attend the hearing.

Mr. Moak referenced The Authority Rules 145 Chapter 15-7-2. (b),

“If the Authority has reason to believe that grounds exist for the Authority to escrow funds attributable to a public agency, the Coordinator shall communicate the grounds to the public agency. The public agency shall be given an opportunity to present information to the Authority to show compliance with the Act and this Chapter.”

Mr. Moak advised the Authority would be voting on today would be if there are sufficient grounds for escrow, that the Chair sign a letter to notify these agencies that their name will be on the agenda at the May meeting and sent for escrow, that they can attend the meeting and show compliance or state why they could not come into compliance; otherwise they will be sent to the Tax Commission for escrow of their funds. If they come into compliance before the meeting, there will not be a problem.

A motion to set a public hearing for the next meeting day for those who have not completed items one, two or three and find there are sufficient grounds to the escrow of funds. Ms. Vanarsdale, a second by Ms. Huckabee. The motion set a public hearing for the next meeting day for those who have not completed items one, two or three and find there are sufficient grounds to the escrow of funds passes with seventeen ayes, and zero opposed.

10. Committee Reports:

Administration Committee was reported on by Mr. Maggard who stated that the recent work has been regarding the Grants, I believe that has been reported on.

Mr. Barnett asked Mr. Maggard about the accounting process being introduced by the Tax-~~Commissions~~ State Auditor, whereas wireline and wireless will be joined, how that will affect the PSAPs reporting. Since we have been asking PSAP to separate that out this new accounting may have problems keeping them separate. He asked if this was something that the Administrative Committee needed to look at and perhaps reach out to the Tax Commission. He stated to his understanding the counties have until July 1, 2020, to come into compliance with this. With this moving from two accounts to one account, he shared his concern over losing the ability to track those accounts. He stated he was being contacted and thought perhaps others may have been as well, therefore he brought it to the attention of the Administrative Committee to look into.

Mr. Maggard replied that they certainly could get the committee together to start a discussion on where this information is coming from and what it actually involves, what this could mean, and how it could impact the counties. He stated he could see where that may be confusing if two different things are being requested.

Mr. Barnett thanked Mr. Maggard for his willingness to look into the matter. He stated the two counties that contacted him were going to put actions on hold, but he felt others may just accept it without knowing the change occurred.

Technical Committee was reported on by Ms. O'Malley, she reminded the Authority of the last meeting, being with Mission Critical Partner's to review and make changes to the Feasibility Study. The next action will be to set up regular meetings and make recommendations on the twenty-eight PSAPs to be interviewed. Ms. O'Malley yielded the floor to Mr. Stolz to discuss the email he sent to her regarding charges not being removed.

**Mr. Stacy and Mr. Berry left the meeting at 2:36 PM*

Mr. Stolz reported on his conversations with a few PSAP directors who have reached out with questions as to why their costs are going up, but the landlines numbers are going down. There seem to be some discrepancies on how those are dealt with when a number is taken off, or why it would not be taken off. He continued saying that he and Ms. O'Malley have been in conversation and will look into it at the next committee meeting and hopefully have a report for the Board at the next meeting.

Mr. Stillwell thanked the technical Committee for taking this on and that this could be much more important than what we all understand.

Mr. Stolz continued to say that most are very confused at the high rates when nothing is changing the numbers are stagnant and the rates are going up.

Ms. O'Malley turned the floor to Ms. Harris.

Ms. Harris spoke on the work being down for the Grant in regard to the GIS portion. She mentioned the marathon work session the group had to complete the Grants GIS portion and thanked those who worked so hard on that.

Operations Committee reported on by Mr. Shaun Barnett, he shared that over the next few months the committee will be getting back into a routine and meeting regularly. Taking on the standards and working through those and having something to report back to the Board soon.

11. **Grant and Compliance Officer** report to the board reported by Ms. Douglas, she reported that the Grant was submitted on April 2, and was successfully received. She thanked Administrative Committee, Shaun Barnett, Mary Harris, the GIS Committee, Lance and Stacey. She stated she spoke to the National 9-1-1 Coordinator Laurie Flaherty, the day of the meeting and she is working to get the work done by early June; mostly because she didn't want to show up to the NASNA Conference without knowing the information.

Ms. Douglas continued sharing the synopsis of the programs submitted. There was \$2.5mil offered and without 40% match of \$1.6mil that increased the amount to a total of \$4.1mil for this Grant budget. The majority will be GIS work with \$29mil in development of GIS projects. \$1mil will go towards deployment of CPE for the five counties and hardware and software updates. The remaining \$196,000 is budgeted for PSAP training.

The office did apply for a supplemental project of \$600,000 because there are twelve PSAPs that need hardware and software upgrades.

Mr. Terry following up on Ms. Douglas' report, he thanked the committees, saying their assistance is priceless and we appreciate their help very much.

Mr. Terry reminded the Board of historical items the Authority approved us to do, the first was the approval that happened last year – the approval to apply for this grant along with the letter of intent that was sent in last year. The second was in February when the Authority sent an Ad-Hoc Committee to apply for the Federal Grant and a plan with projects to do that. The work that went into this by Ms. Harris was quick, but very well done and the thought that went into it was second to none.

Mr. Terry introduced his plan for the State contract for the GIS work, this way the Authority can control the work and those completing the work through a GIS bid. As well as make sure the Authority's needs are met. He stated he has already spoken to Mike Sharp at OGI, he will be the point person to help us create the plan. The contract will have two things – Training and a GIS scope of work created by the Operations Committee; and GIS at the local level with a scope of work created with OGI in partnership with the GIS subcommittee.

Mr. Stillwell called for questions.

Ms. Douglas moved on to EMGrants. She stated that the system is ready for A/B testing. The idea is to have a group on Board members and others go through the application process from end to end and

see what works and what doesn't. She informed the Board the full site will be up and running in time for our applicants in July.

Ms. Douglas reported that herself and Mr. Terry will be attending the OEM Free FEMA Training, most of the information will be neutral, there will be some FEMA specific information; however overall good information to have.

12. **State 9-1-1 Coordinator Report to the Board** (Discussion Only). Mr. Terry thanked the board for being able to work and serve them for the last two years. He thanked his team, for their hard work the last month to make sure this meeting had everything and went smoothly.

Mr. Terry reported on the Silver Jackets PSAP vulnerability assessment; reminding the Board this was the project brought he Authority by Mr. Matt Rollins of OEM Hazard Mitigation, to improve infrastructure at the local level for PSAPS. This work will be done with engineers to grade PSAPs on withstanding lightning, tornado threats, and flooding. More news on that, but we are working to get the scope of work started and get things moving on this project.

Mr. Terry shared what a great success GIS Day at the Capitol was. Ms. Willoughby and the OGI office put on a great show. They carried our message right along with the GIS office. We appreciate her and her team for that. The training in Miami with APCO had 43 attendees, Mr. Terry stated he was able at the last minute to fill in and carry a report from this body, which brought an impact to those dispatchers.

Regarding the Oklahoma Legislative Update, not much to update. The SB259 allows for Oklahoma drivers licenses to be viewed by dispatchers – which we support but been behind the curve for some time on this one. It is beginning to take on momentum, but no changes of as of today. The other is HB1992, which would allow Oklahoma County Sheriff's offices to charge for their service to support the use of Mobile Cop which is issued across the state. This one is still working and gaining momentum.

The Nowata County 9-1-1 Board Meeting has been formed in response to State Statue 63.2861. They have two members that are passionate about making the county better, a Police Chief and a commissioner. They informed me that they were very appreciative of the MC proposal, as they were able to use that as a starting point, and now they working to move forward.

The recent 9-1-1 Day at the Capitol was successful, along with Emergency Management support there were about 40 locals who made the trip to shine a light on 9-1-1, be there to answer questions and have a presence at the Capitol.

Last week Mr. Terry brought a class to the Sheriff and Peace Officer Association Meeting. The class was structured around the past, present, and future of 9-1-1. Starting in the late '80s and bringing it around to the present. The takeaway is the need to assess the PSAP and find out what is needed to make sure your dispatchers have what they need to get the job done.

Tomorrow Mr. Terry will be bringing a smaller version of the class he just taught for the Sheriffs and Peace Officers training to the Oklahoma Fire Chiefs Association.

Mr. Terry reported that one of the most questioned or stated things brought to his attention when he speaks is “Mr. 9-1-1 Coordinator why don’t you fix our problems.” There are many issues, but what I always suggest is that there needs to be a working group between Fire, Police, EMS, and 9-1-1 that can join together and bring about a conversation that can determine exactly what that the 9-1-1 Dispatcher needs to be doing.

Also, upcoming Mr. Terry stated he will be in attendance for APCO Training in Shawnee on April 16th, not teaching but attending.

Mr. Terry offered the floor for questions.

Ms. Harris asked about the security assessment that was sent her in the email.

Mr. Terry stated that Homeland Security is looking for PSAPS that would be interested in having a security assessment. Therefore, he shared that email with some entities that he thought would like to or be interested in having the assessment done by Homeland Security.

13. Chairman’s comments. (information only, no discussion)

Mr. Stillwell shared his appreciation and announced that Mr. Berry was retiring on May 1st and leaving the Board. He stated that Mr. Berry has been a part of this Board since it was the Advisory. Mr. Stillwell commented on how much of a privilege it has been to get to know, and work with Mr. Berry. To be able to properly recognize him at next month’s meeting would be great. God bless him and his next adventure of retirement.

Mr. Stillwell shared his appreciation for the Committee members and all they are doing behind the scenes to make things happen and move forward. He praised the team, giving accolades to Stacey for all her hard work, making things come together so Lance and Karen can do their work. We certainly appreciate her. Two years for Lance, he has his hand in many things, and we appreciate all he is doing and all his dedicated work. Mr. Moak, thank you for keeping us out of jail and making sure we do things correctly.

Mr. Stillwell shared that he heard a comment recently about the Board, that before it was only an Advisory that met every other month. Now, things are moving, and change is happening. Driving to and from the meeting is at times a struggle but they now see the value in being in the room, being a part of the change that occurs. He thanked the Board for being here, as we almost had the full Board – so thank you for that for valuing the time spent in this room. Big things are coming, and we need you here to make them happen.

14. Public Comments. (Comments are to be limited to items under the purview of the Oklahoma 9-1-1 Management Authority. Each speaker shall be limited to five minutes. Under Oklahoma Open Meeting laws, the 9-1-1 Management Authority cannot respond to or discuss any public comment, not on today's agenda)

Mr. Maggard announced that they have included text to 9-1-1 into their equipment and abilities and have partnered with a local foundation to keep that project going.

Mr. Stillwell congratulated Mr. Maggard and the City of Muskogee.

15. New Business. (new business not reasonably foreseen at the time of posting this agenda).

Mr. Stillwell called for new business.

No new business.

16. Adjournment.

1455

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No new business.

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The minutes of the Regular Meeting dated April 4, 2019 for the Oklahoma 9-1-1 Management Authority have been reviewed and approved by the Authority on this the 2nd day of May 2019.



Matt Stillwell, Chair