

OKLAHOMA 9-1-1 MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
Thursday, December 5, 2019
1:30 PM

1. Call to Order

Mr. Stillwell called the meeting to order at 1335.

2. Roll Call

The following members were present at the time of roll call:

Mr. Brent Hawkinson
Mr. Brent Trease
Mr. Darry Stacy
Mr. Darryl Maggard
Mr. Justin Carnagey
Ms. Mary Harris
Mr. Matt Stillwell
Mr. Randy Mowdy
Ms. Regeneia Van Arsdale
Mr. Shaun Barnett
Mr. Travis Clark

A quorum is present with eleven of the eleven members in attendance

3. Introduction of Board Members and Guests

Mr. Stillwell welcomed those present in the meeting, as well as the guests and Board Members in attendance; as well as those watching the meeting online. He allowed guests to introduce themselves.

4. Approval of Meeting Minutes from the November 2019 Regular Meeting

Mr. Stillwell noted to the Board the November Minutes were provided in the packets provided. He allowed for time to review, called for questions or discussion. None stated.

A motion to approve the November Meeting minutes was called by Mr. Hawkinson, with a second by Mr. Clark. The motion passed with eight ayes, zero nays. Mr. Darry, Mr. Carnagey, and Ms. Van Arsdale abstained.

5. Approval of the Financial Report for the Month of October 2019

Mr. Stillwell yielded the floor to Mr. Terry.

Mr. Terry reported for the month of October, the balance was \$5,245,748.46; deposits totaled \$194,107.78; the expenses were \$38,129.32 which left an ending balance of \$5,207,619.14. He explained the packet provided shows the wireless disbursements to local PSAPs and an itemized list of the monthly spending on the Continual Budget.

Mr. Terry called for questions.
None.

A motion to approve the November Financial Report was called by Mr. Maggard, with a second by Ms. Van Arsdale. The motion passed with eleven ayes, zero nays.

6. Discussion and possible action to approve Board Member(s) to attend the "9-1-1 Goes to Washington" a NENA Conference, February 12 - 15, 2020 in Washington, DC.

Mr. Stillwell yielded the floor to Mr. Terry.

Mr. Terry reported that he and Mr. Stillwell attended the Conference last year, and had the opportunity to build relationships and meet with Federal officials to discuss 9-1-1 at the Federal level and within Oklahoma.

Mr. Terry stated that at a minimum it would be wise to have Mr. Stillwell attend with Mr. Terry this year as well. He also requested a discussion about other members of the Board possibly attending; especially Mr. Stacy, as he is the Chair of the Legislative Committee. Mr. Terry explained that his presence would be beneficial to bring back information gained from connections already made in Washington, to help with the legislation in Oklahoma.

Mr. Terry stated that the total cost for all three members to attend 9-1-1 Goes to Washington in Washington, DC would be under \$5000 and could be spent out of the Travel/Training Budget for Mr. Terry and out of the Board Goals for Mr. Stillwell and Mr. Stacy, which were approved for fiscal year 2020.

Mr. Stillwell responded by saying that he has had meetings with some elected officials, such as Sen. Inhofe, who has begun to remember faces and goals. Therefore, continuity is going to help with keeping the issues at the surface. Attending the Conference and making connections will bring awareness to the issues and Oklahoma.

Mr. Stillwell commented that he felt having the addition of Mr. Stacy in Washington, as the Legislative Liaison would be beneficial.

Mr. Terry asked Mr. Stacy if he was available and would like to attend.

Mr. Stacy stated that he is available and may be in Washington already during February 12 - 15th, therefore some saving may be made. He would tentatively accept and verify with his calendar to confirm.

A motion to approve the travel to "9-1-1 Goes to Washington" with a spending cap of \$5000 for Mr. Terry, Mr. Stillwell, and Mr. Stacy was called by Mr. Hawkinson, with a second by Ms. Harris. The motion passed with eleven ayes, zero nays.

7. Discussion and possible action to nominate and approve Legislative Liaisons with the purpose of lobbying legislation for 9-1-1 initiatives throughout the next year (2020).

Mr. Stillwell explained traditionally the Chair has been a liaison. However, there have been discussions as Mr. Stacy being a liaison what needs to happen as a Board. After

discussions with Mr. Grant Moak, he recommended that Mr. Terry remain the liaison for the Board.

Mr. Stillwell explained that he was a liaison for the last year, but had not been in a situation where the status was needed or used — therefore, to save the Board some money he recommended that Mr. Terry be the only liaison, however, it be apart of the motion to approve a liaisons if needed on an as-needed basis, without having to get the Board's approval.

Mr. Terry commented the cost for adding a legislative liaison is \$102.50 per person and reports are due monthly during active session and at the end of the year.

Mr. Terry stated that with changing legislation, like the one on the agenda — each person attending the meetings has interests in the changing legislation. Mr. Terry asked Mr. Moak how that relates to the change in legislation that is being requested during the meeting. How if those changes are approved, what is the responsibility of being at the Capitol to support those changes.

Mr. Moak explained that the Ethics Commission requires every State agency to have a Legislative Liaison; also officers or employees. The members of the Board are considered to be officers. On the advice of the Ethics Commission Legal Counsel, the conservative advice they offer is there is no issue with speaking to an individuals representative and/or local government; make sure to speak to your local legal counsel for clarification or direction. The Liaison for this purpose is when one is going to be speaking and lobbying for an agency at the Capitol and initiating the discussion. If a conversation is initiated with a Legislator, one is called into a Committee meeting, anything can be discussed.

Mr. Moak stated the rules changed a few years back making those who were going to be interacting with Legislators on behalf of a government agency would need to register and file monthly reports.

Mr. Moak explained he will continue to have conversations with the Legal Counsel of the Ethics Commission and gain more information to bring back to the Board. Mr. Moak recommended that Mr. Terry continue to be the Liaison for the Board, as it is customary that the Executive Director holds the liaison status. Mr. Moak stated he will continue to advise Mr. Terry and Mr. Stillwell, and if a need arises to add a Liaison he will be in contact with that person. There is a grace period, that covers those who need to be added.

Mr. Stillwell called for questions
None

A motion to approve Mr. Terry to the Legislative Liaison for the 9-1-1 Authority, with the ability to add others as a Liaison as needed throughout the year without approval from the Board was called by Mr. Stacy, with a second by Mr. Mowdy. The motion passed with eleven ayes, zero nays.

8. Discuss and possible action to approve the recommended changes to the Oklahoma Emergency Telephone Act (63 O.S. § 2801 et seq.) and the Oklahoma 9-1-1 Management Authority Act (63 O.S. § 2861 et seq.).

Mr. Stillwell yielded to Mr. Terry

Mr. Terry introduced the item, stating that the Board has created a Legislative Committee to work on 9-1-1 acts. He mentioned the committee has met a few times and had discussions with government liaisons from Cleveland County, whose advice was helpful on how to move forward on taking action.

Mr. Terry explained that this year the Committee will focus on cleaning up language within State Statutes covering the Oklahoma Emergency Telephone Act, that discusses Landline (63 O.S. § 2801 et seq.) and the Oklahoma 9-1-1 Management Authority Act, which discusses Wireless (63 O.S. § 2861 et seq.)

Mr. Terry referenced the provided packets, to which a copy of each act is given; as well as, the changes being requested.

Mr. Terry introduced and reviewed the proposed recommendations for changes, first in the Oklahoma Telephone Act; references to the Department of Public Safety, which before the 2016 legislation that created the 9-1-1 Authority, were the department that oversaw 9-1-1 in the State. The recommendation is to remove the Department of Public Safety in definition and also in the context of the remainder of the body of the Emergency Telephone Act.

Mr. Terry called for questions over this recommendation
No questions.

Mr. Terry continued to introduce the recommendation in the Emergency Telephone Act, which there are references to multiple State agencies; this was due to the Department of Public Safety (DPS) working with other public safety agencies that were working to deploy 9-1-1. With the understanding of how the Authority does business today with other State agencies, it is recommended that the names of the named Stated agencies be removed from the Statute, and replaced and with a generic "State agencies". Mr. Terry gave the example of the Conservation Commission whom the Authority has a contract with currently; the Conservation Commission is not listed as Public Safety. The Authority is having discussions with other agencies within the State that are not listed as public safety, and will be in the future; work is being done with more than public safety agencies, and statute should support that.

Mr. Terry called for questions over this recommendation

Mr. Trease commented that The Oklahoma 9-1-1 Authority was cross out when it should have been underlined. Mr. Terry explained it should be written to assign authority to the Management Authority and removing the word Department.

Mr. Terry continued to the third change within the Emergency Telephone Act, which is the recommendation to remove language that was not taken out of the section §63. 2818.3. This legislation was repealed in 1977. The following section §63. 2818.4, states "The Statewide Emergency 9-1-1 Advisory Committee shall, in developing its recommendations pursuant to Section 2818.3 of Title 63 of the Oklahoma Statutes, consider the presumption that all providers of dial tone are obligated to participate in the provision of 9-1-1 service and its funding." Because the previous section was repealed and removed, no longer does this section make sense and we cannot assume if the subsection is not there to correlate subsection four with. Therefore, the recommendation is to remove that subsection.

Mr. Terry called for questions over this recommendation
No questions.

Mr. Terry introduced the last recommendation within the Emergency Telephone Act. When the Management Authority was created in 2016 language was moved from §63. 2819 to §63. 2870. The Statute §63. 2870 covers the misuse of 9-1-1 by a punishable fine of \$500. The language stating people would have to be notified by certified mail remained under §63. 2820; this statute cannot stand alone without §63. 2870. The recommendation, after much discussion, is to leave §63. 2870 stand-alone, remove §63. 2820, and allow the local entities to determine how and when to notify the citizens based on the local need.

Mr. Terry stated he spoke with Mr. Roy Tucker, who is the city attorney for the City of Muskogee, this was his recommendation; to set the statute, and the final amount and leave the notification up to the locals and their local processes.

Mr. Terry called for questions over this recommendation
No questions.

Mr. Terry introduced the first change within the Oklahoma 9-1-1 Management Authority Act §63. 2864.5. This recommended change consists of a list of the 9-1-1 Management Authority approving the list of government bodies, that are eligible to received wireless 9-1-1 funds; as well as, how those bodies are those funds are distributed back to the local entities. This confuses because the language listed the way of determining the population based on the "Federal Decennial". This states that every ten years there will be an estimate done to provide these numbers, which does not exist. The recommendation is to strike "Federal Decennial" from the language and leave it as "census estimates". This is further discussed and explained in Section 145 of the Rules, which can be discussed and further explained at a later date if needed.

Mr. Terry called for questions over this recommendation
No questions.

Mr. Terry introduced the second change within the Oklahoma 9-1-1 Management Authority Act §63. 2864.13. This consists of the task of the Authority to develop standards for 9-1-1 call takers. We understand Telecommunicators CPR (T-CPR) is needed

within the state of Oklahoma; being able to provide CPR to those calling is vital to increase survival rates for cardiac issues. After discussing the issues with our partners, the determination was made that making it mandatory within the minimum call taker standards, and calling it mandatory would be precursory. To pass legislation to make it mandatory, there needs to be an understanding of the total cost involved; not only to financial cost but also the operational cost for training and other costs. The Operations committee looked at this and determined this was an unfunded mandate — to which there are enough already. If this is added, as an unfunded mandate, it asks those meeting the mandate to meet without considering how that mandate is met. The idea is to continue to work through how to fund the program, training and get other agencies — such as the Health Department, to provide training and make sure it funded.

Mr. Terry explained that he has reached out to the American Heart Association to explain the Authority's position — to which he did not know how they will accept the decisions, but he stated he felt this was the best way to align the goals of the Authority and the best avenue to take to 9-1-1 in the State.

Mr. Terry called for questions over this recommendation

Mr. Stillwell asked if the American Heart Association is moving forward with specific legislation.

Mr. Terry explained that they do have an offer in the House, not the Senate. Mr. Stacy believes he may have authors willing to sponsor and work with the needs of the Authority.

Mr. Terry explained that the Legislation Committee wanted to share thier recommendations with the Authority, explained the reasoning behind the changes to pass along to an author to put the changes in legislation through. Also, if the American Heart Association has an author that agrees with these recommendations, perhaps we may be able to continue to move forward with them. As of now, we thought it important to make these changes to move forward; we may be able to work along with them in the future but we are moving forward.

Mr. Terry called for questions
None.

Mr. Terry introduced the third change within the Oklahoma 9-1-1 Management Authority Act §63. 2868, which consists of the use of funds. This states how public agencies that receive wireless 9-1-1 funds, how they can use those funds; it states they can "use the funds only for services, equipment, and operations related to 9-1-1 emergency telephone systems." The Emergency Telephone Act uses the term Service to define the what the Act is referencing, not "system" which is used to define the wireless Act which is not defined anywhere, however, there is a definition for service.

To match the definition, and create a better understanding of locals, the recommendation is to change "system" to "service". There is an understanding that this

change will not entirely provide a definitive determination of what 9-1-1 funding can be spent on, it is a broad category. There is a need for more work to determine what those may be; this will align the definition with the statement and hopefully provide some clarification that can be addressed and added to later.

Mr. Terry called for questions, hearing none Mr. Terry yielded the floor to Mr. Stacy or Ms. Harris to add comments.

Mr. Stacy commented that he appreciated being called to the Legislative Committee, all the help from Ms. Harris and Mr. Terry.

Mr. Stacy stated that the committee has worked to review the issues; some may be able to be changed to win the Rules, and some may require legislation. That he would like to see moving forward and showing positive work happening individually and as a body. He explained that he felt these changes were a good place to start, what would they be a good way to start moving forward as a body. He made the recommendation that a start occurs here with the changes mentioned and allow for future actions.

Mr. Stillwell asked Ms. Harris if she had any further questions.
None.

Mr. Stillwell thanked Mr. Stacy for his dedicated research and work on this along with the members of the Committee.

A motion to adopt the changes recommended by the Legislative Committee to the Oklahoma Emergency Telephone Act and the Oklahoma 9-1-1 Management Authority Act to move forward in pursuit of the changes was called by Mr. Trease, with a second by

a.	City of Bristow	Budget	k.	City of Newcastle	Forms II, III, and a Budget
b.	City of Checotah	Budget	l.	Noble Police Department	Forms II, III, and a Budget
c.	Cleveland County	Forms II and III	m.	Nowata County	Forms I, II, III, and Budget
d.	City of Del City	Forms I, II, III, and Budget	n.	Oklahoma County	Forms I, II, III, and Budget
e.	City of Edmond	Forms II and III	o.	Town of Pocola	Forms I, II, III, and Budget
f.	City of El Reno	Forms I, II, III, and Budget	p.	City of Stillwater	Budget
g.	City of Guthrie	Forms II, III, and a Budget	q.	City of Tuttle	Forms II and III
h.	Jefferson County	Forms II, III, and a Budget	r.	City of Warr Acres	Form II
i.	Kingfisher County	Budget	s.	City of Yale	Forms II, III, and Budget
j.	Muskogee	Budget	t.	City of Yukon	Forms II, III, and Budget

Mr. Hawkinson. The motion passed with eleven ayes, zero nays.

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 requested 2019 Registration Form(s) and/or Budget. (63 O.S. § 2864.4)

Mr. Stillwell asked to have the record show that the City of Edmond, the City of Muskogee, and the Town of Pocola had come into compliance after the meeting agenda

was published. The discussion will pertain to those agencies not mentioned as coming into compliance.

Mr. Stillwell yielded the floor to Mr. Terry

Mr. Terry explained the 2019 Registration Forms were released and emailed to the main contact for each PSAP on September 5, 2019, and due to be submitted by November 5, 2019. Mr. Terry explained that the due date was one day before the last meeting; therefore, the PSAPs with missing forms were not named at the November meeting. There have been about ninety days since the release of the Forms, and the office is still actively requesting and working on getting each PSAP submitted.

Mr. Terry explained that part of the importance of the Forms are working along with Mission Critical Partners (MCP) to complete the Feasibility Study - for which the Authority has contracted with them to provide. To help lessen the amount of work for the PSAPs, there have been questions added to the Registration Forms that were created by MCP that provides information to assist them with their work on the Feasibility Study. This year has added importance, we know that it takes time to verify the information requested; MCP will be conducting twenty-eight county sight visits, to confirm the data and meet with the PSAPs beginning after the first week of January. The PSAPs that will be on the twenty-eight site visits have turned in all their Forms and Budget - which is good; however, we need an overall picture and to have the overall picture we need all the PSAPs turning all the information as accurately and correct as possible.

Mr. Terry reiterated that there is a big picture need to have all the information in; its importance, and there needs to be a level of pressure the make sure that the information is received so as not to push further the work of MCP. Plus soon there will be a discussion about next year's call for information from the Registration Forms.

Mr. Terry informed the Board that this morning before the meeting the Forms from Nowata County were submitted.

Mr. Terry stated he recommends that the Authority move forward with scheduling a hearing for the agencies listed above; less the City of Edmond, the City of Muskogee, and the Town of Pocola who have turned their information in. The Authority set a date in the month of December, the 15th or 18th to send out letters of notice for a hearing at the next Management Authority meeting on January 9th. Our office will send out the letters after the date set by this body, which allows them to inform the agencies of the upcoming hearing, and give them time to make submissions, to hopefully get one hundred percent compliance before the next meeting.

Mr. Stillwell informed the Board of the Executive Committee call yesterday. Wherein the committee discussed in length this action and the options. The first inclination was to get through the holidays, however, this would push the study and MCP out further. After reviewing the agencies listed and who are missing information, it was determined that the majority fall within the ACOG region. Mr. Stillwell explained that ACOG has been in constant communication regarding where ACOG is with completing the Forms and

collecting information to complete the Forms. ACOG has stated they are confident that the agencies they are working with will comply within the next couple of weeks — surely before the next meeting. The remaining agencies that are not in compliance will be contacted to inform them the certified mail will be sent out on December 16th, if the Forms are still outstanding. The idea being that the Authority office will work with these agencies, assisting them in getting the Forms and/or budgets submitted.

Mr. Stillwell stated how having the Mayor or Commissioner receive a certified letter put extra stress and concern onto an agency, to which showing sensitivity is needed. However, there is the duty to get these Forms in on time. During the Executive Committee meeting, the bottom line was that the Authority could wait, and allow those believed to be working on coming into compliance do so; and those who may be a challenge receive the certified letter and allow the process to take its course. It was ultimately decided that it would have to be dealt with either way and therefore, to begin the process now to serve the big picture.

Mr. Stillwell offered time for those serving on the Board or those that were in the Executive Committee meeting to speak or ask questions. That the motion requested to establish a public hearing at the next meeting to possibly escrow funds through the Tax Commission.

Mr. Grant Moak asked to clarify, this was not a full public hearing, but a notice to appear for the PSAPs not in compliance; this will allow them to appear and either show compliance or explain to the Authority why they did not comply. Then the Authority will decide to escrow their funds or not.

Mr. Stillwell called for further questions or discussion.

Mr. Hawkinson asked for clarification, as to the action at this meeting would be to determine to date that the certified letters will be sent out.

Mr. Stillwell replied the letters have to be sent out in a certain amount of time to be able to notify the PSAPs before the next meeting and therefore will be sent out in enough time to notify and for that meeting to occur.

Mr. Hawkinson asked when the next scheduled meeting was.

Mr. Terry informed him it was January 9th — given time for the holidays and two weeks advance, the recommendation is close of business on December 16th or 17th.

Mr. Stillwell explained that if an agency comes into compliance before that meeting there is no need for them to appear.

A motion to move forward with scheduling a for those listed in the agenda, less agency E, J, and O. In the month of December send out certified letters of notification after the

date discussed by the Board of December 16th or 17th by Mr. Maggard, with a second by Ms. Van Arsdale. The motion passed with eleven ayes, zero nays.

10. Committee Reports:

The Administrative Committee report was given by Mr. Maggard. He stated that the Registration Forms fall under the Administrative Committee, and they will be reviewing the Forms, as well as discussing the comments left by the agencies to see how the Committee could improve or change actions to make it easier for them to comply.

Mr. Maggard reported on the agencies looking to consolidated services; which were the majority of the five Counties who do not have services. Also, there have been some services and agencies that want to discuss consolidation or start new services. The process was approved previously — the checklist for Phase II Deployment; the list that gives the needed actions to add services or start new services. There have been plans submitted; a preliminary plan, and an initial plan the committee is working through to bring to the Authority for approval.

Mr. Maggard called for questions or any comments from Mr. Terry
None.

Mr. Stillwell commented on the [Registration] Forms, which are in the third year. They are a living document that the Authority is trying to make as consistent as possible and the Administrative Committee has had many discussions on what to included and how to format them. He stated if there are comments or suggestions the committee is open to them. If you would like to contribute tot eh Committee and serve, Mr. Maggard is the person to speak with. If you are a member of the Authority you can be assigned; if you are not a member speak to Mr. Maggard or Mr. Stillwell to seek approval from the Authority.

He commented that the Authority knows the Forms are not perfect, but we are all working to get better. He thanked the Administrative Committee for their hard work and dedication.

Mr. Stillwell gave the floor to Ms. Harris for the Technical Committee report.

The Technical Committee report was veiled by Ms. Harris to Mr. Terry.

Mr. Terry stated the \$2.7 million was confirmed to the Federal Government that this body would spend \$2.7 million on a state bid for GIS services at the local level. The Technical GIS subcommittee has been working diligently to get a plan developed for the state bid for local GIS services. This past week the subcommittee and Mr. Terry reported that they spent a couple of hours responding to the questions within the RFP that was

released, this closes later in the month. One question came in the morning of the meeting, which was given back out to the GIS vendors. Mr. Terry stated he hoped the State contract would be ready for the locals at the end of January, or the first part of February. The availability of the State contract will allow for application for the S\$2.7 million dollars in grant funding for local upgrades GIS work.

Mr. Terry commended the work of the GIS subcommittee, this is a huge task and without the help of the subject matter experts, it would be very difficult. They have come a long way in a very short amount of time, and their hard work is appreciated.

The other project is the Mission Critical Partners Feasibility Study, part of the study was for them to provide a Legislation review for NG9-1-1. They have completed that, and vetted it through the Legislative Committee and will pass that on to the Executive Committee. This was requested to be completed before December first — which they met the goal and it was provided to the Authority. This is a checklist of NG9-1-1 legislation items correlating with 9-1-1.gov and the legislative items that can be used for legislation to compare with the state statutes. This document will be used for upcoming legislative cycles, to compare if legislation comes up we can make sure it aligns with the legislation on the list.

The next item is the twenty-eight PSAP site visits; this is now happening in February, January is full. The idea is to bring the team with MCP on this visit to encourage education and understanding beyond just the MCP questions. Mr. Terry explained that it will be more than just the twenty-eight PSAP, there will be visits along the way to visit PSAP. Therefore late nights, and work.

Mr. Terry returned the floor to Ms. Harris for additional comments.

Ms. Harris stated she had nothing further, other than a lot of work to be done.

Mr. Stillwell called for questions or any comments.

None.

Mr. Stillwell gave the floor to Mr. Barnett for the Operations Committee report.

The Operations Committee report was offered by Mr. Barnett. He stated, as in his report last month the Operations Committee has had a void left by those leaving their positions. However, the committee has been vetting those who are possible replacements and hopes to have those completed by the next meeting for the Authority to approve.

Mr. Stillwell called for questions or any comments.

None.

Mr. Stillwell offered to Mr. Stacy if he had anything to add for the Legislative Committee report.

He did not.

Mr. Stillwell thanked him and the committee for all their hard work in a very short amount of time.

11. The Grants and Compliance Officer Report (Discussion Only)

Ms. Karen Douglas gave an update on the Registration Form review cards; stating that each Form that has come in has been reviewed and the office is working to compile a report card for that PSAP. Writing comments, questions, and feedback. The report card does have a feedback section this year where you can comment on the statements we shared on what was turned in.

Ms. Douglas stated she hopes to have them out as soon as possible, keeping with Mr. Terry's schedule and the holidays. She asked that those reading the reviewed card to not be sensitive to the comments or questions presented. The goal is to do better and create better outcomes.

Mr. Stillwell called for questions or any comments.

None.

12. State 9-1-1 Coordinator Report to the Board (Discussion Only)

Mr. Stillwell yielded the floor to Mr. Terry

The Office is currently working on preparing and sending out the Population Estimates for FYE2021. Mr. Terry stated that this year the office is meeting the timeline set out last year. These are sent out to PSAP to verify the population boundary on the map and the PSAPs are asked to return the Form Letter confirming they accept the boundary provided and who the wireless 9-1-1 funds are to be delivered to. The maps will go out in January, everything has to be verified and returned to the office to bring to this body by the April meeting. Our office has to deliver the verification to the Tac Commission by May 10th, for checks to be delivered in July.

This is a strict timeline, therefore as soon as you get the maps — send them in. If you are requesting a change, know the anytime a change is requested it has to be verified by the surrounding PSAPs and agencies. This takes time.

Mr. Terry mentioned the next meeting is January 9th due to the holiday.

Update on Local PSAP Meetings (#WhereIsThe911Guy)

Creek County 9-1-1 Meeting went very well. Creek County is made up of fire districts — which is slightly different from others in the state; they are forming a Trust to join the five areas within the County. Mr. Terry thanked and stated he appreciated Commissioner Warren; his leadership and effort are showing as those within the County are communicating regarding this effort.

Speaking at the OSFA EMS Committee Meeting, regarding dispatch services effecting them, along with TCPR and legislation. A very positive meeting and relationships formed.

Upcoming Events:

Mr. Terry reported he will be in the Panhandle for Meetings December 12 - 13th. Then in Grant County, for the Commissioner Meeting to discuss funding and the partnership with Woods County on December 16th.

Mr. Terry sadly reported on the death of Human Resource Director, Mechelle Jagers. She passed away the Sunday before the meeting. She had been with OEM for twenty-three years, and hire Mr. Terry, Ms. Root, and Ms. Douglas. He stated her funeral would be the Saturday following the meeting in Ardmore, OK.

Mr. Terry yielded the floor to Ms. Root to introduced the PSAP Holiday contest for 2019 Ms. Root explained that this year the contest is "Let's Get Building" with *Lego* or other building blocks you may have. Show the 9-1-1 center as the hub or center of the community, you will receive extra points for showcasing a local landmark. The only rule is that has to be made out of building block toys. Upload at least three images of the team building in the 9-1-1 center, and five images of the final product — or a video to our Facebook page; www.facebook.com/911oklahoma. The deadline is December 22nd. The winner will get a \$100 Visa gift card and 2nd place a \$50 Visa Gift Card.

Mr. Stillwell called for questions or any comments for Mr. Terry or Ms. Root
None.

13. 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. Stillwell commented he was thankful, for those serving on the Board, those in the room and online, and those throughout the state that contribute to what we do. He was thankful for the work he gets to do and appreciates everyone he gets to do it with.

He thanked those who are working to save others, sitting in the chair.

He thanked staff - Mr. Terry, Mr. Douglas, and Ms. Root - he appreciates all their hard work and dedication to getting things done. He expressed his gratitude for getting work with some great people.

He thanked Mr. Moak for his work in keeping this working and legal. He willingness to help.

He expressed he was thankful for the way 9-1-1 is moving forward. Looking back over the last three years, there has been a lot of work done and we are in a position to be a leader in this country for NG9-1-1 as a result of all the work.

He wished everyone a safe and happy Holiday with friends and family and state how we are all a blessing to one another. Merry Christmas

He Commented on the death of Ms. Mechelle Jagggers; she was instrumental in the hiring of all the staff, and his time with her was always well spent. She was a wonderful person.

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

Mr. Stillwell called for public comments

None

15. Adjournment.

At 1546