



Oklahoma 9-1-1 Management Authority
Special Meeting Minutes
January 23, 2025, at 1:30 PM

1. Call to order, roll call, and determination of a quorum.

Mr. Curry opened the meeting at 1:30 pm.

The following were in attendance.

Adam Griffith	Nicholas Carrao
Belinda McGhie	Austin Bower
Ben Curry	Lance Terry
Brandon Reynolds	Stacey Root
Chrissy Brown	Karen Douglas
Greg Fisher	Gwen Goodner
Justin Carnagey	Michael Coonfeild
Mary Harris	Tammy Koehn

A quorum is present with nine members in attendance.

2. This special meeting of the Oklahoma 9-1-1 Management Authority (“Authority”) has been convened in accordance with the Oklahoma Open Meeting Act.

If an Authority member would like to add an agenda item to the next regularly scheduled meeting, please contact the 9-1-1 Coordinator and the Authority Chair at least one (1) week in advance of the meeting.

3. Welcome to members of the Authority and new employee Ms. Tammy Kohen, 9-1-1/988 Liaison, and guests in attendance.

Mr. Curry introduced Ms. Tammy Koehn, the new 9-1-1/988 Liaison, and allowed those attending as guests to introduce themselves.

4. Possible discussion, revision, and vote to approve the December 5, 2024, special meeting minutes.

Mr. Curry allowed a few minutes for the Authority to review the minutes.

Ms. Harris noted a possible correction on page six of the December 5, 2024 meeting minutes. Stating she felt it should read “INCOG” and not “ACOG”.

After listening to the minutes of the December 5th meeting it was determined that it was ACOG being said.

Mr. Curry called for questions or discussion.

Hearing none, a motion was made by Mr. Griffith to approve the minutes as is, a second by Ms. Harris. The motion passed with eight ayes and zero nays. Mr. Carnagey abstained.

5. Possible discussion, revision, and vote to approve the financial report for November and December 2024.

Mr. Terry asked that this be tabled due to the short length of time between meetings and the need for roughly sixty days to get reports from OEM to facilitate the financial reports.

Mr. Curry called for questions or discussion.

Hearing none, a motion was made by Mr. Carnagey to table the financial report, a second by Ms. Brown. The motion passed with nine ayes and zero nays.

6. Possible discussion and presentation of the "Emergency Telecommunicator of the Quarter Award" to the following:

- a. The awardee, Ms. Janee Borgella, with the City of Lawton for the 2nd Quarter 2024 was nominated by Ms. Jessica Carter with the City of Lawton stating in her nomination, "In the time that she has been with our department, she has consistently demonstrated an exceptional work ethic, dedication, and a willingness to go above and beyond expectations. Ms. Borgella has consistently put in extra effort by working substantial amounts of overtime to meet departmental needs and to ensure the safety of our first responders and citizens. She has not only met but exceeded performance expectations, demonstrating an unwavering commitment to achieving both personal and departmental goals.

In addition to the quantity of work produced, Ms. Borgella consistently maintains a high standard of quality in her work product. She is detail-oriented, thorough, and consistently produces work that is accurate and of the highest caliber. Ms. Borgella is a true asset to our department and city, and her dedication to excellence sets a positive example for colleagues. Moreover, Ms. Borgella is a collaborative team player who fosters a positive and productive work environment. She is always willing to assist colleagues, share knowledge, and contribute to the overall success of the department and our mission. Her positive attitude and willingness to take on challenges have had a significant impact on the overall morale and effectiveness of our department."

In conclusion, I believe that Ms. Borgella is more than deserving of Emergency Telecommunicator of the Quarter. Her outstanding work ethic, commitment to excellence, and positive influence on the department make her an exemplary candidate. I am confident that recognizing Ms. Borgella for her contributions would not only be a well-deserved honor but also a source of inspiration for the entire department and profession.

- b. The awardee, Ms. Rachel Turpin, with Pontotoc County/Ada 9-1-1 for the 3rd Quarter 2024 was nominated by Mr. Danny Manual for her "performance, for FY22/23, this center built 61,906 calls in CAD. Rachel built 8,142 of those calls, which was by far the most of any other dispatcher. The next closest person had 6,999. We received 72,450 phone calls. Again, Rachel led the way by answering 9,516 of those calls, which accounted for a whopping 13.13% of total calls. The next closest person had 8,113 calls, which accounted for 11.20%.

What makes this even more remarkable is the fact that Rachel has spent countless hours updating and vastly improving our in-house training. Rachel is a genius with Excel and produces the most amazing spreadsheets. As the director here, I often need help with reports. I can always count on Rachel to produce quality results so fast it makes my head spin. I don't know how she does all she does.

In addition to all this, Rachel works more than her share of overtime making sure that we can operate and that our responders and citizens are safe. Not only does Rachel deliver quality work and lots of it, but she is also thoughtful and considerate of everyone in our center. She is kind and generous, and you never know when she will show up with a bag of biscuits or burritos, just because.

To say I'm thankful for Rachel would be an understatement. She is a true treasure."

7. Possible discussion and presentation of the "Emergency Technologist of the Quarter Award" to the following:
 - a. The awardee, Mr. Peter Mortensen, with the City of Lawton, for the 2nd Quarter 2024 was nominated by Ms. Christny Halye stating that "Peter is always very responsive, either by email or telephone, and even takes the initiative to create solutions and testing them before implementing them on all our consoles. He has also taken it upon himself to seek out more 9-1-1 related technology training to better assist our department."
 - b. The awardee, Mr. Ken Stewart, with Tulsa County Sheriff's Office, for the 3rd Quarter 2024 was nominated by Ms. Christina Brown because "as opportunities present themselves, Mr. Stewart works with Oklahoma 9-1-1 organizations to promote professionalism, education, information and other events that help spotlight the 9-1-1 industry throughout Oklahoma."
8. Possible discussion, revision, and vote to create an Ad Hoc Legislative Committee per 145:15-3-2(b) to review and discuss possible legislation and add the following members to the Legislative Committee.
 - a. Jonathan Love, with Oklahoma City
 - b. Jim Shelton, with Blaine County
 - c. Darryl Maggard, with Rogers County

Mr. Terry explained that Mr. Sharpton has asked Mr. Barnett to Chair this Committee, with some Authority members approved already; including Mr. Carnagey, Ms. Brown, and Mr. Curry. When speaking with Mr. Sharpton and Mr. Barnett, they both would like to keep this group pretty small and try to be as well-rounded as possible. Mr. Barnett reached out to, based upon his recommendation, those he felt would be a good fit for this Committee. There are some bills that we are facing this year that appear to be directly impacting the 9-1-1 Management Authority Act, along with some other items related to, from Mr. Terry's understanding, jails and dispatchers being jailers, etc. There's another Act where funding of EMS with 9-1-1 funds was talked about. Those bills are being reviewed now, and trying to determine what's going to impact the Authority and 9-1-1 and what's not.

Again, Mr. Barnett wanted to keep the committee at seven members or less. However, if any of the Authority would like to serve on this Committee Mr. Terry recommended you reach out to Mr. Barnett with your interest. But for now, we're bringing forward these names, with the thought being regional,

demographically, and also expertise in their field. That's the request from Mr. Barnett to approve these three.

Mr. Curry called for discussion or questions.

Hearing none, a motion was made to create an Ad Hoc Legislation Committee per the Rules and add the three named individuals to the Committee by Ms. McGhie, a second from Mr. Reynolds. The motion passed with nine ayes and zero nays.

9. Possible discussion, revision, and vote to authorize the Authority to provide notice to PSAPs that are not compliant with the required annual report, otherwise known as the Registration Forms, as mandated in state statute 63 O.S., § 2864.4(c) and the Oklahoma Administrative Rules 145:15-7-2 the Escrow of Funds.

PSAPS THAT HAVE NOT COMPLETED THE FY24 REGISTRATION FORMS

Checotah McIntosh County	Jefferson County
Cimarron County	Mayes County
City of Chickasha	Newcastle 9-1-1
Cleveland County	Perry Noble County

Ms. Root explained to the Authority that within the meeting packets, there was a detailed spreadsheet showing correspondence over the past month and a half, since the Registration Forms were due December 17th, with correspondence for each of those PSAPs that were not compliant at the time of the meeting. The handout was more detailed and included correspondence from the day of the meeting. Since that correspondence has been sent out, there have been PSAPs that have come into compliance; those PSAPs are Checotah, McIntosh County, Mayes County, and Perry Noble County. The following counties are still non-compliant: Cimarron County, the City of Chickasha, Cleveland County, Jefferson County, and the City of Newcastle. Ms. Root offered to answer any questions about the spreadsheet or correspondence with PSAPs.

Mr. Terry commented that what is being asked for today is a motion to notify these PSAPs by certified mail to appear at a public hearing that would be set for April 3 at 1:30 PM, which will be the next 9-1-1 Management Authority meeting. Based on the Rules, we're requesting those Rules to be followed and request a public hearing on April 3 for those PSAPs not in compliance.

Mr. Curry asked for clarification; this request is not to escrow the funds. This is to put them on notice that their funds could be escrowed.

Mr. Terry acknowledged that was correct. By the Rules, there has to be a public hearing for these PSAPs. To follow due process, and the things we've done historically is to request permission to notify these PSAPs of a public hearing that will be held at the next Authority meeting and to put them on notice by sending them a letter by certified mail, making sure that they're aware, to be here to express why they weren't in compliance.

Mr. Curry called for discussion or questions.

Hearing none, a motion to authorize the Authority to provide notice to the PSAPs that are not in compliance with the Registration Forms as of today by Ms. Brown, a second by Mr. Carnagey. The motion passed with nine ayes and zero nays.

10. Possible discussion, revision, and vote to approve the changes to the FY25 Grant Guidelines, including but not limited to, the recommendation from the NG9-1-1 Ad Hoc Committee to not allow the applications for call handling equipment (CHE) until a contract for NG9-1-1 core services has been fully executed.

Mr. Terry explained that this was discussed at the last meeting and just for full disclosure, the agenda item was changed slightly, there was a change added to the grant guidelines to bring forward to the Authority a change in the grant guidelines, instead of just not allowing which was recommended before. Within the packet, directly after the spreadsheets that Ms. Root mentioned, is the new section to be added to the grant guidelines and its NG9-1-1 deployment requirements. NG9-1-1 will remain the same within the grant guidelines as a fundable item, but there will be additional requirements. It's not uncommon to see that in our grant guidelines, we have additional requirements related to GIS, and this follows suit with that, with its own section.

In this section, there are some highlighted areas that we want to point out, the first is it was broken into sections based upon the provider agreement technical requirements, compliance with OSP originating service providers and testing, and then contract submission requirements we worked in conjunction with Mission Critical Partners, our current consultant for next-generation 9-1-1 who provided us a baseline to go off of, this was vetted through the Ad Hoc Committee, and then through The Administrative Committee; both providing feedback and recommended changes before we received this final draft when you look through the document, you'll see CHE provider, call handling equipment provider, and provider agreement. The call-handling solution vendor must agree to support the transition to next-generation 9-1-1 through Oklahoma State-provided emergency services, network, ESINet, and core services.

Second bullet point, the provider must certify the grant funding CHE will undergo testing in the state-provided lab to ensure compliance and readiness. In the second item, technical requirements, first bullet, the CHE provider must include contract language stating that any modification or upgrades required must be completed to ensure the CHE is technically capable of receiving multimedia 9-1-1 communications in an IP-based NG9-1-1 format, the CHE must meet the technical requirements established by the Oklahoma 9-1-1 Management Authority and adhere to the applicable policy and rules. This has been a comment since we published this, and we've released the agenda with the packet, a question came up, what are the policies and rules? We have an interconnectivity policy that's currently in draft, and there is a plan to pass that to the various committees to have that approved by this Authority on April 3. That policy is not in place today; however, that is one thing that we're under contract with Mission Critical for. Mission Critical is helping draft that, and then the staff is working on it as well, along with those within the committees. The Ad Hoc Committee will own this document and not the Technical Committee, but it will be passed to the Technical Committee for their input before it goes back to the Ad Hoc Committee for final approval. So this policy is currently on the timeline to be approved again by this body on April 3.

Mr. Terry called for questions.

Ms. Harris asked about the policy that Mr. Terry is referring to, which is being written in the strategic plan you're referring to in an interconnectivity policy, is that the same policy?

Mr. Terry confirmed it is the same policy- the interconnectivity policy.

Ms. Harris commented, suggesting that the name of the policy be put there instead of just technical requirements, it is very vague right now, so to reference the document that the members are being asked to adhere to.

Mr. Terry and Mr. Curry both stated they had no problem with doing that.

Ms. Harris stated Mr. Terry talked about the call handling equipment must be certified and will undergo testing in the state-provided lab. Is that lab going to be done by the state, or is it part of the RFP for the NGCS Core Provider?

The State of Oklahoma has no plans, and this Authority has no plans to run a lab. However, we are looking at doing it through a contract.

Ms. Harris asked if it was through a contract but not necessarily the core service provider. Is it part of the RFP?

Mr. Terry stated he didn't want to release any information related to the RFP. All I can say at this point, it would be run by a contractor.

Ms. Harris asked if the state would run it.

Mr. Terry replied yes, that's correct.

Ms. Harris commented that when she worked at AT&T she worked with labs to certify equipment that was sold by the company, she stated she was curious have there had been any input from any of the vendors.

Mr. Terry stated that there has not been input directly from the state of Oklahoma, but that in other states he did know the majority of the time, the vendors are willing to run through their test labs, either owned or through a third party vendor provided by the core provider or whoever that may be. As it relates to input from the vendors that's tied back up into that RFP process.

Ms. Harris asked Mr. Trease if he had experience in these labs and could give some examples or input into the labs.

Mr. Trease asked if the state is or is not planning on having the labs.

Ms. Harris stated the state will contract with a third party to operate the lab, which may or may not be the core service provider.

Mr. Trease stated he is with AT&T, they have a call handling lab and core services lab. The vendor will release a general version of their software and put that in their lab. They run tests over a thirty-day soak at minimum to look for any problem, and it's kicked it back until we're comfortable with it. He stated they throw it out until they're comfortable, to what he calls a first Office application, where a PSAP will test it live voluntarily, and once they've done their soak and they're comfortable, they will release it on all sites that call-handling similar with ESINet, there two parts, it's not as a call handling, its got to work with next-gen. Mr. Trease stated the next step is to take the call handling and run it through the next-gen side and make sure there are not any kind of issues with the next-gen side, that is the call routing side.

Mr. Trease explained that this is a detailed process, and he is speaking from a vendor perspective, even though he is on the Authority, this is an expensive endeavor for the state to undertake. To set up a lab, keep the software up to date, and keep trained technicians up to press every time something changes and bring in every time software changes and bring in people again and retest again. There is a lot that goes into that, and you have to set up an ESINet, too, because you have to test end to end. Mr. Trease reiterated that he was concerned about the state taking on this responsibility, even with a third party with the costs associated with it. He said personally he liked putting the ownership back on the vendors. That ESINet has been around for a while, about five years, and is pretty solid. He stated from his perspective, the vendors INDigital, T-Mobile AT&T, and Comtech, most have grown labs of some sort, and there's enough proven working ESINet, interoperability out there. From the state's perspective, the action can be put on the bidders that are going to bid on this, and obviously, references are huge talk to these customers and see who does work and who doesn't work. He stated that the state can go down that route, but it's a big undertaking to stay on top, and to pay it to AT&T it's a lot cheaper endeavor to throw that responsibility to the vendors. Mr. Trease stated this was his personal opinion, and this was a lot to take on.

Ms. Harris stated one of her concerns is cost, she asked if she would be taking on that cost as a customer or that a vendor will incur that cost and charge it back.

Mr. Terry explained that within the Strategic Plan, the state will offer, or will have a lab, the testing lab, for the core service, and the state will take on that cost. We're working through the connectivity policy right now. The vendors that we know today are not the only vendors that will come to the market, and people are going to continue to creep in, we've got to be very careful to make sure the state of Oklahoma does not become the test bed for everybody that wants to try to get into the market. It's all got to be controlled.

Mr. Terry stated he didn't want to disrupt the RFP process, which is why he is so concerned about answering these questions, but he agrees it's costly. The reality of it is this Authority will approve any contract and all the contracts going forward. We're doing all of our due diligence to do it in the most cost-effective way possible and provide the highest level of service possible to our PSAPs. However, we are right in the middle of the RFP creation process. We've got to be careful how we publicize that.

Ms. Harris asked if the term "state provided" could mean a variety of things. It may be at a vendor location, you don't know what it will be yet.

Mr. Terry explained it'll be a state-provided lab, and it will be up to the vendor to ensure that that works. The idea behind this also is to protect the PSAP. To initiate this into a contract to make sure that the vendor understands that you want to follow where the State's going with an ESINet core service at this time and make sure that when the state goes down in this direction, they have as many heads up as possible, with that injected into the contract to make sure that that the calling handling equipment vendor will work. That's the whole pretense behind this conversation.

Ms. Harris asked the term certify- what does that mean? Will there be a document they will fill out or will they fill out a document?

Mr. Terry replied they'll have to meet the requirements of passing the call through the system, along with the other i3 components.

Ms. Harris stated this just says they'll certify and undergo testing.

Mr. Terry stated they will still have to go through testing and meet the requirements to pass the call, and that's in the interconnectivity policy.

Ms. Harris asked if the point of this document is to get this language into a contract.

Mr. Terry stated the point of this document is to give this to your vendor and bring that back as a contract language to make sure that everybody understands.

Ms. Harris stated that is why she was asking, what language was being requested.

Mr. Terry stated he reached out to a couple of vendors who reached out to him asking about language like this. He stated he did not, we don't have anything like that, so we're gonna have to work on and make sure that everyone agrees this is good and that everyone is protected at this point.

Mr. Trease commented that the scary thing at the point was the language was ambiguous and it needs to be tightened up because that can be interpreted in so many ways. He stated he knew everyone would do their due diligence, but to talk to your adjoining states and see who stood up a lab. The only one who got close to turning up a lab was California, which is messy right now. Other than that he didn't know of any other states that have turned out a lab.

Mr. Terry clarified Oklahoma will not have a state-owned lab we don't have California money, and they're the only ones he knew of that have a state-owned lab. It's too early in the process right now to determine, whether will it be the core provider, will it have that lab, or will be a third party. Because the core provider may offer a third party to be their lab, I don't know. So I hate to say yes, this is what we're doing because we're in the middle of the process.

Before we go any further, Mr. Terry asked to poll any Authority members that may be either core service providers or associated with core service providers that may want to comment on Ms. Harris' question. No one asked to or raised their hand.

Ms. Harris asked that with the one change, changing technical requirements to put the name of the actual document, and number four...

Mr. Terry stated he would read through the document.

Mr. Curry asked Mr. Terry to call for questions about items one and two. Hearing none moved to item three.

Mr. Curry thanked Mr. Trease for his insight and expertise in his provided comments.

Mr. Terry read item number three, compliance with originating service providers always for testing the CHE solution provider must commit to facilitating completed connectivity testing with OSBs within the compliance timeframe, set for the OSB in accordance with the FCC report in order. Continuing, number four contract submission requirements, the applicant must upload a draft from the CHE provider from the provider with their grant application, the contract must reference the section and page number that corresponds to the requirement outlined above. A fully executed contract that is signed by both parties must then be uploaded to the grant portal within ninety days of execution.

Mr. Terry called for questions.

Ms. Harris commented on the second bullet point on number four, stating as a member of the grant committee there is confusion that people think they can execute the contract, and before the grant is awarded. Therefore she asked to add the words "after the grant is approved a fully executed contract". To clarify by this sentence they are supposed to get a contract.

Ms. Harris thanked those who worked on this, as it is complex and difficult.

Mr. Curry stated he hoped that this is a good compromise from what we are trying to accomplish on this. And Mr. Trease, does know he can not vote on this, but does this seem reasonable from an industry partnership?

Mr. Trease stated it does absolutely. You have to do diligence to not get caught as there are situations where call handling equipment is missed and people are still working on their core solutions, and you don't want to get caught in that trap. He commented the due diligence is spot on.

Mr. Curry commented that was encouraging, and this Authority has done a good job of managing and we still are going to be able to provide grants for the equipment that people need, but we're still being good stewards of the taxpayer dollars. So thank you to all the committees that worked on this. And Ms. Harris, thank you for your insight and changes to the language today.

Mr. Curry called for further discussion or questions.
Hearing none, a motion was made to approve the grant.

Mr. Bower stated for the sake of clarity, he advised that the revised version be read into the record and then a vote be taken on the revised version as read into the record.

Ms. Harris asked if the original motion should be voted down.

Mr. Terry explained it did not need to be, the original agenda item was modified to just approve this and be able to move forward, we should be fine to approve this, of the way we reworded the agenda.

Mr. Terry read the changes: Item number two bullet two, that will read the CHE must meet the technical requirements established by the Oklahoma Management Authority and adhere to the interconnectivity policy. The second change is item number four bullet two, after the grant is approved, a fully executed contract that is signed by both parties must be uploaded to the grant portal within ninety days of execution, and that's the changes that were discussed.

Mr. Curry called for motion with the updated language, a motion was made by Ms. Harris, and a second was made by Mr. Carrao. The motion passed with nine ayes and zero nays.

11. Possible discussion, revision, and action for the Authority's adoption of the proposed Oklahoma 9-1-1 Management Authority's 2024 Permanent Rules in accordance with 75 O.S. Sec. 303. The Notice of Rulemaking Intent for the proposed rule changes was published in Volume 42, Number 7, of the Oklahoma Register on December 16, 2024. A public hearing was held on January 20, 2025, and all proposed rule changes were subject to a public comment period, in accordance with Oklahoma law.

Mr. Curry read the proposed amendments for the permanent rules.

- a. The proposed amendments and/or additions via permanent rules include:
- OAC 145:15-1-2 Definitions;
 - OAC 145:15-3-2 Committees;
 - OAC 145:15-3-3 Meetings;
 - OAC 145:15-3-4 Reimbursement for member travel to Authority meetings;
 - OAC 145:15-5-1 Annual Reports;
 - OAC 145:15-7-1 Governing body eligibility and fee distribution data;
 - OAC 145:15-7-2 Escrow of Funds;
 - OAC 145:15-9-1 Purpose;
 - OAC 145:15-9-2 Application process;
 - OAC 145:15-9-3 Award process;
 - OAC 145:15-9-4 Grant administration and evaluation;
 - OAC 145:15-11-1 9-1-1 Operational Requirements;
 - OAC 145:15-11-2 9-1-1 Geographic Information Systems (GIS);
 - OAC 145:15-11-3 Next Generation 9-1-1 services (NG9-1-1);
 - OAC 145:15-11-4 9-1-1 Call Routing and Responder Requirements.

Mr. Terry explained these are the rules that were created and propagated by this Authority back in October of this last year. The Authority issued Emergency Rules towards the end of last year and immediately turned around and started the rulemaking process for Permanent Rules. The timeline was sped up this year. Which is the reason for this Special Meeting, is that everything has to be done, completed, and public comments along with a public hearing and approved by this Authority before February 1, which we are in line for.

Mr. Terry thanked Mr. Bower for his assistance and help.

Mr. Terry commented that it's challenging because the dates move every year.

Mr. Terry continued explaining this is what is already been approved. There were no emails or phone calls regarding the Rules that were published or comments at the public hearing or during the public comment timeline. No positive, no negative, and no request for changes occurred during the publication time frame. We propose to accept these rules as written and move to send those to the Governor's office, the House, and the Senate for formal rulemaking processes and approval.

Ms. McGhie asked in 145:15-9-2 states "Only governing authorities of a primary PSAP shall be eligible to apply for the Authority grant program as authorized by Section 2864.5 of Title 63 of the Oklahoma Statutes." The governing authorities are the PSAP itself like ACOG or INCOG.

Mr. Terry explained the governing authorities are authorized governing bodies, as cited in Title 63-2865 which is the list of governing bodies that we approve each year; we also approved governing bodies outside of that list. Those governing bodies would include INCOG and ACOG because they receive 9-1-1 fee money, or ACOG can receive 9-1-1 fee money directly. So they are recognized. We also recognize the Corporation Commission, as a partner for the GIS work that we have going on. Those have been included to ensure that they're governing bodies can receive this funding. Hope that answers your question, and SWOR will also be included. Mr. Terry apologized and corrected, it is the Conservation Commission, not the Corporation Commission.

A motion was made to accept the Rules as written by Mr. Carnagey, and a second by Mr. Griffith. The motion passes with nine ayes and zero nays.

12. Possible discussion and action regarding the following grant request:

Ms. Douglas provided the information on the grants requested.

Ms. Douglas stated the 2025 grant program started with \$7 million set aside. The state has so far granted an amount of \$1,069,105 so there's a balance of \$5,930,895.

APPLICANT NAME	GRANT TYPE	STATE AMOUNT	LOCAL MATCH	TOTAL REQUEST AMOUNT	RECOMMENDATION
City of Bartlesville	GIS	\$149,745.00	\$0.00	\$149,745.00	Fund
Oklahoma Conservation Commission	TRNG	\$296,664.52	\$0.00	\$296,664.52	Fund
City of Shawnee	TRNG	\$7,500.00	\$0.00	\$7,500.00	Fund
TOTAL		\$453,909.52	\$0.00	\$453,909.52	

There are three grant requests for consideration of the Authority.

- a. The City of Bartlesville is requesting funding for the City of Bartlesville and Washington County for a GIS remediation grant that would include GIS data remediation, ESRI ArcPro licensing, CAD schema changes and updates, GIS strategic planning and help with implementation with two years of Maintenance for a total of \$149,745 of state funding with no local match required.

Mr. Terry commented that this is one of the higher grant requests that were received, to clarify some of the additional requests that were made by the grant committee because of the way that Washington County and the City of Bartlesville are set up. The County does the 9-1-1 addressing and MSAG work for the county, along with doing all the MSAG work, they handle the addressing for the county, but the City does the addressing for the City and there's it was unclear the

processes in place to ensure that the work was getting to the 9-1-1 center, then, obviously, to the state repository. So when the initial request came in, some discussions and questions were pushed back. It was still unclear. The original amount was much less than this, but it pushed back and said felt a third party to help work through these processes and build these processes into their policy and procedures as it relates to the way that this GIS data will be modified and mediated in the future, and how it's going to get to the 9-1-1 center. Their vendor came back with a new quote to include what is necessary to help both the city and the county to fix some of these workflow, and data flow issues.

Mr. Curry called for any discussion or questions.

Hearing none, a motion was made by Ms. Harris to approve the grant request from the City of Bartlesville, Washington County in the amount of \$149,745 coming from state funds with no local match for GIS remediation, a second by Ms. McGhie. The motion passed with nine ayes and zero nays.

- b. The Oklahoma Conservation Commission is requesting funding for the annual statewide 9-1-1 GIS training, which includes five new trainings this year. Five new training courses, including ArcGIS Pro, MSAG Tools, Topology, and the 9-1-1 toolkit. This training is needed to create, sustain, maintain, and deliver the statewide data sets necessary for NG9-1-1 call routing; the toolkit class is critical training for getting 9-1-1 data into the state GIS repository. The request amount is \$296,664.52 state obligation and there is no local match.

Mr. Curry called for any discussion or questions.

Hearing none, a motion was made to approve the grant request from the Conservation Commission to a training grant in the amount of \$264,664.52 coming from state funds with no local match required by Ms. Harris, and a second by Ms. Brown. The motion passed with nine ayes and zero nays.

- c. The City of Shawnee requests funding to implement software that will provide all processes and feedback during training and will create an intelligent library of calls for simulation practice moving forward, the request amount is for \$7,500 state obligation, and there is no local match.

Mr. Curry called for any discussion or questions.

A motion to approve the grant request from the City of Shawnee in the amount of \$7,500 coming from local funds with no local match for training from Mr. Carnagey, a second from Ms. McGhie. The motion passed with eight ayes and zero nays. Ms. Brown abstained.

4. Committee and Staff Reports: (discussion only)

- a. Programs Coordinator update was given by Ms. Root, she reported earlier in the meeting on the Registration Forms but added that there were only two at the time of the meeting that are currently have started but haven't submitted their Forms, and those were discussed earlier. Out of the 126 PSAPs, 107 have submitted their forms, of which thirty-three have been returned for feedback and to either answer questions or to provide more information;

seven are awaiting a review from Ms. Root, and 79 have been completed. That's about 63% of the 126 PSAPs. Ms. Root commented those were fairly good numbers.

Regarding the Population Model or call boundary verification, Ms. Root reminded the verification letters are due Monday, February 17. Sixty-one letters have been submitted from the PSAPs, which is 48% of our 126 including the city of Catoosa. Eight of those submitted have concerns that we're working through with them.

The Ornament Exchange had twelve participants this year, which Ms. Root comments was a large number and higher than in previous years. She thanked those who participated and looked forward to next year.

- b. The Administrative Committee report was provided by Mr. Carnagey, who stated they've been working on language with the Ad Hoc Committee to allow for the grant language to be approved in this meeting.
- c. The Legislative Committee was reported on by Mr. Terry, Mr. Barnett was not in attendance. Mr. Terry mentioned before, that we're standing up the Legislative Committee again, with some new members. Since most of these bills will be released and publicized, Mr. Terry will be requesting permission from Mr. Barnett to send out updates and information to the Authority based upon items that you think will directly impact 9-1-1. He asked that Members watch their emails for things that are coming up.

The Legislative Committee will take your comments, your concerns, etc. We don't want to work in a vacuum. There will be a lot of work happening in the legislature between this meeting and April 3, when we meet again. Be watching your email, being prepared to look at the bills, comment on them, and ask questions.

Mr. Terry sent his appreciation to Ms. Root for her time spent going through and reviewing the 3500 bills, removing those not related to our interests, and flagging those that might be of interest. Narrowing those 3500 bills down to about 50 that may be of interest and providing them to Mr. Terry so that he can review those more closely. Mr. Terry thanked Ms. Root for the extra work, and for going above and beyond what she normally does.

Mr. Terry commented that the processes are working right now. A lot of bills have been drafted, but they're not fully complete yet, the next step is to watch and see where those bills go and what happens in this legislative cycle.

Ms. Harris asked if any of the Legislation he is seeing affects the revenue.

Mr. Terry confirmed with Ms. Root, who didn't believe so and he stated not that he has seen so far, but things could change tomorrow.

- d. Grants Coordinator update, Ms. Douglas had nothing further other than the grant requests that were completed earlier.

- e. Technical Committee report was provided by Mr. Curry, who stated in the last meeting they voted to have Mr. Coonfield and Ms. Cardwell work on creating the cyber security policy. They have drafted that, and the Technical Committee will be going over that to make some final changes, to have that in front of the Authority at the April 3 meeting for approval. The Ad Hoc Committee, as you know, just voted on the changes to the call-handling equipment. Thank you to the entire committee for all their hard work on that. The Committee continues to work on the NG9-1-1, RFP, and we are extremely hopeful that before the next meeting of this Authority, it'll be released, and then we can talk about it and ask questions.
- f. A Technology Coordinator update was provided by Mr. Coonfield, he informed the Authority he has been doing cybersecurity assessments with Ms. Amy Cardwell, the Cyber Security Specialist. He informed the Authority they have completed nine to date and fifteen total. Since the last meeting, they have completed Marlow, Duncan, Rogers County, Jenks, Skiatook, and Grady County.

The GIS RFP is currently and remains under legal review, and he stated he will report to the Authority when the vendor list has been approved for release. Mr. Coonfield commented that Mr. Terry had mentioned, that they have been working on the RFP language, as well as the interconnectivity and cyber security policy, explaining they will be seeking input from the Technical Committee and other committees for additional input when developing that, and will have that for the Authority at the April 3rd meeting.

The 9-1-1 Coordinators Workshop will be in Norman, on May, 8 and 9th. The official announcement will be made once the purchase order has been signed. More information will be on the website as well as Virtual Academy.

GIS Day at the capital will be held on Wednesday, March 5.

- g. The Operations Committee update was provided by Ms. Brown, who reported the Committee has been working on the approval of the local training programs, Ms. Goodner received all the training reports back, and a rubric and a subcommittee were created to review the local training. There were three that needed to be reviewed to make sure they were meeting the state training requirements, and whether or not any supplemental or state-provided training was necessary to meet those requirements.

The Committee has been discussing some regional training opportunities, such as courtroom testimony, retention, workplace culture, quality assurance and improvement, and other local or other higher-level training to develop professionalism.

- h. The Training Coordinator update was provided by Ms. Goodner, who first introduced the new 9-1-1/988 Liaison Ms. Tammy Koehn and allowed her to introduce herself.

Ms. Koehn stated she started her career in 1996 in Utah as a Dispatcher. About seven years into that, she transitioned to a supervisor position there, and then in February 2014 she accepted the position as the 9-1-1 Director at the City of Moore until she accepted the position with the 9-1-1 Management Authority.

Ms. Koehn has 29 years of experience. Having learned and worked in many roles such as tactical dispatch for the state of Utah and supervisor experience, she stated she was ready to do more on the stateside, more than just working at a center level- ready to branch out.

Ms. Goodner stated that in the last few weeks, she has had the opportunity to work with Ms. Koehn and has witnessed her perspective and it's been a great experience.

Ms. Goodner provided the Virtual Academy update. Virtual Academy users are up to 1,514 with 123 active sites. 715 enrolled in the NENA Core Competency training, which is the 40-hour course, which 455 have completed. 740 enrolled in the online T-CPR with 613 having completed that course.

Ms. Goodner commented that since the deployment of the site, there have been several other courses taken that are not a requirement by the state, which shows the value of the site and the dedication of the telecommunicators. Ms. Goodner stated how proud everyone should be of how hard these people are working and working to meet these standards. Ms. Goodner continued by saying how amazing it has been to be part of that journey. She stated she is getting emails just letting her know a course has been finished, not because they have to, but because they want to because they're excited.

Ms. Goodner thanked the Authority for their support of this program. She stated she knows the numbers come in slowly, but in the long term, the value of this program, it's worthwhile.

The training declaration forms, there have been 97 received signed forms with approved training plans. There have been four sites that have submitted signed forms and have also submitted in-house curriculum, which has gone to the subcommittee for review. Only one doesn't have Virtual Academy. Three of those, if there is an issue with theirs, have access to Virtual Academy at some point and can start that almost immediately.

Ms. Goodner reported six sites have communicated that they're in the process of completing the form, either having difficulty getting someone on site to sign it, or they have mailed it and just haven't received it yet. Sixteen sites still have not submitted the forms. However, all of those sites do have Virtual Academy, so they have access to the 40-hour course and T-CPR. Ms. Goodner stated she would continue to reach out to ensure compliance.

Mr. Curry welcomed Ms. Koehn and thanked Ms. Goodner for sharing the numbers, and how Virtual Academy has been received.

14. State 9-1-1 Coordinator Report to the Authority was provided by Mr. Terry. He reported the training forms that were mailed out in December about twenty-five are missing. He asked those who were in attendance or listening online if you have questions about those to contact Ms. Goodner and if they were holding onto a training form to turn them in. Mr. Terry stated he anticipated that at the April 3rd meeting, the Authority would be requesting public hearings for those PSAPs that are not in compliance with the 40-hour course or T-CPR that is required by state statute. He said It was being pushed to request the public hearing at this meeting however, with all the positive work being done

and everything that happened in December and early January, such as the feedback that we're receiving, it didn't seem right to jump straight into taking action. However, we are behind the curve regarding the statutory requirement requiring this to be completed by June 30, 2024. Mr. Terry stated we need to know what is being used to train, to vet that, and to make sure that it meets the training requirements the state sets forth. If not, we will be taking action or requesting action to be taken to escrow funds until the PSAP comes into compliance.

Mr. Terry applauded Mr. Coonfield's negotiation skills in finding a location for the 9-1-1 Coordinator Workshop. It was pretty tough, as the Workshop has grown and added attendance this year, allowing the PSAP main contact to bring their primary and backup person. Unfortunately, there will be cutoffs as it relates to the number of rooms we'll have available: first come, first serve. Other rooms will be available, there just won't be enough rooms funded by the Authority. It's a great location, the Embassy Suites Norman. Mr. Coonfield was able to secure a state contract and able to work with the venue to secure great deals, at a discounted rate. Great job Mr. Coonfield.

The City of Catoosa is moving forward, although there have been a couple of delays, with a couple of their equipment installs with the vendors specifically, but, other than that they are moving forward nicely. Mr. Terry commented on his excitement regarding their progress and was very happy with Mission Critical's involvement. Mr. Terry mentioned Ms. McGhie's motion she made to request help for the City of Catoosa, which has been very helpful to both sides. Being on the weekly calls they are doing things the way they should be done.

Mr. Terry reported on local meetings. Met with the City of Skiatook and had a southern county meeting. Mr. Terry stated he thought the meeting would be about virtual consolidation, which it was, but it was also a lot of roundtable discussion with the Osage County 9-1-1 center. He stated one of the biggest things that came out of it was regarding expectations and resources. Expectations have risen and we've outmatched our resources about twenty years ago in the 9-1-1 center. Continuing to add and add and add without adding any additional resources or tools in place to make things effective. During this meeting, they went to a new fire toning system, but this fire toning system was duplicated. They had to put it into their CAD system and then turn around and put everything back into the fire towing system. That's the expectation, which makes them have to double-enter everything. While these fire chiefs were in the room, Mr. Terry stated he stopped everything and explained he needed them to explain what the process was to tone the fire department. After the explanation, all the fire chiefs agreed they had no idea that was the process. There's no integration. As continuation forward happens, the push for efficiencies needs to happen as well, along with the push for ensuring the right resources are there to meet the expectations or we need to compile our expectations and get the technology necessary to make things work better. This is a big thing, something that Mr. Terry says is on the forefront every time he walks into a room and has meetings. This is well received once they finally realize, then things start happening.

Mr. Terry met with Alfalfa County, a similar type of conversation, but Alfalfa County invited him, Grant County was also in the room to discuss either a consolidation or virtual consolidation with multiple counties in that area. What would that look like, and who should be invited to the table to discuss those things. They are putting together a group, with a minimum of four counties that will include a county commissioner, the head of the dispatch center, the Sheriff, and the Police Chief, possibly, a third party to get together with all four counties to discuss how they can do better. There have been a lot of COOP plan discussions during that conversation. They asked Mr. Terry to come back and help facilitate that meeting and discussion and help keep them on track.

Mr. Terry reported on the national coordination and prioritizing of federal initiatives. He explained that every Friday, because Mr. Terry is the Secretary of NASNA, he can join a call with iCERT and NENA as NASNA, along with other critical 9-1-1 leaders at the national level. There are a lot of discussions about the federal side of 9-1-1, such as funding the 9-1-1 SAVES Act, etc. One of the critical components we have right now is 911.gov does not have the proper governing authority at the federal level to inject into 9-1-1 at the state level, nor do they have the funding. Mr. Terry stated he is pushing that as a federal initiative for iCERT and the other components to support the federal 9-1-1 office and give them what they need to be able to help move things forward. When looking at Forest Guides and state-to-state interconnectivity, what does that look like, and how can you do that without some type of federal influence.

Mr. Terry announced that 9-1-1 Day at the Capitol is Friday, February 21, from nine o'clock until three o'clock. There is a planned combined OklaNENA and OKAPCO meeting that will happen to kick the day off. Mr. Terry stated he believed the meeting would be at nine o'clock room, the location to be sent out later, but hopefully, the meeting will be at the Capitol, that may not happen due to the session being in, so it may be over at the Authority offices in the Will Rogers building. OklaNENA and OKAPCO helped Mr. Terry put this together. A question that has come up was if we would be offering a table to vendors; there have been a few vendors reaching out to us and asking if they could have a table- Mr. Terry stated absolutely! We want to ensure that everyone understands that if you're a vendor, we want to extend a table to you to help support us in pushing 9-1-1 forward. So I just want to make sure that that was clear to everyone.

Mr. Terry stated he would be attending the NENA conference 9-1-1 Goes to Washington, along with Mr. Sharpton, Ms. Brown, and Mr. Ben Smith of the City of Woodward. There are two major initiatives that NENA will be pushing during the conference. The first is to continue to support a spectrum auction. A spectrum that is being looked at, which has been tabled, or the bills have been pushed back from the federal side. It has to do with frequencies that Mr. Terry believed are currently owned or managed by the Department of Defense. There's a bill out to auction that spectrum off. It's billions and billions of dollars; they're trying to earmark funding for next-generation 9-1-1. They've asked for fifteen billion for the last several years. Now they're pushing back, saying they don't want to put a number out there, they're going to ask for a portion of that spectrum auction money and bring 9-1-1 to the table to talk about it.

The 9-1-1 SAVES Act continues to push to reclassify 9-1-1 telecommunicators as first responders. Mr. Terry said that we're near the time frame when the federal government will look at these positions but, continuing to push forward to make sure it's important. Mr. Terry commented, asking everyone to please work with your HR department to ensure that your job descriptions are inclusive of everything that you do. They'll call random agencies, and Oklahoma agencies will get called by the federal government, asking for a copy of job descriptions. For example, if it says that you have to type 45 words per minute, and you have to be able to write at a certain level, etc. they're looking at clerical positions. If there's a critical component- computer-aided dispatch, 9-1-1 equipment, etc. add in what they are running and what they are doing. The idea is to ensure that's injected in there.

Ms. Goodner and the Operations Committee have drafted an example job description that's sharable as an idea of what direction the job descriptions should go. Please look at your job descriptions, it's one of the three critical components: technology, training, and job descriptions. Mr. Terry reported the push for assistance with 911.gov and the Federal 9-1-1 office to receive the proper authority and the proper funding to continue to move forward. Representative Cole plays a major role since he

chairs the budget committee that oversees that. Therefore, there's an opportunity for Oklahoma to help on the federal level side.

15. Chairman's Comments. (discussion only)

Mr. Curry thanked staff for their hard and behind-the-scenes work. He thanked and appreciated the Authority members who volunteered their time to move 9-1-1 forward. He thanked the guests in attendance for taking the time out of their day to attend the meeting.

Mr. Curry announced that Ms. Vicki Atchley's husband passed away, and asked us to keep her in our thoughts and prayers.

Mr. Curry shared his excitement about all the things happening in 9-1-1, the committee work, and all the work that goes into moving 9-1-1 forward.

Mr. Trease asked if the meeting dates list that was in the packet were correct.

Ms. Root explained the grey dates are dates to use in case a special meeting is needed.

Mr. Trease asked if the year should be 2025 instead of 2024.

Ms. Root concurred, yes they are and it will be changed.

16. 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 (5) 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. Curry read the public comments note and no one signed up to speak after reviewing the guest sign-in sheet.

17. Adjournment.

Mr. Curry called the meeting adjourned at 2:45 pm

NOTE: The Authority may, at its discretion, discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or choose not to take up any item on the agenda.

The minutes of the special meeting dated January 23, 2025 of the Oklahoma 9-1-1 Management Authority have been reviewed and approved on this the 1st day of May, 2025.



Mark Sharpton
Authority Chair