



Oklahoma 9-1-1 Management Authority  
Regular Meeting Minutes  
Thursday, May 2nd, 2024 at 1:30 PM

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

Ashley Woodall	Greg Fisher
Belinda McGhie	Justin Carnagey
Ben Curry	Mark Sharpton
Brent Hawkinson	Mary Harris
Christina Brown	Nicholas Carrao
Clay Sander	Shaun Barnett

*A quorum was present with twelve members in attendance.*

Oklahoma 9-1-1 Management Authority staff present:

Mr. Lance Terry	State 9-1-1 Coordinator
Ms. Stacey Root	9-1-1 Programs Coordinator
Ms. Karen Douglas	9-1-1 Grants Officer
Mr. Michael Coofield	9-1-1 Technical Coordinator
Ms. Gwen Goodner	9-1-1 Training Coordinator

2. Welcome to members of the Authority and guests in attendance.

Chairman Carangey welcomed the Authority members and guests in attendance.

3. Possible discussion, revision, and vote to approve the minutes from the March 7, 2024 meeting.

The March 7, 2024, was requested to be tabled until the June 20th Special meeting.

Chairman Carnagey called for discussions or questions.

*Hearing none, a motion was made to table the March 7, 2024 minutes until the June 20th special meeting was made by Mr. Sharpton; a second by Ms. Woodall. The motion passed with twelve ayes and zero nays.*

4. Possible discussion, revision, and vote to approve the financial reports for the months of January and February 2024.

Mr. Terry introduced the finance report provided in the meeting packet; he reviewed and explained the revenue and expenses from within the report. Offered to answer questions.

Chairman Carnagey called for discussion or questions.

*Hearing none, a motion to approve the finance reports for the months of December 2023 and January 2024 was made by Mr. Barnett; a second by Mr. Hawkinson. The motion passed with twelve ayes and zero nays.*

5. Possible discussion and presentation of the “Emergency Telecommunicator of the Quarter Award” to Ms. Brittany Graves (Adsit) of the City of Tulsa for the 4<sup>th</sup> Quarter of 2023; and Ms. Stephanie Henderson of Oklahoma Highway Patrol (Lawton).

Mr. Curry introduced first, Ms. Brittany Graves, who was nominated for the Emergency Telecommunication of the Quarter, “Ms. Graves is nominated for her exceptional contributions to public safety, unwavering dedication, and outstanding performance, and were recently demonstrated in two critical incidents, her skills proved instrumental in saving lives.

Ms. Graves received a distress call from a woman on an open line, her keen attention to detail allowed her to swiftly discern the urgency of the situation. Despite no answer to her prompts, she maintained composure and actively listened to identify the caller as a victim of domestic violence and was actively being beaten and verbally assaulted by recognizing the immediate danger, she stayed on the line with the victim while she ran the coordinates to determine the caller’s location, providing crucial information to the responding officers. Brittany was also able to quickly recognize the sound of a child playing in the background. The victim was able to briefly return to the line to confirm the address. Ms. Graves was able to compassionately let the victim know we were listening.

Thanks to Ms. Graves's quick actions, law enforcement officers were able to respond promptly and apprehend the assailant, preventing further harm. Ms. Graves's dedication to her role as an Emergency Telecommunicator shines through corrective listening skills and prompt coordination with law enforcement and was instrumental in a successful intervention. Showcasing our commitment to the safety and well-being of those in distress. Without her attendant response to the background noise and efficient call handling the outcome could have been vastly different.”

Mr. Curry introduced Ms. Stephanie Henderson, from the Oklahoma Highway Patrol, in Lawton as the Emergency Telecommunicator for the Quarter. Ms. Henderson, who has 23 years of experience, is the last wight with the Highway Patrol. Ms. Henderson is a certified incident tactical dispatcher, often volunteering to dispatch for law enforcement exercises and events. In January 2019, she dispatched for the Governor’s inaugural ball at the Cox Convention Center in Oklahoma City.

Ms. Henderson is versatile and amazing, she is kind and makes an obvious choice to serve on the Oklahoma Highway Patrol's previous wellness program for the officer of the Citizen’s Program. She always has a positive attitude and her skills combined with kindness make her a pleasure to work with. Well, Ms. Henderson’s skills are certainly impeccable, it goes unnoticed how she constantly is rooting for her co-workers to succeed. She has been involved in training new Dispatchers in every center she served in, as well as traveling to other centers to train other communications officers who are struggling. Ms. Henderson makes sure to complement her coworkers when she sees a job well done; in the same respect if she sees someone struggling she doesn’t hesitate to

step in and help her partners in the right direction, doing so in a manner that is not abrasive and lifts her partner's confidence.

Ms. Henderson is always good for a few laughs, which is so important in this high-stress environment; she certainly brings light into the dispatch center. She's held many roles in her career, including an EMR with Greenville Indian service, and currently serves on their board making sure that southwest rural Oklahoma has dependable EMS.

All of these reasons and so much more are why Ms. Stephanie Henderson deserves to be honored as the Emergency Telecommunicator of the Quarter."

6. Possible discussion and presentation of the "Emergency Technologist of the Quarter Award" to Mr. Ben Smith of the City of Woodward for the 1st Quarter of 2024.

Ms. Brown introduced the nominee for Emergency Technologist of the Quarter, Mr. Ben Smith from the City of Woodward.

"Mr. Smith is the main person that our different committees go to across the state to complete our surveys or online surveys of their website, social media flyers for the Public Safety Conference, the APCO, and NENA statewide training; he has recently been an instructor and taught for the 9-1-1 Coordinators across the state about CAD and call processing equipment."

7. Representatives for the City of Catoosa, Oklahoma's public comment as to their plan to become a certified stand-alone primary Public Safety Answering Point (PSAP) and eligible governing body eligible to receive 9-1-1 funding.

Chairman Carnagey introduced the action item, adding each speaker will have five (5) minutes to present to the Authority.

Ms. Mackenzie Hill stated she would keep track and keep a record of time. A lot of people who are signed up for public speaking did not indicate who they would be speaking to, the City of Catoosa, Chief Ronnie Benight, and Representative O'Donnell. Ms. Hill kept time reminded those speaking of the five minutes allotment, and for those on the Authority, this is only for public speaking, and not for discussion.

Chief Ronnie Benight, "Thank you guys for having us back, like I told you at the last meeting, we promised that we have any additional questions answered, and taken care of, we have done that and sent that to Mr. Terry and he distributed it to everybody. Since June of last year, we have done our application process. We've come to this point almost a year later, and hopefully, we get an answer today that supports the hard work that we've done.

We are not getting worse. We've got the best equipment. We built the new facility as a hardened facility. So not just us, but other people in the county area, if we have a disaster, it's gonna take a whole lot to knock us out. We're gonna welcome and work with everybody that we can.

There were questions concerning the transfers. We have eliminated every transfer, and we talked about the consolidation. We're taking the City of Tulsa, Tulsa County and we're consolidating our facilities, if you look at it that way.

So there was an interface, we knew we were addressing the EMS questions in the interface that we didn't know about which they had it for the last five years, and it wasn't being used. So we have not gotten an interface and not only us, but we will be able to share that with Rogers County, which, we've done a partnership as you guys requested, and worked out, so everything's gonna be in one spot.

Our Fire is going to be able to see the call on their monitors at the fire station. The president of EMS is going to see called so they're going to it see before it gets dispatched, as soon as it hits the screen in Rogers County, it will hit their screens as well, and notification will be immediate. So we've answered those questions. Nick was a godsend, with DPS, for the OKWIN connection, really was important in getting that done.

So in regards to what we've been asked to do, I think we addressed all those questions. We've done everything that we've been asked to do, and our community needs this. We're talking about lives, which calls go right now into three different facilities; would you want that in your community? I don't think so. You know, I live in that community, I work in that community, and I represent those people as the Police Chief. I must protect them. Okay. And they have, as I said, they've asked for it and they provided us with the means to do it. I think we have done everything, asked, we cut no corners We a Motorola city, and we will be for years and years.

I've also talked with Ken Stewart of Tulsa County and will be working out the arrangements. As far as the 9-1-1 fees for this coming year and our contracts we'll have well a better direction as to when we can get operational. So we're ready to go to work. Appreciate it. Thank you."

Ms. Hill introduced rep. Donnell.

"Thank you, members. Thank you, Chairman, for allowing me to say a few words. You know, fast and efficient emergency response is the cornerstone of any community, and it's really important to Catoosa.

So I've represented that community here in the state capitol for twelve years, and I've never seen an outpouring of community support for any initiative like I have the combined fire station, police station, and dispatch; just the dispatch center and coming along, there's probably going to cost about \$2.2 million. So our community got together and voted and passed taxes upon themselves, to have a better and more efficient emergency response.

Now, I know there have been a lot of questions along the way and this application has taken some time. I don't know if there are any questions still in your mind, but in this building, I deal with thousands of bills every year, and I would ask you if there is a question in mind- we have an old saying don't let the perfect get in the way of good. What that means is simply, if working in the right spirits, the city remains committed to working with this Authority, we will continue to work and resolve any outstanding issues if there are any.

Appreciate your help. I appreciate your service on this board because I know sometimes these are thankless jobs. I certainly sat on city government committees before I got into the State House of Representatives, and I know that it's a chore. I appreciate your community spirit and your

entertaining our application, and I stand ready and willing to work with anybody on anything, that I can do to help this application; I sure appreciate it. Thank you so much, Mr. Chairman. Thank you, members.

Ms. Hill thanked the speakers and stated they were the only two signed up to speak for Catoosa. The last call was made for speakers. None made.

8. Possible discussion, revision, and/or vote upon the Ad Hoc committee's recommendation to approve/disapprove the City of Catoosa's plan to become a primary Public Safety Answering Point (PSAP) and a governing body eligible to receive 9-1-1 funding.

Mr. Chairman introduced the action item and addressing the Authority explained the process the Ad Hoc Committee took in reviewing the application from the City of Catoosa.

The Ad Hoc Committee reviewed the last submitted documents, there are a total of four submissions, the last one is provided in the meeting packet, and the others are available using the link in the packet.

The Ad Hoc Committee did not take a stance of disapproval or approval, directly in the letter. Each board member will be able to vote, however they feel their position represents either adding a new PSAP or the documents that have been submitted.

Mr. Chairman called for any discussions or questions.

Ms. Harris commented there seems to be a real need for this in this area. Because of the growing nature of the community has dispatch issues that they're trying to resolve; however, the only thing lacking, with a recommendation is that if we go forward with just allowing the PSAP to support them by providing a consultant, maybe through a grant that helps a 9-1-1 consultant, not an IT consultant, but someone that can ensure they don't fall into any of the pitfalls as they go through this.

Mr. Sharpton asked what the reason would be for not approving, and stated this question was coming from someone who's only been on the Authority for a year. Why wouldn't we want another PSAP service and assistance?

Mr. Chairman stated he would respond and then allow anyone to respond in response to Mr. Sharpton.

The goal and the legislative intent of House Bill 1590 which was passed last year, was to try and move towards consolidation and fewer answering points. Mr. Chairman noted the City of Catoosa had some valid points about issues, with transfers, etc. along with much discussion with Catoosa back and forth to try to determine if another option like going in with another PSAP and then branching off of that which has been discussed quite in depth. The other is there's been a lot of change to that plan. If you look at the first plan submission, which is headed in a different direction than the first two submissions. These are the concerns that the Ad Hoc Committee, which the previous letter which was in the packet, which at the time was to deny due to missing

information. The last document does say that the Phase II documents that were requested were submitted with the items requested.

Mr. Chairman provided an opportunity for other Committee members to comment.

Ms. McGhie asked Chief Benight if he was indeed ready to deploy.

Mr. Terry explained to Ms. McGhie that the question could not be directed to Chief Benight directly, but could be asked and directed to the Authority.

Ms. McGhie stated she noticed there wasn't a timeline, and therefore she agrees with and supports Ms. Harris' recommendation if the motion passes with strong consideration to develop a grant to assist a project manager with more experience to help navigate setting up a 9-1-1 center, which is not an easy task. This will require expertise there too, to be able to avoid problem areas.

Mr. Curry added to the comments made by Mr. Sharpton, commenting that one of the reasons the Haiden Fleming Memorial Act (HB1590) passed was the legislative wanted no new PSAPs. Also, going through any big-level consolidation classes, RPL or the CMCP program, the final project is a consolidation project, from the FCC down a consolidation is requested. Mr. Curry stated this statement was not a stance on his vote today, but a response and sneer to Mr. Sharpton's question of why.

Mr. Sharpton responded by stating the way he understood it, Catoosa had begun the process before the new law with the citizens of Catoosa having an investment in becoming a PSAP.

Mr. Carnagey called for questions.

*Hearing none the original motion by Mr. Sharpton was amended to include the recommendation by Ms. Harris, to include a 9-1-1 consultant to assist with and during the standing up of the Catoosa 9-1-1 center along with the original motion to approve the City of Catoosa's application for a new 9-1-1 center. A second by Ms. Harris. The motion passed with seven ayes. The following voted nay: Ms. Woodall, Ms. Brown, Mr. Sander, Mr. Carnagey, and Mr. Barnett. The motion passed.*

9. Public Comment period for Creek County, the City of Bristow, the City of Drumright, the City of Mannford, and/or the City of Sapulpa as to the proposed change in PSAP boundaries.

Mr. Carangey introduced the action item.

Ms. Hill called for representatives from the City of Creek County, the City of Bristow, the City of Drumright, the City of Mannford, and the City of Sapulpa. It was confirmed that no one from the aforementioned cities or county signed up to speak, and when offered the opportunity to speak they declined. Ms. Hill stated there would be no public comment period.

10. Possible discussion, presentation of written comments received by the Authority, revision, and/or vote to approve the boundaries for the five (5) PSAPs within Creek County.

Mr. Carangey introduced the action item and yelled at Mr. Terry.

Mr. Terry reminded the Authority of Sheriff Bret Bowling presented at this body, followed by a letter of response sent back to the Sheriff to address the questions he had posed to the Authority. Mr. Barnett drafted, on request of the authority the response letter that was sent back to Sheriff Bowling.

There has been work at the local level boundaries are, local issues need to be determined locally what they call answering boundary. The Authority office pushed that back, which is what the letter stated, in essence. Since that letter, the County Commissioners sent a resolution, to Sheriff Bowling, approving the change of certain emergency service number areas ESN areas to be moved from various PSAPs, and those various piece apps would be the City of Drumright, the City of Bristow, the City of Mannford, and the City of Sapulpa; and those areas surrounding those municipal boundaries would be moved to the Creek County Sheriff's Office as the primary answering point. Currently, the municipalities in that area serve as the primary answering point for the municipal city limits, along with an extended area. Mr. Terry stated he didn't know for a fact, but assumed to be the fire districts for those areas.

The county had a resolution, they voted approved moving those ESN boundaries and sent that to the Authority office. The City of Sapulpa had concerns and wrote a letter stating they did not feel that was the best for the citizens in that area, and the population around them. In response, Chairman Carnagey and Mr. Terry spoke with Ms. Hill at the Attorney General's office. Ms. Hill provided direction and research, which helped write a letter of support for Mr. Carangey that was sent back to the City of Sapulpa stating the governing body for the area has a right to choose the services that are provided for the citizens within their governing area. That said, the city of Creek County, County Commissioners has the right to be able to provide the services that would include being the primary PSAP for that area.

There's been some contest following the approval from the County Commissioners, therefore, new maps were sent out, based on Creek County and advice from the AG's office to push things back to the municipal boundary and asked they be verified just as the verifications go out for the Population Model process.

That verification led to a "request to change," as in the normal yearly process. Multiple responses to that request, we received two letters from the City of Sapulpa were received stating they do not support the change, along with two from the City of Mannford not supporting the change. A letter supporting the change and a letter to not support the change was received from the City of Drumright; as well as a letter not supporting the change from three volunteer fire departments in the Drumright region. Nothing was received from the City of Bristow.

Mr. Terry continued to state Creek County sent their letter of support, agreeing with the boundaries they're requesting for change. Mr. Terry reminded these documents were included in the packet and a link for the additional documents to access online. He offered to answer questions.

Mr. Carnagey called for discussion or questions.

Ms. Hill commented the legal counsel provided was from Ms. Hill as the legal council assigned to the Authority, to the Authority as a client. The information provided is not the stance of the Attorney General's office so it's not binding by law. The legal advice given is consistent with Title 19, of the Oklahoma statute in your government statutes. Ms. Hill stated she assisted with guiding the legal response to Creek County and the City of Sapulpa. To clarify, on the record, there was no proper guidance from the Attorney General's office, and was the legal opinion, of the Authority counsel to help maintain compliance.

Ms. Harris commented, that while reading the correspondence back and forth, there was a lot of discussion about changing Emergency Service Numbers (ESNs), and Ms. Harris stated she felt the letter that was sent from the Authority, by way of the guidance of the legal council, it seemed to give the idea to the different agencies the ESNs can be changed by the guidance of the Authority. Ms. Harris stated this was untrue; the Authority has no say over the ESNs, this is local jurisdiction only, and much of the content within the letters was in response to changing ESN information. Ms. Harris recommended stopping this immediately to prevent a determination that the State is creating responses. This would be a bad assumption to have out there.

Ms. Hill stated from a legal standpoint, the action was to try to identify boundaries based on ESN numbers rather than true area, but Ms. Harris' point was valid. Moving forward, she will bring this up to the Authority, and going forward speaking on land area and not saying the ESN if there is no control over it.

Ms. Harris stated the Authority only has authority over the PSAP boundary, therefore, should have been referenced in PSAP boundaries, not ESNs. Ms. Harris commented if someone were to tell her her area PSAPs were connected to what ESN in response to funding, she would be upset.

The concern is twofold, PSAPs think that the response is going to change, and the revenue will change. The revenue portion is based on the PSAP boundary; the process of changing the PSAP boundaries, states, that after all impacted areas have reviewed, responded, and agreed to the area change, the information will be delivered to the Oklahoma Office of Geographic Information. However, there is no agreement on the change, and according to our processes, moving forward without agreement is not possible. Ms. Harris asked if this was correct.

Ms. Hill responded, saying the legal implications of that are that the governing body, the county has the authority, as Mr. Terry stated, to provide the services. The City of Sapulpa provided there was some sort of cooperative agreement in place to receive funding and as the people providing that, there was this agreement in place, and there was not a need to provide proof of that; that was never provided. Therefore we have to assume there was no proper agreement, because of an unincorporated area according to Oklahoma law. The county has jurisdiction over that.

Ms. Harris interjected, saying that there has to be a written statement, that they all agree on the change. Ms. Harris said there may be a need to change the process to say you can dictate who's going to change and who's not; but as of now, that is the approved process.

Mr. Carnagey called for further discussion or questions.



Mr. Sharpton asked if the county was the one in charge of setting it initially.

Ms. Harris confirmed Mr. Sharpton's statement, saying they have the burden of making that change and the liability that comes with making those changes. Ms. Harris stated she didn't want this board to be liable for making changes.

Mr. Sharpton stated he thought the Board of County Commissioners did pass a resolution changing their boundaries, inside their jurisdictional boundary in Creek County. He made a motion to approve the changes.

Ms. Harris replied there was not an agreement for every jurisdiction, and it would impact all jurisdictions.

Mr. Carnagey attempted to move to the next action item.

Ms. Harris asked if there was a letter or notification that could be sent to clarify there is no authority over the jurisdiction over the ESN and it was never the intent to say otherwise.

Mr. Terry stated we can certainly work with Ms. Hill to clarify that. The ESN was sent by the local County Commissioners in the resolution county commissioners in the resolution, called out because it was the change to the ESN that they requested, not the Authority.

Ms. Harris asked if the County Commissioners believed the change would be made by the Authority.

Mr. Terry explained that they were not under that understanding. That meeting with Creek County on multiple occasions and Creek County is aware of the change, to the MSAG and they're already working towards it and therefore know that is happening. The county wanted to clarify locally exactly what they were trying to accomplish. The county worked with Ms. Barbara Gibson with INCOG, to collect the ESNs to clarify what they requested for the change.

Ms. Harris commented she felt Mr. Terry had more information because he was able to verbalize this and she was only able to speak on the documents that were produced.

Mr. Carnagey called for further discussion or questions.

*Hearing none, a motion was made to approve the requested changes for Creek County outlined in the meeting packet letter by Mr. Sharpton; a second by Ms. McGhie. The motion passed with ten ayes and 2 nays from Mr. Hawkinson and Ms. Harris.*

11. Discussion, presentation of written comments received by the Authority, revision, and/or vote to approve the eligible bodies, land area, and population percentages for entities entitled to receive 9-1-1 telephone fees for FY 2025 per 63 O.S. §§ 2864(5).

Mr. Terry reminded the Authority of the annual collection of information to verify 126 PSAP call boundaries for fee disbursement. Reminding the Authority of the change to the way the fees are collected after the passing of House Bill 1590. There was a major change, specifically in real

Oklahoma as it related to population changes. This was addressed by the Funding Sustainability Grant, which was utilized to fill the gap until House Bill 1590 could be put into place. There was a lot of discussion relating to the statute and processes that say "census data" and it points back to census when you look at the census data; the census data does not follow the PSAP boundary or the land area of a PSAP. It does not follow that and there are different blocks, blocks based on population, and based on when they collect information, and does not follow municipal boundaries.

There were two different methods reviewed, and the two different methods were used. The first is the method used each year, which uses the ESRI tool Community Analyst. This has been used since 2017 to determine the population by taking the information provided and plugging it into polygons outlining the PSAP boundary. This is entered in Community Analyst to get a population estimate. The population estimates that we've been using up until up until now.

Mr. Terry continued to explain, that when comparing to the 2020 Census, there were more aggressive changes as it related to the Community Analyst, which impacted about 50% of our PSAPs more drastically. There is still an impact using census data, but it would have been a lesser impact using census data versus the Community Analyst tool.

Mr. Terry commented that he and Ms. Harris had discussions a year ago, regarding what the law says and what was done. Mr. Terry reiterated two different processes were followed. The ESRI tool for one calculation and the second calculation came from the Census estimates provided by the Census website for county information.

The county census estimate, which when reviewed is fluid, with changes each year; but those changes are not as drastic as the ESRI tool. We determined we would make the recommendation to the Administrative Committee to provide a formula using the census county data from the Census website.

There were a couple of different methods used to determine that, the first is if the PSAP boundary was the entire county, the county Census number is used. If there were multiple PSAPs within the county, or a PSAP in multiple counties, every county was looked at using the ESRI tool to determine a percentage of the population using ESRI data. Again, we took the county, looking at all the PSAPs in the county, ran it through ESRI to get a population percentage. That percentage was applied to the Census county population, which determined the population within that county.

There were certain areas in which certain PSAP would fall into multiple counties, the City of Blanchard in McLain County is in Grady County. In reviewing this area, there were two different numbers for Blanchard PSAP one for McClain County and one for Grady County. Those numbers were added together and that's the PSAP boundary.

After looking at that, the impact was between change in revenue, the impact was more accurate using the census data than using the ESRI data. There are losses and there are gains this year. When you look across the board, we do have some decent losses and gains; but there are those

losses and gains in both methods not just one method, but the lesser impact was using the census data.

Mr. Terry stated he provided the process, and it is in the meeting packet to help explain the process that was used to determine the population. Also in the packet was the list of each PSAP and the population numbers based on the Census data from the county census data. These numbers were presented to the Administrative Committee, both options. The Administrative Committee determined to move forward with using the census data, from the the county census data, following the procedure in the packet.

Mr. Terry stated although Mr. Maggard was not in attendance he would speak on his behalf if there were questions or allow other Administrative Committee members who were on the call that discussed this to speak.

Mr. Carangey called for discussion or questions.

*Hearing none, a motion was made by Mr. Curry to approve the population as presented; a second by Ms. Woodall. The motion passed with twelve ayes and zero nays.*

12. Possible discussion, revision, and vote to approve the Oklahoma 9-1-1 Management Authority Coordinator's office to request a Cybersecurity Grant of \$300,000 of federal funding through the Oklahoma Office of Homeland Security to fund a full-time Cybersecurity Specialist for a period of three (3) years.

Mr. Terry reminded the Authority of a request earlier in the year to pursue a cybersecurity threat assessment on fifteen PSAPs; that was approved and the funding has now been approved to allow the work to move forward. The Authority office has been in discussions with the Office of Homeland Security, and Ms. Hannah Koplisch, who is in charge of the grant program for cybersecurity, it was determined a large impact would be made in rural Oklahoma with their help through additional funding.

Their office suggested requesting the funding they have available to fund a cyber security position and the ancillary tools necessary for a period of three years. Mr. Rohit Rai, the Director of Homeland Security has been helping provide information on putting this position together and determine what that position would look like. This position would report to Mr. Coonfield, and as Cybersecurity, would have direct insight on cybersecurity; not only awareness but also preparation for the deployment of Next Generation 9-1-1 generation. Instead of having somebody look at the technology piece of it, this would allow direct communication on cybersecurity.

This position has a line item in the budget, there is also the grant application to cover the cost of the position and hardware/software, which is also in the budget. This is a request to submit a grant to Homeland Security to fund a Cybersecurity position to be held out of the Authority office for the next three years focused on cybersecurity.

Mr. Carangey called for discussion or questions.

Ms. Harris asked if the grant would cover all the expenses and why a computer needed to be purchased.

The cost of the equipment, and computer is inclusive of the cost of the position. There will be travel, additional training, and getting them prepared for working with 9-1-1.

Mr. Sharpton commented on the need for cybersecurity, referencing the recent outage in PSAPs.

Mr. Carangey called for additional discussion or questions.

*Hearing none, a motion was made by Ms. Brown to approve the Authority office to submit a grant to The Office of Homeland Security to fund a Cybersecurity position and ancillary items needed to do the work in the amount of \$300,000; a second by Mr. Barnett. The motion passed with twelve ayes and zero nays.*

13. Possible discussion, revision, and vote to approve the Oklahoma 9-1-1 Management Authority Coordinator's office to request a grant for \$166,150 of federal funding through the Oklahoma Office of Mental Health and Substance Abuse to fund up to two (2) full-time 9-1-1/988 Liaisons for a period of three (3) years.

The position was introduced by 988, which is under the Department of Mental Health and Substance Abuse, and in attendance was Ms. Dedra Hansbro, who was at the meeting to help provide any additional information and answer any questions.

Mr. Terry informed the Authority of the partnership with 988 since the beginning, Mr. Terry was allowed to sit in on their RFP reviews for the contractor that would be handling their call center; they have also attended and presented at all of the regional 9-1-1 Workshops hosted by the Authority office.

988 has identified a gap between the 9-1-1 centers and 988, even solving many problems between a hand handful of 9-1-1 centers around the state, especially the larger centers. The issue becomes each 9-1-1 center wants a different approach to the way that they use 988, based on leadership and their internal operations.

There are positions, discussions are still ongoing on whether two positions are feasible or one depending on the workload, and two is what has been requested and the change has been noted at the federal level through SAMSA. These are supported through federal funding, which has passed through the state and then transferred to us to support these positions.

Mr. Terry stated this has been reviewed and he believes better information and policies can be provided to the 9-1-1 center and better policies and procedures and direction procedurally how to work with 988 if this was a full-time position, and it would be a full-time position. Mr. Terry also stated he believed it to be a commitment of three years with a full-time position to get where things need to be.

Mr. Terry thanked 988 and expressed his appreciation for being asked to the table and for their support of this. Mr. Terry stated he spoke to Ms. Goodner for her input as the positions would

report to her under training, policy procedure, and operational work and is in complete support of these positions and moving forward with this.

Mr. Carangey called for discussion or questions.

Ms. Harris asked if the amount requested for this grant is per year.

Mr. Terry confirmed the amount is per year, and includes hardware, software, travel etc.

Mr. Carangey called for additional discussion or questions.

*Hearing none, a motion was made by Ms. Brown to approve the grant request in the amount of \$166,150 for two 988/9-1-1 liaison positions; a second by Mr. Hawkinson. The motion passed with twelve ayes and zero nays.*

14. Possible discussion and Executive Session consistent with the Oklahoma Open Meeting Act at 25 O.S. §§ 307(B)(1) regarding the employment of the State 9-1-1 Coordinator.

- a. Ms. Hill informed all parties that to enter the Executive Session all members of the public, Mr. Terry, and Authority staff must exit the rooms, both 4S.8 and 4S.9; recording devices were turned off, and taken out of the room with Ms. Root. The video and audio feeds supplying the meeting broadcast of the room were shut off, confirmed by the Senate IT staff.

*A motion was made by Ms. Woodall to enter into Executive Session; a second by Ms. Brown. The motion passed with twelve ayes and zero nays.*

- b. All parties reentered rooms 4S.8 and 4S.9, including Mr. Terry, and Authority staff. Recording devices were turned on and the video and audio feeds supplying the meeting broadcast of the room were returned to broadcasting, confirmed by the Senate IT staff.

*A motion was made to exit the Executive Session under 25 O.S. §§ 307(B)(1) by Ms. Woodall; a second by Ms. Brown. The motion passed with twelve ayes and zero nays.*

Mr. Carnagey announced the meeting back in open session.

- c. Mr. Carnagey requested a motion to approve the State 9-1-1 Coordinator's base salary to be increased to \$150,000 plus benefits.

*A motion was made to approve the salary discussed in Executive Session for the State 9-1-1 Coordinator of \$150,000 base salary plus benefits by Mr. Sander; a second by Mr. Hawkinson. The motion passed with twelve ayes and zero nays.*

4. Possible discussion, revision, and vote to adopt the Oklahoma 9-1-1 Management Authority FY2025 Budget as established via 63 O.S. §§ 2864(3).

Mr. Terry introduced the budget and stated just over a million dollars a month is being brought in million dollars a month plus the carryover from this year. The original projections for House Bill 1590 were to be visible in April, however, they were showing January 1 at an additional \$3 million that was not accounted for.

In addition to the budget, Mr. Terry included a budget statement, which shows salaries and benefits.

Mr. Terry requested a 3% increase for the Technology Coordinator and the Grants and Compliance Officer. A request for Ms. Goodner, Training Coordinator to move to full-time, currently she is at twenty hours per week which is not enough time to deploy the only training platform, provide classes, etc. Ms. Goodner is doing a phenomenal job and should be rewarded. Currently, she is making \$25 per hour, and Mr. Terry recommended a salary set at \$65,000 full-time.

Mr. Terry recommended a salary increase for Ms. Root, the Programs Coordinator, who is currently just over \$56,000 with all the additional tasks she does and is required to do, the request is to increase her salary to \$65,000 also. Ms. Goodner and Ms. Root would be just under \$70,000 and Mr. Coonfield would be around \$97,000- benefits and retirement are included in these totals.

Mr. Terry continued through the budget, explaining that most of the increase would be reflective of the grant request. The line for travel and training, increases there, most of which is included in the grant request approved earlier during this meeting.

The online training platform originally had \$150,000 budgeted, last year it was anticipated the recurring costs for the online training platform would be \$145,000 for just Virtual Academy. There will be transitional costs that will overlap with MOEtivations until January 2025 when that contract will terminate. There are still people using the MOEtivations platform, it will take a few months to transfer that data over. To continue to pay for MOEtivations is an additional \$15,000 to continue to pay for MOEtivations while the information is transferred. We have people using that so that's quite a few months to be able to transfer that over.

There have been many requests from the local organizations, as well as the Committee Chairs of the Technical and Operations Committees to provide more advanced in-person training to supplement the online training, to meet that is an additional \$50,000, to be able to provide that in-person training for advanced courses, both technical and operational.

The last thing would be the 9-1-1 Coordinator Workshop, which was not funded last year, that cost came after the budget was approved and as requested after at \$30,000 Mr. Terry stated he would like to expand that for this next year. Mr. Terry commented there will be more insight on that during his report. However, he requested \$40,000 for the 9-1-1 Coordinator Workshop.

Moving on to Capital Outlay items, all of the Committee line items remain the same as they did prior. There are a couple of changes in their Technical Committee that is requested above and the Operations Committee because of a 250,000 increase in in-person training.

The grant program will continue to have \$8 million, this was approved in September of 2023 after House Bill 1590 passed, there were adjustments made at the end of the year for the FY24 budget. The \$8 million will remain as this is the total projected cost for NG9-1-1 core services, which has been budgeted; however, it is believed it will be less than that. Mr. Terry stated there may be

other ancillary costs with that which may need to be implemented but Mr. Terry stated he felt confident with the \$8 million.

The outstanding balance is approximately \$2.1 million and includes the known payouts upcoming for the FY24 grant program.

The FY25 grant program, which we are requesting \$7.5 million to be directed into this grant. In discussions with the Administrative Committee, there will be a change in our grant program that will place the grant program working alongside the various committees to ensure that the needs are being met within PASPs as we move closer to NG9-1-1.

The view of the Reserve may be that is it too high, why did it go from \$725,000 to \$6.3 million? The explanation is the sole income is based entirely on the 9-1-1 fee. The goal is to start working towards a full year's worth of operating expenditures. This would include the payment of the ESINet and pay for staff and the core needs. This will be more than \$8 million and will be enough to start the process of securing that funding for our reserve to make sure that we can fund NG9-1-1 core services for a full twelve months in case something happens with our revenue stream, due to any legislative changes or income revenue drops, etc.

Mr. Terry stated this was the reason for the Reserve being high, to protect that as things move forward.

Mr. Carangey called for discussion or questions.

*Hearing none, a motion was made to accept the budget for FY25 with the updated amounts to support the State 9-1-1 Coordinator salary made by Mr. Hawkinson; and a Second by Ms. Harris. The motion passed with twelve ayes and zero nays.*

5. Possible discussion and action regarding changes to the FY23 Registration Forms as recommended by the Administrative Committee under 63 O.S. §§ 2864(7).

Mr. Terry explained that due to time constraints he is requesting tabling the action of approving the Registration Forms changes to the June 20th, 2024 Special meeting.

Mr. Carangey called for discussion or questions.

*Hearing none, a motion was made to table the Fy24 Registration Form changes until the June 20, 2024 meeting by Ms. Brown; and a second by Ms. Harris. The motion passed with twelve ayes and zero nays.*

6. Possible discussion and vote for approval regarding the following grant requests:

APPLICANT NAME	PROJECT TYPE	STATE AMOUNT	LOCAL MATCH	STATE %	LOCAL %	TOTAL REQUEST AMOUNT	RECOMENDATION
Caddo County	TRNG	\$53,598.00	\$0.00	100%	0%	\$53,598.00	Fund
Greer County	GIS	\$79,080.00	\$0.00	100%	0%	\$79,080.00	Fund
TOTAL REQUEST AMOUNT		\$132,678.00	\$0.00			\$132,678.00	

- a. Grant request from Caddo County to install Power Phone Total Response Software. This software will assist in providing the mandatory training required by the state for 9-1-1 Dispatch. It will also provide additional training, Protocols, and prearrival instructions for Police, Fire, and EMS Emergency Response. This software will greatly enhance their capabilities, education, and overall performance of all dispatch functions during emergency response.

This request is for \$53,598, with no match required.

Mr. Carnagey called for discussion or questions.

*Hearing none, a motion was made to approve the grant request from Caddo County in the amount of \$53,598 coming from state funds with no match required by Ms. Harris; a second by Ms. McGhie. The motion passed with twelve ayes and zero nays.*

- b. Grant request from Greer County for remediation and maintenance of GIS data that meets or exceeds the Oklahoma NG9-1-1 Standards, and to keep it maintained, updated, and filed, in the State Repository for a two (2) year period upon completion of the update. Road centerlines, address points, and address points in the incorporated communities of Granite, Mangum, and Willow will be field verified and improved to meet or exceed Oklahoma standards to ensure the proper and timely routing of 9-1-1 calls.

Ms. Douglas commented on the notation on the Pending form in the meeting packet regarding the hardship grant; the County did not need it and it could be disregarded.

The request is for \$79,080.00, with no match required.

Mr. Carnagey called for discussion or questions

Hearing none, a motion was made to approve the grant request from Greer County in the amount of \$79,080.00 coming from state funds, no match is required by Ms. Woodall; a second by Mr. Sander. The motion passed with twelve ayes and zero nays

19. Discussion and possible action to approve the updated Oklahoma Geographic Information NG9-1-1 and Addressing Standard (v3) which was approved by the GIS Council on April 5th, 2024.  
Mr. Carangey yelled at Ms. Woodall.

Ms. Woodall explained that Mr. Charles Brady has been working to update the current standard, and brought his recommended changes to the GIS Committee, which also reviewed and offered input that was then presented to the Oklahoma GI Council for approval. Those changes are now ready for Authority approval.

Mr. Carnagey called for discussion or questions.

*Hearing none, a motion to approve the updates to the Oklahoma GI Standard was made by Ms. Harris; a second by Ms. Brown. The motion passed with twelve ayes and zero nays.*



Mr. Terry recognized Mr. Brady and Ms. Shellie Willoughby for their hard to get the Standard updated, approved, and brought back to this body.

20. Committee and Staff Reports (discussion only):

- a. 9-1-1 Programs Coordinator update was given by Ms. Root, who stated the FCC Report which is submitted to the FCC every year had been released, and the office was working to gather the information from the FY23 Registration Forms to complete the FCC Report. Ms. Root explained this report is requested by the FCC to gather information on the PSAPs within a state, provided every year, and due by June 30, 2024. Ms. Root reminded everyone this report is completed with Registration Form information, and thus an additional reason to complete the Forms with the most accurate information available, so the state can provide the most accurate information to the FCC. This report is mandatory.

The 911.gov report has been an annual report in the past, however, this year the host, Red Flash is no longer hosting the report and therefore the 911.gov report is on hold. Ms. Root also reminded everyone this report gathers PSAP information to provide a collective and comprehensive report showing the status of PSAPs across the nation. Unlike the FCC Report, this report is not mandated.

The Authority website transfer is still in the works, the SOW was provided to OMES the day before the meeting and Ms. Root was informed the transfer should take about 11 weeks. The development team had a change in their schedule and should be starting our project sooner than they had originally planned. Ms. Root stated she will continue to monitor the progress and keep the Authority posted on the work. Ms. Root was also informed that although the deadline of May 1 had passed, the website will remain accessible and up through the work to change it over to the new host.

- b. The Administrative Committee Report was given by Mr. Terry; Mr. Maggard was not in attendance. Mr. Terry reported all updates and information was previously discussed.
- c. Grants Coordinator update
  - I. Grants were updated above during approvals.

- d. Technical Committee Report

Mr. Curry yielded to Ms. Woodall who stated the GIS Subcommittee has been working on reviewing the RFP, which is ongoing. Ms. Woodall stated the upcoming GIS training, An Introduction to GIS is on May 14 and 15th in Owasso; the 16th will be A Review of the Toolkit; and the 21st in Ada for the Boundaries Class and the 22nd for Addressing on June 7th. and then we'll round up the GIS for this foreseeable future for ADA May 21 for the boundaries class and 22nd for addressing, the 11th and 12th in Woodward.

The NG9-1-1 Deployment Committee met with Mission-Critical Partners the week before the meeting at the Authority office, to lay out a timeline of what the works will look like. The first section will look at the Strategic Plan, with emphasis on getting input from everybody to make sure that we revise the strategic plan and make sure it matches the needs of everybody in the state.

The Committee plans on working on this going forward over the next couple of months, with a draft of the Strategic Plan ready for public comment in October to coincide with the Oklahoma Public Safety Conference. The Committee hopes to hold classes and roundtables with people to be able to make suggestions, comments, and voice concerns about the Strategic Plan, to ensure it matches the needs of everybody in the state. Once done, Mission Critical will work with the Committee to go out for RFP.

- e. Technical Coordinator Update from Mr. Coonfield stated he will begin work with the Technical Committee to determine who should be considered to participate in the assessments. Assessments will be based on the population, the five PSAPs serving under 10,000, five PSAPs serving 10,000 and 25,000 in population, and five PSAPs, serving over 25,000 in population. This is a volunteering opportunity.

Mr. Coonfield thanks the presenters who volunteered their time at the 9-1-1 Coordinator Workshop and acknowledges our participants who took time out of their busy schedules to attend the workshop. There were ninety participants, which included 9-1-1 Coordinators, presenters, and staff.

Feedback has been requested, if you attended please watch for an email from Mr. Terry to help us better the Workshop next year.

Mr. Coonfield is working with the GIS Committee on the RFP to review and edit the RFP documents before release, this will be voted on at the June 20th meeting. The kickoff meeting was mentioned, where the Committee met with Mission Critical Partners to discuss the next steps. There is an onsite facilitated meeting with Mission Critical scheduled for May 23 to begin working on updates to the Strategic plan and this meeting will include the NG9-1-1 Ad Hoc Committee Technical Committee members.

Mr. Cornfield stated he didn't anticipate going into executive session but that is an option.

- f. The Operations Coordinator Report was given by Ms. Goodner, who reported on the contract with Virtual Academy which will be providing the NENA 40hr Core Competency Training; as well as, online T-CPR that includes sample protocol, and several other training courses and features. The Visual Academy site also allows for tracking and certifications at a state and local level.

Ms. Goodner stated she has been meeting with Justin Ripple, of Visual Academy and decided the implementation will be done in six regions, with the opportunity for line call-ins in each region; one at the beginning of the week, and one at the end, one at the morning and one in the evening. Hopefully will be able to rotate those to accommodate as many schedules as possible. Participants joining the calls will be able to see an introduction and a demo at the site and receive their login information with an opportunity to ask any questions. Ms. Goodner explained if a region call is missed, the ability to join another region call is available, or a time can be set up for you to get the information from the call. There will be a landing page for information, videos, demos, etc. For users as well.

Ms. Goodner stated the rollout is planned to begin Friday. Virtual ACedamy presented at the 9-1-1 Coordinator Workshop and shared the new user roster forms, which has had a good response. There have been a lot of those rosters back, which allows the back end to begin being built already.

As far as MOEtivations, there were 352 sign-ons, 187 courses completed, and 23 new users in April. The MOEtivations team has been advised that we have signed a contract with Virtual Academy and that we plan to continue our contracts with them through the end of the calendar year to allow for a transition for our users who are utilizing their site.

Ms. Goodner elaborated on what Mr. Terry had presented of 988, adding how excited she is to get to work with the Oklahoma Department of Mental Health and Substance Abuse and this project.

Ms. Goodner visited with As far as my piece-up visits and travels since the last time we met I attended 9-1-1 Day at the Capitol and met with Bartlesville-Washington with Mr. Terry. And Mr. Coonfield, and participated in the 9-1-1 Coordinator Workshop.

Ms. Goodner reported presenting at the OKAPCO training in Lawton with the Attorney General's office on domestic violence calls and will continue to present through the remainder of the program, and will be in Edmond, the Thursday following this meeting, as well as liability in PSAPs.

Ms. Goodner spoke at the New Police Chiefs meeting, explaining what the Authority office does, along with the Authority Board. Ms. Goodner provided a list of resources for grants and training, along with contact information.

- g. Operational Committee report from Ms. Brown stated during their last meeting the Committee discussed and reviewed the established training programs throughout OKLANENA and OKAPCO, IEAP, etc. that are already established locally and nationally. The Committee will then review and determine whether those trainings/programs meet safety criteria and bring them back to the Committee.

- 21. State 9-1-1 Coordinator Report shortened his report due to the length of the meeting. The Authority office developed internal process dates and timelines for the packets to cut down on frustration from getting the meeting information without enough time to review the information. There is now a cut-off period for any items that are to be placed on the agenda two weeks before the Thursday meeting. The packet will be emailed out ten days before the meeting, with the agendas sent to Ms. Hill and Mr. Carnagey for final approval. That information will be put in the packet and emailed to the Authority on Monday, the week before the meeting.

Mr. Terry reported on the recent 9-1-1 Coordinator Workshop, I want to follow up a little bit on the workshop. Just to point out some folks that are here in the room: Ms. Woodall, Mr. Hawkinson, Ms. Harris, and Mr. Carnagey all gave exceptional presentations, with unbelievable

responses. Mr. Terry commented on the amount of institutional knowledge these members bring and thanked them for their presentations and help during the Workshop. Mr. Terry also mentioned Mr. Ben Smith who presented on CAD and Ms. Vicki Atchley and Mr. Ken Stewart for their presentations during the Workshop.

House Bill 2426, was brought to our attention that two of our repealers from HB1590 did not get repealed. They were consolidated through House Bill 1897 to title 6328 69.1 and 20 69.2. And then whenever House Bill 1590 was passed Title 68.2814 and 63.2815, which was supposed to be repealed. Because they were no longer there, it was in the law that a local fee for a landline could be assessed and it is still within the law. Mr. Terry brought it to the attention of our bill authors who agreed there was a problem and it needs to be taken out. A quick turnaround got it on a decline for committees. A legal opinion was provided and an existing bill was modified to verify the correction happen. The bill passed the Senate floor and it's moved over to the House now, to get final approval because the repealers that were supposed to be in House Bill 1590 repealed

The City of Piedmont had begun the conversation about starting the process to become a primary However, in talking with Mr. Hawkinson this week of the meeting they have pulled that request to be a primary PSAP. Mr. Terry commented he is willing to work with Mr. Hawkinson to discuss or work through any operational issues or expansion within Yukon to better serve the tech City of Piedmont, like discussing options like RapidSOS.

PSAP visits, GIS Day, and 9-1-1 Day at the Capitol.

Work continues with Greer County to move their 9-1-1 center, either to a county or city facility, this hasn't been determined, but they are still working on the governance structure and determining the governing body. Currently, the City oversees the Dispatchers, and the county houses them in a county facility- which causes some localized conflicts, which continue to have positive conversations on both sides of that as we're moving forward.

Bartlesville-Washington County, Ms. Goodner, and Mr. Coonfield accompanied Mr. Terry to focus on GIS issues, as the city has GIS, but then the county does the MSAG and updates. Mr. Terry stated he is working to bridge the gap with grant funding.

Meeting with Osage County, Ponca City, and the City of Perry/Noble County to help with the boundary issues, which have been brought up recently, as well as a year ago. Osage County believes the whole area is correct; they do the MSAG, wireless routing, and addressing for the county. If you are looking at the map of Osage County, the area issue is the dog facing west, or the dog's nose, where the funding goes to Ponca City. Investigations of why the money was going to Ponca City, and whether or not that was an authorized approvable expense-moving that money to Ponca City. This is an ongoing project, and the deadline to submit any changes has passed for Ponca City and Noble County, which Ponca City creeps into Noble County by several square miles. The work is making sure the area and the funding are going to the correct place and purpose. Mr. Terry stated he felt that changes would be able to be made next year during the population model request.

Mr. Terry shared he will be in Leflore County next week to discuss questions over approval and funding, etc.

Also, McAlester Pittsburg County meeting to discuss managing GIS internally within McAlester.

Mr. Terry was invited to the Oklahoma Telephone Association (OTA) summer conference again to speak at the executive conference in Norman. Mr. Terry contacted his counter in Missouri, Arkansas, since this is a three-state conference, Arkansas has committed to attend and teach a class with OTA to prepare our original service providers for NG9-1-1. Mr. Terry explained Arkansas is ahead of Oklahoma, with issues due to mismanaged preparation; which provides a great opportunity to get in front of NG9-1-1 issues. Mr. Terry did reach out to Brian in Missouri but is waiting to hear back. OTA is a great opportunity to build relationships with carriers and service providers in Oklahoma for landline broadband.

The July meeting has been canceled for a Special Meeting on June 20th in room 230 of the Capitol.

Mr. Terry and his staff will be volunteering at the National Sheriffs Association conference, being held in Oklahoma City on June 24. And 26th.

Mr. Terry, Ms. Root, and Ms. Goodner will be attending the NASNA/NENA conference coming up in Orlando at the end of June through the first of July.

22. 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. Carnagey called for public comments.

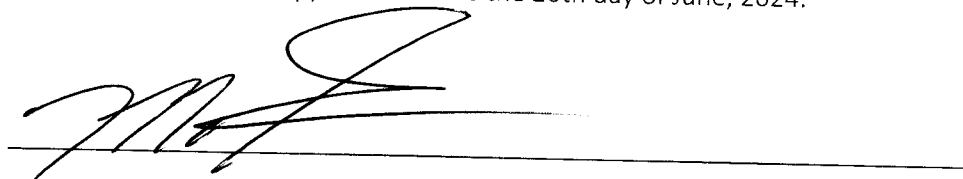
Hearing none.

23. Adjournment.

16.15

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 regular meeting dated May 2, 2024, of the Oklahoma 9-1-1 Management Authority have been reviewed and approved on this the 20th day of June, 2024.



Mark Sharpton  
Authority Vice Chair