



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

Mr. Carnagey called the meeting to order at 1:31 PM.

Ashley Woodall
Belinda McGhie
Ben Curry
Christina Brown
Darryl Maggard
Justin Carnagey
Mark Sharpton
Mary Harris
Shaun Barnett
Arden Nerius

A quorum was met with nine members in attendance.

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

Mr. Carangey noted a copy of the meeting posting on the Secretary of State’s website was included in the meeting packet.

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 guests in attendance.

Mr. Carnagey welcomed Authority members and allowed guests attending to introduce themselves.

Mr. Caranagey introduced the Authority's new legal counsel from the Oklahoma Attorney General's office, Ms. Arden Nerius.

4. Possible discussion, revision, and vote to approve minutes of the June 20, 2024 special meeting.

Mr. Carnagey stated the minutes were included in the meeting packet and allowed a few minutes for the Authority to review.

Mr. Carnagey called for questions or discussion.

Hearing none, a motion was made by Mr. Sharpton to approve the minutes from the June 20, 2024 meeting; a second was made by Ms. Brown. The motion passed with nine ayes and zero nays.

5. Possible discussion, revision, and vote to approve the financial reports for May and June 2024.
Mr. Terry reported on the closing out of the year at \$11,712,671.38. The Continual Budget in the packet also shows all the expenditures for the month and closing out the end of the year. The deposits have been pretty stable, up a little bit for May and went down a little bit for June, but they're still up and fairly stable as it relates back to the revenue. The local collections or the local disbursements for the 9-1-1 centers around Oklahoma are stable as well.

Mr. Carangey called for questions or discussion.

Hearing none, a motion was made by Ms. McGhie to approve the financial report for May and June of 2024, a second by Mr. Barnett. The motion passed with eight ayes and zero nays.

6. Possible discussion, revision, and vote to approve an amendment to the fiscal year 2025 budget. This amendment includes the actual carryover of funds from FY2024 in the amount of \$11,712,671.
Mr. Terry provided the finance report, explaining the carryover was the only actual change in the previously reported amount of \$11,712,671, with an estimated carryover of \$12,774,130. The difference in that million dollars would be made up in the reserve fund for this year, reducing the reserve fund down to \$5,313,038.

Mr. Terry stated there were no other changes to the budget and no other changes necessary at the time of the meeting.

Mr. Carangey called for questions or discussion.

Hearing none, a motion was made by Ms. Brown to approve the budget amendment for the fiscal year 2025 budget, a second by Ms. Woodall. The motion passed with eight ayes and zero nays.

7. Possible discussion and action to create a Nominating Committee, per [OAC 145:15-3-1\(c\)](#), to review and discuss possible members for the position of Authority Chair and Vice Chair and to bring a slate of names for a vote at the November Authority meeting.

Mr. Carnagey explained there are normally three members of the Authority who volunteer and represent the nominating committee, including a Chairman with a couple of members. Mr. Carnagey opened the floor to accept volunteers who would like to volunteer to serve.

Ms. Woodall, Ms. Harris, and Mr. Barnett volunteered.

Mr. Carnagey called for further discussion.

Hearing none, a motion was made by Ms. Brown to approve Ms. Woodall, Ms. Harris, and Mr. Barnett to the Ad Hoc Committee to nominate an Authority Chair and Vice Chair; a second by Mr. Curry. The motion passed with eight ayes and zero nays.

8. Possible discussion, revision, and action for the Authority's adoption of the proposed Oklahoma 911 Management Authority's 2024 Emergency Rules in accordance with 75 O.S. § 253.
- a. The proposed amendments and/or additions via emergency 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 145:15-7-3 Eligible use list of approved expenditures and wireless 9-1-1 fee revenue;
 - 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
 - Subchapter 11. NG9-1-1 Compliance Requirements
 - 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. Carnagey read each rule.

Mr. Terry thanked Mr. Carnagey and acknowledged him for doing an outstanding job. He explained this was the third time Mr. Carnagey had read these this year; the first time, a timeline was missed, and therefore had to submit them as emergency rules.

The Authority office has been working to get Ms. Root access and trained to submit the rules through the Secretary of State's office on the new platform instituted this year, which caused us to miss the deadline again. There were discussions with the Administrative Committee about whether we should wait for permanent rules, and it was determined to move forward with emergency rules for this year due to many items within the rules that are still kind of pivotal for our Next-Generation 9-1-1 deployment and RFP which is coming out in 2025.

We are confident this can be completed in a ten-day timeframe required for emergency rules. We have support staff from the Secretary of State's office to be able to help submit the rules, and this will be the last time this will come to you.

Mr. Carnagey called for questions.

Ms. Nerius made a recommendation, stating this was for the Authority to decide, referencing page 303, which is on page 28, she recommended that if the Authority wanted to approve this, a motion to approve with the caveat of changing the date prepared today's date which is September 5th. The reason there would be a better chance of being received by Oklahoma Administrative Rules with that updated date; however, there's nothing wrong legally with the current date, this is simply a recommendation.

A motion was made by Ms. Harris with the caveat to approve the authority's adoption of the proposal of the Management Authority emergency rules with the change to the date on the document; a second by Ms. Brown. The motion passed with eight ayes and zero nays.

9. Possible discussion and vote on the proposed FY24 Grant Program Guidelines.

Ms. Douglas explained the Grant Guidelines are reviewed once a year to ensure the needs of the PSAPs are being met. The review during this year was the tracking of the requests of the PSAPs over the last year for calls from PSAPs asking about projects currently unfunded. The list was shared with the Administrative Committee, which determined what projects could be priorities for the Authority. The changes are from recommendations from staff and the Administrative Committee through different categories, recommendations, and restrictions.

Mr. Terry brought the attention to page 45 under Eligible Projects, which has the changes highlighted in the document. The first is under Consolidation. This is specific to consolidation if consolidating, there will be a need for the parameters for consolidation or virtual consolidation. This adds the ability for brick and mortar, including new building, additions and renovations of existing buildings, with a maximum allowed state contribution of \$250,000. This is not an 80 percent match, but it is a 50-50 match. Under matching funds, this outlines for brick and mortar construction that constitutes a 50-50 match, not an 80-20 match. This means that \$250,000 of the maximum allowable state contribution would be \$250,000. Therefore, if it's a \$500,000 building, the state will pay \$250,000; if it's a million-dollar building, the state will pay \$250,000; if it's a \$300,000 building, the state will pay \$150,000 because it's 50-50.

Secondly, on the radio tower. There have been funding for radio towers for consolidation, just to be clear on what is being funded, this is for radio towers for consolidation only and located at the 9-1-1 center, and it's necessary to ensure that the call is delivered, including toning to the police, fire and EMS that follow state statute, not building a radio tower somewhere else.

Ms. Harris asked if there is a stipulation that the building has to be owned by a 9-1-1 funded agency and not by the county or some other agency.

Mr. Terry explained there's no stipulation in the guidelines, but that's a good point, and whether or not we wanted to outline that here or not, that gets kind of a slippery slope. Some counties and trusts own that. If the state is going to fund it, it has to fall within the guidelines of the expenditure list that we have in the Rules, which means it has to be for the 9-1-1 center. If you would like to clarify that, then we can certainly look at that information.

Mr. Sharpton stated that with his knowledge of roads and bridges, the match is sometimes difficult to find, and it may be worthwhile to find a way to come up with exemptions to assist with gathering the funds for the match.

Mr. Terry explained there is an emergency clause built into the grant program. This is there to help waive certain costs, but it does need to be reviewed on a one-on-one basis and in a certain type of situation, but it is a 50/50 match to help those in need.

Mr. Terry acknowledged Mr. Sharpton was right; there are certainly places out there, you know, to build another 9-1-1 center for \$250,000 that you know would meet any type of specifications would be very difficult in today's world. Therefore, there is the emergency clause, and we could look at those on a case-by-case basis. There needs to be a local investment, and this allows for assistance with the remodeling of the current buildings.

Mr. Terry stated brick and mortar funding is a slippery slope. There have been a lot of discussions about this and whether or not we want to jump into brick and mortar and how this sort of works, but after talking to some of the legislators who are trying to push for consolidation in their counties or in their regions, they feel if we just offer a little bit of help it possibly could push them in the way of making it happen.

Mr. Terry continued to the next section, GIS; part of this section and goes over computer-aided dispatch GIS, which will be part of the GIS grant. This is 100% funded, but the issue is with the GIS Standard, the work for the 9-1-1 Coordinators, along with the contractors who are helping with the GIS work. The problem is some agencies are not able to fund it or are just not doing it and adapting that new standard into their computer dispatch systems, causing a gap between the changes that were abandoned and the actual tool that they're using with computer dispatch. There have been a couple of grant requests for CAD GIS, and this is to clarify that those reading it understand it. This may include hardware and software the agency determines necessary to ensure the location received during the 9-1-1 call matches the location within the CAD system. This only includes the initial cost and not the maintenance of the CAD and GIS components or updates. This is the aliasing and the initial API modifications needed to work with next-generation 9-1-1 GIS data sets for the CAD vendor.

Mr. Terry paused for questions.

The next section is for training protocols. One thing added here was a protocol; instead of training, the word data was added to protocols, including necessary hardware and software. This is to clear up the confusion about whether training is a protocol or not. This will be the place of the Grant Review committee to review and process those through with confidence.

The next section is for the radio console. This was allowed at the beginning of the grant program in 2017, and it was funded under anything involved with the Dispatch Center, like furniture, chairs, etc. This is an effort to push this out and ensure they have the right tools available for the 9-1-1 dispatchers to get these calls out of the field. Mr. Terry stated it was requested to open this issue up again and read the way it is stated in the Rules.

“Radio consoles necessary and Radio consoles, and as certain radios needed by the console to transmit down the 9-1-1 calls to the local, state, and local or state radio system encoding or toning equipment necessary to deliver the call to the proper police, fire, and EMS agency.”

Mr. Terry explained this is encoding, not decoding, this is the equipment that goes into the dispatch center, not the equipment that goes to the fire station or individual pagers for the field. This is being requested from the locals at 80/20.

Mr. Terry paused for questions.

The last change is for ADA-compliant equipment, this is being approached to ensure a good working environment for our 9-1-1 Telecommunicators, but also to ensure that ADA requirements within 9-1-1 centers are met. This was defined a little bit differently than just saying furniture and chairs. This is being brought back under ADA requirements, as relates to 24/7 chairs, standing desks, greater console or furniture, etc. Suppose a ramp is needed for a doorway, a wider doorway, an automatic closed door, etc., to help with setting your facility to be able to tap into a new market of those with physical disabilities to work in the 9-1-1 center. If you need chairs, if you need furniture, this is the category that would fall under, and we want to make sure those are ADA-compliant.

Mr. Terry continued that the remaining guidelines are clean-up work. As mentioned before, the 50% local match for the \$250,000 capital improvement, brick and mortar, under eligible expenses. There was a lot of clean-up language, for example, number two, radio subscriber units are not an eligible expense. Radios can not be purchased for the infield responders. This question is always brought up, radio infrastructure outside of the 9-1-1 center is not fundable. This means the state is not going to buy repeaters, radio towers, etc. OLETs are the decoding equipment that is used for first responders.

Item number 15 is there to clarify that these additional items will be added under eligible expenses.

Mr. Sharpton asked if, in the future, there would be a mechanism for funding for cybersecurity.

Mr. Terry explained there are grants available for cyber security through the Homeland Security Office. He explained Mr. Coonfield is working on cyber security assessments, working closely with Homeland Security, who have funding to assist with that. There is another source of funding for cyber security, and we're more than happy to help point 9-1-1 centers to the proper people at Homeland Security.

Mr. Carnagey called for further discussion or questions.

Hearing none, a motion to approve the FY24 Grant Program Guidelines was made by Mr. Sharpton, a second by Mr. Barnett. The motion passed with nine ayes and zero nays.

10. Possible discussion, revision, and vote to approve Vicki Atchley, with Muskogee City/County, and Brooke Harris, with the City of Owasso, to the Grants Review Committee.

The Authority requested the vote for Vicki Atchley and Brook Harris be done in separate action items.

Ms. Brown asked for Ms. Atchley to be approved to be on the Grant Review Committee.

Mr. Barnett asked if the committee would be awarding eligible funds out, and he stated he understood Ms. Atchley to be a vendor where she's contracting with different cities and counties to help them get their systems. Mr. Barnett questioned that it may not be restricted, but he wanted to make sure there were legal coverages. He stated he felt it to be a little bit of an ethical conundrum and cause that the committee may run into since she is contracted to each of those communities and not necessarily an employee; Ms. Atchley may be part-time, and that's typically considered contractual.

Mr. Barnett stated he had concerns when there is someone who might be looked at as a vendor to have the ability to distribute funds.

Mr. Barnett called for clarity from the OAG office.

Ms. Harris added that the committee awarded GIS grants and money for grants and living in a vendor world who as operational and support staff could see where that is a conflict of interest.

Mr. Barnett added that he could see the conflict of interest. It's not anything against Ms. Atchley, but there has to be a ground for any potential vendor that may sit on the committee that deals with funds; I think that's where the concern comes in, is when you're dealing with funds, there's such a fine line, and you want to make sure that there is no perception of anything that might be negative.

Ms. Brown stated that she agreed with Ms. Barnett; she stated she thought it was primarily the perception of how the rest of the state is seeing things to keep things fair. Ms. Brown also stated it was not against Ms. Atchley it is the perception of what can be viewed by others.

Mr. Carnagey stated although there was some discussion of whether she was an employee or a contractor. He stated he thought it was a mix. Ms. Atchley may be an employee from what he understood with Muskogee City/county or maybe some other entity she contracts with.

Mr. Carnagey called for further discussion or questions.

Ms. McGhie asked what would constitute Ms. Atchley being a vendor and asked for clarification as Ms. Atchley is not selling anything, only providing services to them, as well as assisting.

Mr. Barnett responded that his concern would be that Ms. Atchley is guiding those different agencies, maybe towards equipment technology or how to improve their center, and then that agency may be applying for a grant through us for those very things that she's guided, and she almost gets an insight to what other vendors are proposing.

Mr. Barnett stated he felt there was a gray area there, and he just wants to make sure that no one can come back to this Authority and say that there were some misguided elements to issuing grants. It's the ethical element that falls in place. Stating this is seen in other areas looking at dollars, that's where there are always questions the most if she is involved, she'll be given that guidance to that agency or that department or that center, and it may look as if or may have some conflictual elements to it.

Ms. Woodall stated Ms. Atchley has done a lot for the 9-1-1 community and has a lot of technical experience, and nobody's taking that away. We're not questioning her character. I'm not questioning her character. Ms. Woodall stated her concerns from her consultant's standpoint. I think we've asked other members of this board to step down from committees for some of the same reasons or because they're married to somebody who's a vendor. I think we should hold everybody to the same standards.

Mr. Carnagey called for further discussion or questions.

Hearing none, a motion to approve Ms. Vicki Atchley of Muskogee City/County to the Grants Review Committee was made by Ms. McGhie, a second by Ms. Ben Curry. The motion failed with two ayes and six nays.

11. Possible discussion, revision, and vote to approve Brooke Harris with the City of Owasso to the Grants Review Committee.

Mr. Carnagey called for further discussion or questions.

Hearing none, a motion to approve Brooke Harris with the City of Owasso to the Grants Review Committee was made by Mr. Curry, a second by Ms. Woodall. The motion passed with nine ayes and six nays.

12. Possible discussion, revision, and vote to approve Brandon Reynolds with the Broken Arrow Police Department to the Operations Committee.

Ms. Brown asked the Authority to approve Mr. Brand Reynolds to the Operations Committee.

Mr. Carnagey called for further discussion or questions.

Hearing none, a motion to approve Brandon Reynolds with the City of Broken Arrow to the Operations Committee was made by Mr. Maggard, a second by Ms. McGhie. The motion passed with nine ayes and zero nays.

13. Possible discussion, revision, and vote to approve Brandon Reynolds with the Broken Arrow Police Department and Brooke Harris with Owasso to the Technical Committee.

Mr. Curry stated his excitement for those who asked to be involved and support for having Mr. Reynolds and Ms. Harris on the Committee.

Mr. Carnagey called for further discussion or questions.

Hearing none, a motion to approve Brandon Reynolds, with the City of Broken Arrow, and Ms. Brooke Harris, with the City of Owasso, to the Technical Committee was made by Mr. Maggard; a second by Ms. Brown. The motion passed with nine ayes and zero nays.

14. Possible discussion, revision, and vote to approve Billie Kerley, Ottawa County, and Mr. Danny Manual, City of Ada Pontotoc County, to the Administrative Committee.

Mr. Maggard stated his excitement for those willing to get involved in Committees.

Mr. Carnagey called for further discussion or questions.

Hearing none, a motion to approve Billie Kerley, Ottawa County, and Mr. Danny Manual, City of Ada Pontotoc County, to the Administrative Committee was made by Mr. Barnett; a second by Ms. Brown. The motion passed with nine ayes and zero nays.

15. Possible discussion, revision, and vote to approve Ken Stewart with the Tulsa County Sheriff's Office to the NG9-1-1 Ad Hoc Committee.

Mr. Curry stated his appreciation for Mr. Stewart and his technical knowledge for his interest in serving on the Ad hoc Committee to assist with the RFP.

Mr. Carnagey called for further discussion or questions.

Hearing none, a motion to approve Ken Stewart, with the Tulsa County Sheriff's Office to the NG9-1-1 Ad Hoc Committee, was made by Ms. Woodall; a second by Ms. Brown. The motion passed with nine ayes and zero nays.

16. Possible discussion and action regarding the following grant requests:

APPLICANT NAME	GRANT TYPE	STATE AMOUNT	LOCAL MATCH	STATE %	LOCAL %	TOTAL REQUEST AMOUNT	RECOMENDATION
Adair County	GIS	\$54,155.00	\$0.00	100%	0%	\$54,155.00	Fund
Craig County E911	NG911	\$261,761.32	\$65,440.33	80%	20%	\$327,201.65	Fund
Muskogee 911 Trust	GIS	\$4,960.00	\$0.00	100%	0%	\$4,960.00	Fund
Tuttle, City of	GIS	\$20,510.00	\$0.00	100%	0%	\$20,510.00	Fund
TOTAL REQUEST AMOUNT		\$341,386.32	\$65,440.33			\$406,826.65	

There was some discussion on whether or not grants could be read and approved categorically; it was determined the grants needed to be read and approved separately to allow for the option to recuse oneself if needed.

- a. Adair County has requested a grant for GIS in the amount of \$54,155.00, not contingent on a local match, and has been recommended for funding.

Mr. Carnagey called for further discussion and questions.

Hearing none, a motion was made by Ms. Woodall to approve the grant requested for GIS from Adair County in the amount of \$54,000.00, no match required; a second by Ms. Brown. The motion passed nine ayes and zero nays.

- b. Craig County has requested a grant for NG9-1-1 in the amount of \$261,761.32, contingent on the local match of \$65,440.33 for a total amount of \$327,201.65, and has been recommended for funding.

Mr. Carnagey called for further discussion and questions.

Hearing none, a motion was made by Mr. Sharpton to approve the grant requested for NG9-1-1 from Craig County in the amount of \$261,761.32, contingent on the local match of \$65,440.33 for a total amount of \$327,201.65; a second by Ms. Brown. The motion passed nine ayes and zero nays.

- c. Muskogee 9-1-1 Trust has requested a grant for GIS in the amount of \$4,960.00, not contingent on a local match, and has been recommended for funding.

Mr. Carnagey called for further discussion and questions.

Hearing none, a motion was made by Ms. Harris to approve the grant requested for GIS from Muskogee 9-1-1 Trust in the amount of \$4,690.00, no match required; a second by Ms. Woodall. The motion passed nine ayes and zero nays.

- d. The City of Tuttle has requested a grant for GIS in the amount of \$20,510.00, not contingent on a local match, and has been recommended for funding.

Mr. Carnagey called for further discussion and questions.

Hearing none, a motion was made by Ms. Brown to approve the grant requested for GIS from the City of Tuttle in the amount of \$20,510.00, no match required; a second by Mr Sharpton. The motion passed nine ayes and zero nays.

17. Committee and Staff Reports: (discussion only)

- a. The Programs Coordinator update was provided by Ms. Root; she informed the Authority of the upcoming Registration Forms being released to the PSAPs on October 18th following the Oklahoma Public Safety Conference. The Registration Form reviews are open, and emails will be sent giving the information on how to sign up for the 45-minute time slot for a one-on-one conversation to review and answer any questions, as well as make sure the new questions and changes are understood in order to complete the Registration Forms. By signing up to have a Registration Form reviewed, we can also help direct who to talk to and facilitate a conversation with that person or persons to help get the information needed to complete the Forms.

Ms. Root also advised PSAPs to log in to [OK.EMGrants.com](https://ok.emgrants.com) to ensure they can get logged in as well as have access to the Forms. If not, contact her to help get access either restored or created.

Ms. Root informed the Authority that about 25% of PSAPs had signed up for reviews, and she was looking to have at least 75% signed up and go through reviews prior to the release of the FY24 Forms.

Ms. Root informed the Authority the new website is live, asking the public to visit and report back any errors or missing information. The website is still the same: [OK.gov](https://ok.gov)/ 911.

- b. The Administrative Committee report was given by Mr. Maggard; he reported the majority of work has been over the Administrative Rules. The work will continue through the year and into the new year to work through the Permanent Rules.
- c. The Grants Coordinator update was provided by Ms. Douglas, who stated she has been working through inventory and completed five inventories last month in Garvin County, the City of Tulsa, The City of Owasso, Wagner, and the City of Skiatook. The inventories are primarily for equipment that the state-funded for over \$5,000. Ms. Douglas reported all equipment was up and running and in place.

Ms. Douglas shared the professional associations she is a member of, of which there are two: the Grants Professional Association (GPA) and then the National Grants Management Association (NGMA). She reported that each month, she receives training from both of these. Ms. Douglas shared a couple of sessions she felt were well done: a session on preventing fraud in grant funding programs and audit proofing your organization, both of which provide CPE credits.

Ms. Douglas will be attending a conference later in the year in Denver done by the Grants Professional Association with sessions on developing indirect cost proposals, writing evaluation questions, and resources for seeking and obtaining cyber security limits. These sessions will explain how to develop applications to be successful. Ms. Douglas stated she felt these would be a benefit to us in winning congressional earmarks, productivity hacks, cost-sharing strategies, stress, and transformative grants management. Ms. Douglas stated she was looking forward to those, especially grant information.

- d. The Technical Committee was reported by Mr. Curry, who yielded to Mr. Terry to discuss the change from the Strategic Plan to the RFP.

Mr. Terry explained that while working with Mission Critical Partners, we're continuing the process of the strategic plan update. The next step would be the creation of an RFP. It has been identified within the Strategic Plan that there are policies that need to be created.

The first is an interconnectivity policy to determine how to interconnect with the ESINet and Core Services if a standalone ESINet and Core Service within a single home or neighboring states or a local PSAP that has CPE equipment or calling handling equipment; what do you need to connect to the ESINet Core Services. There would be a policy on that, which would be a living document that would grow as we mature into NG9-1-1.

The second document is our cyber security policy. Outside of the scope of work that we approved are these two policies. The Technical Committee is working with Mission Critical right now to determine whether or not they fall within the scope of work, as far as their assistance with us writing these two policies. The Committee feels these need to be out now to have everybody start working towards a common goal, especially related to the two particular points. Mission Critical feels that cybersecurity may be a change order and a possible additional cost. Mr. Terry stated that he and Mr. Curry will be meeting with Mission Critical to determine if that is the case. Mr. Coonfield has shared this with legal counsel from the Attorney General's office to review the contract.

Mr. Terry said there is a little bit of time, but the policy may be brought in-house to write and seek out assistance and input from other states on what other states have done with cybersecurity policies.

Mr. Terry stated he felt there were solid think tank individuals on this Ad Hoc Committee that certainly bring something forward, especially with the addition of the Technical Committee.

Mr. Terry commented that was all that could be discussed and mentioned publically.

Mr. Curry stated the Committee is meeting every Tuesday, jointly with the Technical Committee.

Mr. Curry yielded to Ms. Woodall to provide an update on the GIS RFP.

Ms. Woodall stated the vendor questions are now closed. We do have a small committee. That is going to be reviewing the vendors.

Mr. Curry asked that everybody in the meeting go back to your centers to ensure they're looking to upload their data to the repository, this is something that can be done overnight, and informed everyone there are grant funds available to help get the information uploaded sooner rather than later. For the NG9-1-1 policy creation, Mr. Terry mentioned that the goal was to have it completed by the Public Safety Conference, but Mr. Curry didn't believe they could make that deadline, but they will continue to work towards getting that completed.

Mr. Curry offered to answer questions.

Ms. McGhie asked if the two policies would be completed in-house.

Mr. Curry responded the interconnected policy is being worked on with Mission Critical. However, the Cybersecurity policy is the one they're saying falls outside of the contract and the scope of the work.

Mr. Curry stated he disagreed and stated he felt it should be included, but we'll go the legal route if we have to.

Mr. Maggard asked regarding the legislation that had reserved being able to go out for an RFP for call-taking equipment or call-processing equipment. Is that something that will still be a possibility in the future following these actions?

Mr. Curry responded, more or less. Yes, those conversations are being had, but nothing is officially happening right now. Once the core is up and running, it will need to be determined how each PSAP is going to connect without causing a huge expense.

Ms. Harris asked, as [PSAPs] may be getting ready to purchase new equipment, are there recommendations or lists of vendors that you are approving to interconnect?

Mr. Curry responded, not at this time, that is part of the interconnection policy. Mr. Curry stated that something that we learned a lot from some of these different vendors is what i3 means to one vendor is not what it means to another. The purpose of i3 was to allow everybody to talk to everybody, and I learned that's not the case. Last month during APCO, there were a number of new call-handling equipment solutions, with everybody wanting to get a piece of the 9-1-1 money. In the future, this is something that will be looked at, but at this time, we have to get the RFP for the core setup.

Ms. Harris asked if there was a recommendation to contact a vendor at this stage.

Mr. Terry replied this is what the interconnection policy is.

Ms. Harris commented this is call-handling equipment, not interconnection.

Mr. Terry responded by saying the interconnection policy would be what is required for the connection state's core, and that's where it will outline that you have to buy i3 equipment. The problem is each core provider, and call-handling solution is different as it relates to the way they interact with the core.

Ms. Harris asked if the COGs mean the same thing.

Mr. Terry acknowledged they did not.

He continued by saying there is a lot of discussion, and there is discussion, and there's a decision, commenting that he understood those in a pivotal moment in which [PSAPs equipment] is on its last leg. Understanding where Ms. Harris is, and LeFlore County and Johnston County was given by Mr. Terry as examples of PSAPs that want to replace their equipment.

Mr. Terry stated there needs to be quick work on making some hard decisions as it relates to what the future looks like. He continued saying he could not say much now because the Committee is having those discussions, and the need is there to make some decisions, where possibly the strategic plan may be tweaked a little bit to help foster that.

Mr. Terry stated there is discussion going on right now; there's just not a decision right now, you're certainly being heard.

Ms. Harris commented that basic guidelines on concepts that should be functional, what functional elements have to be there for vendors, without given a name, but a function, and that those are defined as NENA standards. At least that could be done.

Mr. Terry replied by saying he thought that would be in the RFP on the first of 2025.

Ms. Harris thanked Mr. Terry.

Mr. Carnagey called for further discussion.

- e. The Technology Coordinator report was provided by Mr. Coonfield, who reported the cybersecurity assessments had begun, and Mr. Coonfield stated he was in Woods, Texas, and Woodward Counties the week before the meeting in collaboration with the Oklahoma Department of Homeland Security. Additional assessments are planned, and as a reminder, there are a total of fifteen assessments completed under the grant.

The grant cybersecurity specialist position has officially been approved and will be posted on the State of Oklahoma jobs page soon. This position will continue the cybersecurity assessments and assist PSAPs with access to technology-related grant opportunities.

Mr. Coonfield continued explaining the NG9-1-1 Committee is now collaborating with Mission Critical Partners every week to direct proposed policies, procedures, and RFP language. All meetings are held within an executive session.

The GIS RFP is closed as of August 30, with several responses received, and we will be meeting with the GIS RFP Committee to score the responses following an NDA agreement that all committee members must sign.

Mr. Coonfield reported he attended the INCOG PSAP continue operation plan workshop, the Ottawa County Open House, and the National APCO conference in Orlando. Mr. Coonfield stated he did not attend the Muskogee OKlaNENA workshop, but I was able to attend. However, Ms. Amber Mangum with Cyber Command and her team, as well as Mr. Mark Kirby with CISA, completed the presentation.

Mr. Curry clarified that Ms. Mangum did not attend, but her team did.

- f. The Operations Committee report by Ms. Brown, the Committee has been working on the training declaration form, which was originally a rubric; however, having a training declaration form will put more accountability on the agencies as a whole, also tying in with the state's minimum training standards. Ms. Brown added Ms. Goodner added the state statute to the declaration form, which she stated added more weight to the document. This also brings the person responsible for training to the department head, who is accountable as well.

Ms. Brown stated the Committee has also been working on a list of approved courses for the forty-hour courses to be listed on the declaration form or what submissions other agencies have.

Ms. Brown offered to answer questions.

Ms. Harris asked about the rules that were just passed; there was a statement telling PSAPs to send in new hires and fires within so many days. What is the process, like the form or something that will be used?

Mr. Terry responded, explaining that it is being worked through with Virtual Academy and will be handled through Virtual Academy. The idea is to make sure that people are being added and removed within Virtual Academy through the login process. A new hire comes in, they get on the plan, or they launch into the virtual academy, approved, and then we know that they're counted or tracked virtually.

Mr. Carnagey called for further discussion.

- g. The Training Coordinator Update from Ms. Goodner, reported our training platforms. Still being used is Moetivations, whose contract will continue through the end of the calendar year, as users are still being transitioned off that platform and onto Virtual Academy. The reported numbers are a little bit lower, but Ms. Goodner felt it to be expected for July: 108 logins with 110 courses completed and four new users added to the site.

The numbers for Virtual Academy, whose rollout began just over a month ago, have eighty-five agencies that are active users on the site, 1,169 users statewide, and three agencies that have attended an orientation call that Ms. Goodner is waiting for a roster from them. Sixteen agencies have submitted rosters but haven't attended an orientation call yet, and two partner sites, meaning that they were under contract with Virtual Academy before the State contract, are waiting to be transferred under our account. Three sites declined to sign up, and Ms. Goodner is working with them. Ms. Goodner reported there are seventeen that she has not been able to make a confirmed contact with administration yet, despite leaving messages and sending emails. She stated she felt making contact with them would come to a site visit.

Ms. Goodner reports that currently, there are 278 users enrolled in NENA's Core Competency course, with twenty-seven having completed it so far. The T-CPR is available for all users in the course catalog, so far 153 users have completed the training.

Ms. Goodner reports she has been working with 988, Solari, and Community Bridges leadership to put together some sample protocols, policies, and procedures, as well with the City of Woodward to try to integrate into that site to create a foundation for the 988/9-1-1 Liaison that will be joining the team soon. The application pool has been narrowed down to six for the 988/9-1-1 Liaison, and looking forward to scheduling interviews towards the end of this month.

As far as site visits and traveling, Ms. Goodner volunteered, along with the team, at the National Sheriffs Association Conference in Oklahoma City.

I presented a course on call handling for domestic violence and emergency calls in partnership with the Oklahoma Attorney General's office at the OKAPCO regional training.

Traveled to Orlando for the National NENA Conference with Mr. Terry and Ms. Root.

Attended the ribbon cutting ceremony at Ottawa County with Mr. Coonfield.

And attended the Rural Road Safety Peer Exchange at the Capitol in early August.

Mr. Carangey called for questions.

Ms. Curry asked for clarification on the three agendas that declined to sign up for Virtual Academy and their reasons why.

Ms. Goodner explained one of them has a very robust training program, and they may be trying to keep it simple, not wanting to add another platform. Another of them is a member

of the ACOG and receives training from them, and they also want to kind of stick with what they're doing. The third is skeptical of the training. Ms. Goodner stated she talked them into getting a user account to review the platform and make sure that it met their standards.

Ms. Goodner stated she will continue working with them. We're going to try to get everyone on board because it is there's a huge benefit to the training, as well as a communication tool that allows the state to send updates and announcements directly to all of our users, similar to a Facebook page. Communicating has been a challenge for us at the state level. Many great events are going on that we're just not always able to get to everyone. Leadership changes, you know, they move into different organizations, and we don't always get that message directly to our call takers, and this is a way that they will get an email that says, "Hey, there's a new update from the state," and they can log on and see that directly. Ms. Goodner says she is still encouraging them, even if they don't want to use the forty-hour course.

Ms. Goodner called for PSAPs to get logins for their telecommunicators.

Ms. Harris asked if PSAPs have robust training programs and if they can get certified using that program.

Ms. Goodner stated they would still be able to do that, but she would still like them to be users so they have connections to the tools and communication. They do not have to use the NENA forty-hour course if they have already taken it.

Mr. Terry also commented on what Ms. Brown was talking about earlier: the declaration form that references state statutes or rules that outline the criteria. Once you have that form, it will be sent out to an agency that says something like, "We don't need this, our agency has an internal, robust training program." That agency would sign this form and be a declaration back to the state that they will be covering all these things, and then we can come in later and audit to ensure they are covering those things.

Additionally, it would be approving other training programs like APCO, Public Safety Group, and various training programs.

18. The State 9-1-1 Coordinator Report by Mr. Terry, who commented the team has been busy and is very proud of this team. During his vacation, the office continued like normal and moved forward, and he appreciated all of their efforts.

Mr. Terry reported on the efforts in Cimarron County and the continued work with them through elections and everything that happened this year, and he will work to get back up and visit in the next couple of months and try to figure out how to get them off-center. Mr. Terry explained how Mr. Carnagey is continuing to work with them as well. Cimarron County is still running off basic 9-1-1, and future work will be to get them connected.

Mr. Terry noted it was already mentioned the hiring of the the 988/9-1-1 Liaison.

Mr. Terry wanted to bring to the Authority's attention the SIGB, the Statewide Interoperability Governing Body, which is not just radio, but it's also data. Data interoperability is provided by CAD systems, the shared CAD is one way to tiptoe into data interoperability and being able to share data with our neighbors.

Part of this is the statewide communications interoperability plan, SCIP, that is currently active. Part of the Statewide Communications Interoperability Plan that's housed in Homeland Security is Next Generation 9-1-1, there's an entire component within the SCIP related to NG9-1-1. Mr. Terry stated he was involved in those discussions and commented on what that data means to the 9-1-1 telecommunicator to get the call to the field and how the SCIP affects us as it relates to the 9-1-1 center to field responders. Mr. Terry reported having a great call the day before the meeting with great discussion to ensure 9-1-1 is included in the discussion.

Mr. Coonfield and Mr. Terry met with the medical marijuana group from Oklahoma, the Oklahoma Medical Marijuana Authority, who are having issues with requests to validate the XY coordinates for a strip mall, etc., requesting a letter confirming the XY coordinates, and the office was sending them to the local 9-1-1 Coordinators, with no issues in the rural areas, but some of the metro areas would not confirm XY coordinate with a letter, they would provide an address but not the XY coordinates.

After meeting with the marijuana group and having a conversation with them, we found out they changed their application process for dispensaries, where they had to validate the XY coordinates. They were using different public mapping programs or GIS programs, and they were plotting the XY coordinates that weren't anywhere close to where the building was located. The American Marijuana Authority used Google to pull it up, and they would send someone out there, and it would turn out to be the middle of the field.

They may have been using Bing or some other public mapping platform or something for XY coordinate that didn't even make sense. For them to validate the address, they required a letter to confirm the XY coordinates. During the conversation, they asked our office if there is another way to validate or if we can work with you to make sure we're not burdening you with 9-1-1 authorities on requesting XY coordinates. They are working on getting the Google XY coordinates, which, as we know, may not even be the same 9-1-1; XY should be XY, so it should be right.

Mr. Terry thanked Mr. Coonfield for setting up those meetings and working with them to get ahead of the issue.

Mr. Terry stated he was unable to attend the Norman open house but has been to the facility and commented that it is a phenomenal facility that will be opening, he believed, next week. The new center has a command and control area, EOC, and all of those types of things.

Mr. Terry reported that he, Ms. Goodner, and Ms. Root will attend OML next week.

Mr. Terry will be in LeFlore County on Monday in response to a call from the local representative to discuss 9-1-1 dispatch charges for volunteer fire departments.

So I'll be going to LeFlore County and then the OML Conference on September 17.

Mr. Terry and staff will be at the Oklahoma Public Safety Conference from the 14th through the 17th, and that will be our next public meeting on the 16th at 2:30 pm at the Choctaw Conference Center in Durant, Oklahoma. Mr. Terry stated the date and time will be posted on the agenda when it's sent out.

Mr. Sharpton asked if there would be a block of rooms.

Mr. Terry responded there would be.

Mr. Terry reported the November meeting will be canceled and moved to December 5 to coincide with some of the work being done with Next Generation 9-1-1 and to get some preliminary documents on the agenda for approval in the December meeting.

Mr. Terry advised the 9-1-1 Coordinator Workshop is tentatively planned for April 23 24th, but I believe that's the 24th and 25th, however, Mr. Coonfield corrected him and informed him the Workshop would be May 8th and 9th. With work starting to talk to vendors, Mr. Coonfield is working on a potential contract with any Embassy Suites in Norman that is offering a fairly good rate, certainly under what we're budgeting. The goal is to expand the plan and offer additional attendees, with a maximum of 175, inviting the primary and the backup person to attend next year's workshop instead of just one person from each PSAP. This is all with the idea of building continuity within your local 9-1-1 center. Make sure that your backup knows what's going on, also.

19. Chairman's Comments (discussion only)

Mr. Carangey stated he appreciated all the hard work being done by the committees and staff, as well as the chairs of the committees, and getting a lot of work done.

20. Adjournment.

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 September 5, 2024, of the Oklahoma 9-1-1 Management Authority, have been reviewed and approved on this day, the 16th day of October 2024.


Justin Carnagey
Authority Chair