



DELAWARE COUNTY E-911 TRUST AUTHORITY MINUTES

June 19, 2023

The Delaware County E-911 Trust Authority had its regular meeting at noon on June 19, 2023. The agenda was posted June 15, 2023, at 12:39 p.m. and placed on the courthouse door, the 911 building door and the county website. The E-911 Trust Authority is hereby authorized to act on the following items:

The meeting was called to order by Chairman Carl Tesreau. Members: Carl Tesreau, Case Barnwell, Kirsten Rowe, Brandon Alexander, James Beck and Vince Osburn were present. Mark Morris was absent. Also present were Frank Close, Tina Guy, Rod Neal, Jeff Reeves, Carolyn Boothe and minutes clerk Kathy Parker.

AGENDA #1- A motion was made by Rowe and seconded by Beck to approve the minutes of the May 15, 2023, regular meeting. Roll call: Tesreau-yes; Barnwell-abstain; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #2- A motion was made by Alexander and seconded by Beck to hear the treasurer's report. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

Treasurer Case Barnwell said there was nothing new to report. He said a Motorola maintenance contract invoice finally arrived and more money had to be transferred to maintenance and operation to cover it. A motion was made by Rowe and seconded by Beck to approve the treasurer's report. Roll call: Tesreau-yes; Barnwell-abstain; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes.

AGENDA #3- A motion was made by Alexander and seconded by Barnwell to pay claims presented by purchase orders #3996 to #4010. Roll call: Tesreau-yes; Barnwell-abstain; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #4 - A motion was made by Beck and seconded by Barnwell to open the floor for new business. Roll call: Tesreau-yes; Barnwell-abstain; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

Osburn said he spoke with the Fire Chief at Leach and he had no knowledge of the opposition to joining the E-911 system. Osburn said the chief will speak with Matt Harker, who is a member of the department and has been actively fighting the new system and Leach joining. Tesreau said he would happy to visit with the chief and explain the county-wide system.

AGENDA #5 - A motion was made by Alexander and seconded by Osburn to discuss with possible action renewing or moving matured CDs currently in accounts at Grand Savings Bank. Barnwell said one CD matured on June 15, and there is a 10-day period to change it before it rolls over. Barnwell said he polled three banks and the best interest rate available is a 12-month CD at Bank of Grand Lake at 4.75 percent. Barnwell suggested parking the money in the trust's wireless fund account while an account is set up at Bank of Grand Lake. The amount of the CD is \$42,187.49 in account #63908830. Tesreau made a motion to move the money to the wireless account, #12426301, then to a CD at Bank of Grand Lake. Rowe seconded the motion. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried. "The more banks we can do business with, the better," Tesreau said.

AGENDA #6- A motion was made by Tesreau and seconded by Beck to approve Memorandum of Understanding between Delaware County E-911 Trust Authority and Flint Ridge Volunteer Fire Department. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #7- A motion was made by Tesreau and seconded by Rowe to approve a Memorandum of Understanding between Delaware County E-911 Trust Authority and Colcord Volunteer Fire Department. Roll call: Tesreau-yes; Barnwell-abstain; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #8 – A motion was made by Beck and seconded by Osburn to approve Memorandum of Understanding between Delaware County E-911 Trust Authority and Kansas Police Department. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #9- A motion was made by Alexander and seconded by Barnwell to approve Memorandum of Understanding between Delaware County E-911 Trust Authority and West Siloam Springs Police Department. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #10- A motion was made by Tesreau and seconded by Barnwell to approve Memorandum of Understanding between Delaware County E-911 Trust Authority and Colcord Police Department. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #11- A motion was made by Tesreau and seconded by Alexander to approve Memorandum of Understanding between Delaware County E-911 Trust Authority and the City of Grove. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #12- A motion was made by Barnwell and seconded by Beck to approve Memorandum of Understanding between Delaware County E-911 Trust Authority and Cowskin Volunteer Fire Department. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #13- A motion was made by Tesreau and seconded by Beck to approve Memorandum of Understanding for Cleora Fire Department. Roll call: Tesreau-yes; Morris-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #14- A motion was made by Beck and seconded by Tesreau to discuss with possible action ACCO workman's comp insurance. Sixkiller presented the paperwork from ACCO showing the bill paid in one lump is \$820 or \$832 in two payments. Trustees agreed the one-time payment is best, but Tesreau said it should be paid after July 1. Sixkiller said this is just stipulating the trust will pay and the payment option. The bill is not actually due until July 31. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #15- A motion was made by Barnwell and seconded by Tesreau to discuss with possible action SDR eCOP mobile application. Neal said the desktop application of this system is available to anyone, but the mobile app for phones must be purchased. Neal said the system is very accurate. Responders can type in a number only and all the streets on the Delaware County map with those numbers will come up, or, it can send responders to the right place with no numbers. If responders are going to a place where they may not have phone service, they can capture a screen shot of the map and address. A query now shows up as property parcel numbers, but Neal is going to request the parcel numbers be changed to owner names. Sixkiller said the phone application will cost \$4,000 a year to be put on an unlimited number of phones. Tesreau said this tool is invaluable when responders are working where they don't know any addresses. A motion was made by Beck and seconded by Tesreau to purchase the SDR eCOP mobile phone app. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #16- A motion was made by Alexander and seconded by Tesreau to discuss with possible action the purchase of a desktop and/or laptop computer. Sixkiller said with the system expanding, much more data is coming in to the office than before, and the current computer he uses is several years old. He asked Dell for quotes because they are already a 911 vendor. He asked for a 32-gig memory because the map graphics need that much to work. The quote includes Windows 10 and the operating system is called Home and Business. The office currently has no laptop. Beck said Windows Enterprise is the most secure system. Trustees agreed the office needs both a desktop and a laptop computer. Emergency Management Director Jeff Reeves said the new system will offer downloads with information, so the computers need the capacity to hold those, too. The estimate from Dell is \$2467.12 for the laptop and \$2315.26 for the desk top. Alexander made a motion to buy both the computers at an amount not to exceed \$5,000. Beck seconded the motion. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #17- A motion was made by Tesreau and seconded by Beck to discuss with possible action monthly cost to be on the Leach/Rose area tower. Sixkiller said he "talked to the guy and they are more than glad to get us on there, but he didn't know what it was worth." Sixkiller said later an offer was extended at \$300 per month with an increase of three percent per year. Osburn said this is one of the highest towers in the county. Reeves said PSO originally told the City of Grove it could get on the PSO tower at no cost, then later said it would cost \$1600 per month. Tesreau said placement on GRDA towers will be free. He said Stolz researched the best towers for reception and the tower at Leach is one of them. In an effort to make sure 100 percent reception is achieved, a sixth tower is being constructed for the system. The cost will be \$165,000. Cherokee Nation has already committed to donating \$50,000 for this tower, and Tesreau is hopeful the nation may fund the remainder. Tesreau is also asking bankers for help as a public safety project. Tesreau said the trust can afford \$300 a month and he believes that is reasonable. Beck made a motion to pay for placement on the

Leach tower not to exceed \$3600 a year. Barnwell seconded the motion. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried. Tesreau said there are now six tower sites for the county system which show 100 percent coverage.

AGENDA #18- A motion was made by Alexander and seconded by Tesreau to hear the monthly report from the Interim E-911 Coordinator.

Sixkiller said he has met with Susan Cunningham about GIS mapping, which is being paid for by a grant. Multiple addresses have been inputted since the last meeting, including 19 new ones, 66 verifications and 58 referrals. He said he has collected routing sheets from 41 towers in order to get the sectors pointed in the right direction. Callworks is integrating the new shape files into dispatch, 21 signs have been installed, and Sixkiller has applied for a \$50,000 Public Safety Grant.

AGENDA #19- A motion was made by Barnwell and seconded by Osburn to hear the monthly report from the dispatch supervisor. Tina Guy reported 1524 calls were made to 911 in the last month. Only 118 of those were classified as misdials. Guy said she needs to hire another dispatcher. She has nine full-time and one part-time at present. Guy said she is trying to improve training but a lot is lacking.

AGENDA #20- A motion was made by Barnwell and seconded by Beck to go into Executive Session pursuant to Title 25 Oklahoma Statute 307.B.1 to discuss employment, hiring, appointment, promotion, disciplining or resignation of any individual or salaried officer or employee; Tracy Sixkiller, at 1:20 p.m. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #21- A motion was made by Alexander and seconded by Tesreau to return to regular session for discussion and possible vote concerning any necessary action regarding Item #20 identified above. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

The board went back into regular session at 1:50 p.m. A motion was made by Rowe and seconded by Osburn to call a special meeting concerning agenda item #20 to discuss the employment of Tracy Sixkiller when all members of the interview committee are present to give their opinion.

AGENDA #22- A motion was made by Beck and seconded by Osburn to discuss with possible action selection of an attorney for Delaware County E-911 Trust Authority. Beck said the board should consider getting an attorney to attend meetings to protect the board legally. Tesreau suggested getting some names and possible cost. He said the attorney should be local. Tesreau said Josh Lee from Vinita gives legal advice to Monkey Island Fire Department. He said the initial cost should be established and how charges would be made after that. A motion was made by Alexander and seconded by Beck to make Barnwell the point of contact for attorney candidates submitted by board members. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

AGENDA #23- Not needed as there was no action on posting the position for Assistant E-911 Coordinator.

AGENDA #24- A motion was made by Alexander and seconded by Barnwell to open the floor for public comments. There were none.

AGENDA #25- A motion was made by Rowe and seconded by Barnwell to adjourn at 2:54 p.m. Roll call: Tesreau-yes; Barnwell-yes; Rowe-yes; Alexander-yes; Beck-yes; Osburn-yes. Motion carried.

DELAWARE COUNTY E-911 TRUST AUTHORITY MEMBERS


VINCE OSBURN

JAMES BECK


CARL TESREAU

MARK MORRIS

C. E. B. G.

CASE BARNWELL

Kirsten Rowe

KIRSTEN ROWE

B. A.

BRANDON ALEXANDER



DELAWARE COUNTY E-911 TRUST AUTHORITY

CARL TESREAU
MARK MORRIS
CASE BARNWELL

BRANDON ALEXANDER
VINCE OSBURN
JAMES BECK

KIRSTEN ROWE

#1

MOTION MADE BY Tesreau SECONDED BY MORRIS

TO APPROVE/AMEND MINUTES OF SPECIAL JULY 7, 2023 MEETING, AND SIGN REVISED MINUTES FOR JUNE 19 REGULAR MEETING.

MORRIS TESREAU

TESREAU Y MORRIS Y BARNWELL Y ROWE Y ALEXANDER Y OSBURN Y BECK AB

MOTION CARRIED.

WITNESS OUR HANDS THIS 20TH DAY OF JULY, 2023.

DELAWARE COUNTY
E-911 TRUST AUTHORITY

Carl Tesreau
CARL TESREAU

Mark Morris
MARK MORRIS

Case Barnwell
CASE BARNWELL

Kirsten Rowe
KIRSTEN ROWE

Brandon Alexander
BRANDON ALEXANDER

Vince Osburn
VINCE OSBURN

James Beck
JAMES BECK