



DELAWARE COUNTY E-911 TRUST AUTHORITY MINUTES

December 18, 2023

The Delaware County E-911 Trust Authority had its regular meeting at noon on December 18, 2023. The agenda was posted December 14, 2023, at 3:11 p.m. and placed in the kiosk on the courthouse lawn, 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. All board members were present except Kirsten Rowe along with minutes clerk Kathy Parker. Others attending included E-911 Attorney Kim Ritchie, E-911 Coordinator Tracy Sixkiller, Rod Neal, Carolyn Boothe, and Commissioner David Beck.

AGENDA #1- A motion was made by Morris and seconded by Osburn to approve the minutes of the November 20, 2023, regular meeting. Roll call: Tesreau-yes; Barnwell-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #2- A motion was made by Morris and seconded by Barnwell to approve introductions and announcements. There were none.

AGENDA #3- A motion was made by Beck and seconded by Alexander to hear the treasurer's report. Treasurer Case Barnwell said all the CDs have been closed and the money is temporarily in the operating account while he shops for the best CD rates. He said the CD account which has been established at Bank of Grand Lake may have deposits made any time. The interest rate is 3.5%
A motion was made by Morris and seconded by Alexander to approve the treasurer's report. Roll call: Tesreau-yes; Barnwell-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #4 - A motion was made by Alexander and seconded by Morris to pay claims presented by purchase orders. Tesreau said the expenses appear to be normal for a regular month. Sixkiller said the open purchase order is for tower studies which are not yet completed. A motion was made by Tesreau and seconded by Osburn to pay purchase orders #4104 to #4124. Roll call: Tesreau-yes; Barnwell-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #5 – A motion was made by Morris and seconded by Barnwell to open the floor for new business. Osburn asked if the figures on the new budget reflect all the income which will be coming in to 911. Sixkiller and Tesreau said there will be more coming in after the increase from the new law makes its way through the system. Osburn said the committee for dispatch transition needs the correct amount to figure out how much money will be available to pay dispatchers.

There is still some controversy over the boundary between Ketchum and Cleora. Residents need a clear delineation because it affects their ISO insurance rating.

Beck said the wildlife and parks departments use Delaware County for dispatch free. He suggested charging those entities a fee just like all the rest.

Morris said Vo-Tech uses the radio maybe once a year. He asked if they should also be charged a fee.

Tesreau said Ottawa County charges each entity a \$5,000 flat fee to use dispatch. Osburn said he does not think a flat fee is fair, that the number of calls an entity has should determine the rate. Tesreau said the dispatchers must be in the chairs regardless of how many calls entities make.

Morris said all the entities get the same amount of tax dollars, regardless of the number of calls they make. Osburn said that money is not intended to be used to pay for dispatch.

AGENDA #6- A motion was made by Osburn and seconded by Morris to hear the monthly report from the E-911 Coordinator. Sixkiller said 25 new addresses were assigned, 43 were verified, seven were referred and 15 other address calls were answered in November. Sixkiller said the state grant has been approved to pay for NextGen 911 work.

Sixkiller said he had a meeting with Prepared concerning onboarding 911 texting.

SDR is continuing updating on county-wide Emergency Services Numbers for dispatchers.

Sixkiller attended a SWEPCO meeting and drill last week.

It appears load studies on towers are going to cost approximately \$2,500 each.

Alexander said there was a county boundary dispute over the weekend, so the new boundary maps should be distributed as soon as possible. He said the Seneca-Cayuga tribe wants federal ESNs for dispatch.

Sixkiller said SDR is drawing the new boundaries for dispatch and he has a call set up to work on the boundaries this afternoon. Beck asked about the city boundaries in West Siloam Springs. He said the current dispatch maps have some areas as city limits which are not. Neal pointed out that there is a long strip along Highway 412 that is inside the city limits.

A discussion ended in agreement that if city boundaries are changed, the changes must be filed with OTC.

Beck said there was a car accident at Mosely, but the county does not work car wrecks anyway, State Troopers do.

Kim Ritchie said it is not necessary for new city boundaries to go through commissioners' meetings, but they must be filed with the OTC and in the County Clerk's Office.

AGENDA #7 – Was not needed because the dispatch supervisor was not present to give a report.

AGENDA #8- A motion was made by Morris and seconded by Beck to discuss with possible action adding the ability to text 911 to the county system, tabled from last month. Tesreau said the new system has this capability, but carriers coming in to the system must approve. Beck said he confirmed the vendor he talked with says their product is true 911 texting.

Sixkiller said he called the current system provider, ECW, and they would charge a fee to implement 911 texting plus a monthly fee. In addition, the 911 texting would have to be integrated into the consoles. The company called Prepared has 911 texting which is not incorporated into the console. Sixkiller said there are large price differences and the Prepared program can be taken to the new center. Tesreau said it seems silly to add to the old consoles when they will soon be replaced. Prepared can provide the service now and be taken to the new center. No action was taken.

AGENDA #9- A motion was made by Alexander and seconded by Tesreau to discuss with possible action \$800 per month charge to use PSO tower, tabled from last month. Tesreau said the Butler tower will serve the purpose if the ongoing load study determines it can be used. The need could be eliminated for the PSO tower. A motion was made by Tesreau and seconded by Barnwell to table the item until next month. Roll call: Tesreau-yes; Barnwell-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #10-A motion was made by Alexander and seconded by Tesreau to approve the 2024 E-911 Trust meeting dates. A discussion pointed out a couple of meetings were moved up a week because the third Monday landed on a holiday. A motion was made by Tesreau and seconded by Osburn to approve the 2024 meeting dates. Roll call: Tesreau-yes; Barnwell-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #11-A motion was made by Tesreau and seconded by Barnwell to discuss with possible action on Spatial Data Research performing quarterly data updates. Sixkiller said this is continued discussion from last month. SDR does quarterly updates of the NextGen 911 data. He said it is worth \$2000/year to get the bugs worked out. A motion was made by Tesreau and seconded by Barnwell to approve the purchase. Roll call: Tesreau-yes; Barnwell-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #12-A motion was made by Alexander and seconded by Morris to discuss with possible action Prepared Services. Sixkiller had talked extensively to the representative and had the paperwork with the cost of various plans. He had called the rep back and negotiated a cheaper quote. Tesreau said the prices will probably be better before the new year. The system not only provides texting 911, but also provides for pictures, livestreaming and screen shots to be sent to dispatch. Morris asked how much added burden that would put on dispatchers. He asked if there were any of these systems in use locally that the board could see in operation. Beck wanted to confirm this is true 911 texting and not an icon on the phone screen. Sixkiller said dispatch supervisor Tina Guy particularly liked the enhanced part of the presentation. Barnwell suggested the on-scene capabilities might be added later if the enhanced package works well.

Sixkiller got Chris Caden, the rep, on the phone to answer questions. Caden confirmed the program is true 911 texting. The plan is in use in Miami and Mayes County, so it would be possible for the board to see it in operation. Caden said although Prepared can be integrated into the console, it is made to be a stand-alone, web-based program. Morris asked which plan Sixkiller would recommend. Sixkiller said he would recommend the enhanced tier of service. A motion was made by Morris and seconded by Osburn to table the item until next month. Roll call: Tesreau-yes; Barnwell-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

AGENDA #13-A motion was made by Alexander and seconded by Morris to discuss with possible action PSAP Director job description. Tesreau said this job is strictly for dispatch, and should be filled while the system is being installed to determine the number of dispatchers needed, scheduling and all other aspects of how the dispatchers will work. He said many descriptions are available with varying requirements for education and experience. He handed out an example from North Carolina. Tesreau said salary should be determined by the board, when and how long the application will be open, qualifications, education and experience which will be required. He would like to have a description ready by the January meeting.

AGENDA #14- Not needed because the wording was wrong. The item should have said dispatcher transition committee, not dispatcher hiring committee.

AGENDA #15-A motion was made by Morris and seconded by Barnwell to discuss hiring of administrative support. Tesreau asked the board when 911 gets moved into the new building, if they want to hire administrative support or pay Reliable Accounting to continue handling the accounting and payroll. Morris asked if there will be any money to pay that person. Beck said when the new law money gets into the system, there might be money for the support person. Sixkiller said Reliable is paid \$225 per month to do the accounting now, but that doesn't include any payroll except his. Dispatch payroll is still done through the county office. Barnwell suggested getting a price from Reliable based on payroll and other work that will need to be done. Alexander said it is just a matter of which would cost more, in-house or out-sourcing. Osburn asked how much a dispatcher costs now. Beck said each one costs \$50,000 including benefits. No action was taken.

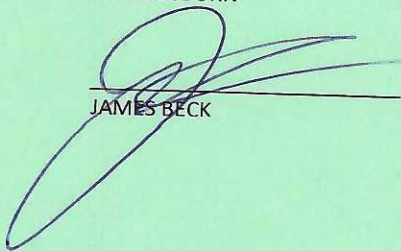
AGENDA #16-A motion was made by Morris and seconded by Barnwell to discuss with possible action installation of mobile radios and portable radios, starting with agencies who currently have no access to the 450 radio system. Morris said some entities can't talk now, so he put the item on the agenda. Neal said the radios would have to program on the current system, then be reprogrammed on the new system, which would come at considerable cost. There was discussion about Cherokee Nation and GRDA being able to talk to our dispatch. Tesreau said "gateways" can accomplish this. No action was taken.

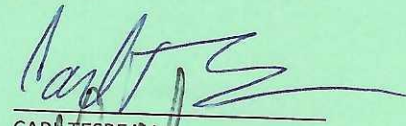
AGENDA #17-A motion was made by Alexander and seconded by Beck to open the floor for public comments. There were none.

AGENDA #18-A motion was made by Morris and seconded by Rowe to adjourn at 1:29 p.m. Roll call: Tesreau-yes; Barnwell-yes; Alexander-yes; Beck-yes; Osburn-yes; Morris-yes. Motion carried.

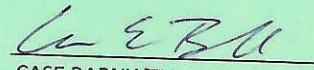
DELAWARE COUNTY E-911 TRUST AUTHORITY MEMBERS


VINCE OSBURN


JAMES BECK


CARL TESREAU


MARK MORRIS


CASE BARNWELL


KIRSTEN ROWE


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 Alexander SECONDED BY Morris

TO APPROVE/AMEND MINUTES FOR DECEMBER 18, 2023, REGULAR MEETING.

M-Osborn 2nd Rowe

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

MOTION CARRIED.

WITNESS OUR HANDS THIS 29TH DAY OF JANUARY, 2024.

DELAWARE COUNTY
E-911 TRUST AUTHORITY

[Signature]
CARL TESREAU

[Signature]
MARK MORRIS

[Signature]
CASE BARNWELL

[Signature]
KIRSTEN ROWE

[Signature]
BRANDON ALEXANDER

[Signature]
VINCE OSBURN

[Signature]
JAMES BECK