



DELAWARE COUNTY E-911 TRUST AUTHORITY MINUTES

August 19, 2024

The Delaware County E-911 Trust Authority had its regular meeting at noon on August 19, 2024. The agenda was posted August 15, 2024, at 3:45 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. Board member James Beck was absent.

AGENDA #1- A motion was made by Rowe and seconded by Alexander to approve the minutes of the July 15, 2024 meeting with a correction of one person present to read Josh Bynum of Jay Police Department. Roll call: Tesreau-yes; Alexander-yes; Barnwell-yes; Rowe-yes; Osburn-yes. Morris- abstain. Motion carried.

AGENDA #2- A motion was made by Morris and seconded by Rowe to approve introductions and announcements. Tesreau said the walk-through with the punch list is tomorrow. He will haul the dispatch furniture from storage on Monkey Island Thursday and Stolz will begin installing the furniture Friday. Microwave equipment has been ordered for the towers that need it. The two towers which do not need microwave dishes will need to be placed online first, to get Grove dispatch moved to the new center as soon as possible. Tesreau said the building looks “fantastic” and is ready for the punch list. The generator should arrive in September. Introductions included Josh Bynum of Jay P.D., D.A. Investigator Ron Teel, Jordy Maner of the Colcord Fire Department and Carolyn Boothe.

AGENDA #3- A motion was made by Osburn and seconded by Morris to hear the treasurer’s report. Treasurer Case Barnwell said there is \$274,000 in the cash account, and \$421,000 in the CD at Bank of Grand Lake. A motion was made by Rowe and seconded by Morris to approve the treasurer’s report. Roll call: Tesreau-yes; Alexander-yes; Barnwell-yes; Rowe-yes; Osburn-yes. Morris- abstain. Motion carried.

AGENDA #4 - A motion was made by Rowe and seconded by Alexander to pay claims presented by purchase orders #4271 to #4287 and blanket purchase orders #4288 to #4301. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #5- A motion was made by Alexander and seconded by Morris to open the floor for new business. Morris asked if OTIS and GeoSafe are linked in dispatch because call information must be copied and pasted if they are not. Longacre said the information will populate from OTIS to GeoSafe, but not the other way around. He is working to get this feature plus automatic population into the ZTron system installed.

AGENDA #6 – A motion was made by Alexander and seconded by Tesreau to hear the monthly report from E-911 Coordinator. Sixkiller said since the last meeting, 24 new addresses have been issued, 64 were verified, 17 were referred and 15 other calls were answered. Sixkiller said Neal is working on a map layer for fire department mutual aid. He and Neal scouted The Points for some new home site addresses. Sixkiller said he has had some requests to fix addresses on other platforms such as Google and Apple. He is working with Longacre on new hires. He said he “ran into the BOLT guy” while scouting addresses and asked him to come see the new building.

AGENDA #7- A motion was made by Rowe and seconded by Tesreau to hear the monthly report for E-911 PSAP Director. Longacre told the board a room must be outfitted at the new center for lactation as two of the dispatchers need this service. He said one full-time dispatcher from Grove has already moved to the county system and one employee who worked part-time at Grove has taken full-time employment on the county system. Longacre said GeoSafe administration has been set up for Grove. He said OLETS needs to stay at department levels for renewals, otherwise every call comes in as E-911. Longacre said the fire departments are signing up and beginning to pay for dispatch, even the previous “fence sitters.” He said seeing the new center helps them decide.

Longacre said the first dispatcher payroll totaled \$13,975 which comes in under budget. Tesreau said Emergency Manager Jeff Reeves is writing a sustainability grant which will help with expenses, including payroll, if it is awarded. Longacre said he has had only minor complaints. Tesreau said the atmosphere seems good in dispatch. Longacre said until Sept. 1, he has encumbered 80 hours to help

staff Grove dispatch. Grove will be reimbursed \$18.75 per hour for the number of those hours used. Tesreau said as soon as consoles are installed and the north tower becomes operational, dispatching can move out of Grove.

AGENDA #8- A motion was made by Tesreau and seconded by Morris to sign a dispatch agreement between the BOCC and Delaware County E-911 Trust Authority for dispatcher pay. Parker explained no amount was put in the contract as the county budget is not yet finalized. Assistant District Attorney McKnight did not want the commissioners to sign the contract with no amount, so \$508,000 was put in as the budgeted amount, since that was the amount awarded last year. The contract states the amount may be revised, and when the county budget is final, the amount can be changed if necessary. A motion was made by Morris and seconded by Osburn to sign the agreement. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes. Morris-yes. Motion carried.

AGENDA #9-A motion was made by Tesreau and seconded by Barnwell to accept MOU for PSAP dispatching between Delaware County E-911 Trust Authority and Flint Ridge Volunteer Fire Department for PSAP dispatching. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #10-This item was not needed.

AGENDA #11-A motion was made by Tesreau and seconded by Morris to table the acceptance of the City of Grove dispatch agreement until the September meeting. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #12-A motion was made by Alexander and seconded by Morris to discuss with possible action temporary position for a project manager to oversee the installation of electronic equipment. Morris said he put this on the agenda as the transition process is not happening fast enough for him. He said since the transition has lot of components, a temporary person could oversee radio system installations to free up Longacre for other work. Morris said he must have his dispatchers moved by Sept. 1 and this will expedite the process. He proposes asking Harlan Moore. Osburn asked what help is needed. Morris said Longacre is working on tower agreements, MOUs and OLETS agreements, and he gets behind when he has to work dispatch himself. Longacre said he is keeping up. His staff number is increasing and he is trying to get up to three dispatchers who can work alone seated at all times.

Morris said everyone will want their own template set up. Tesreau said the new person will have no clue about any of this new equipment and its set up. Tesreau said he and Reeves can take point on this and help with radio installation. Morris said it is important to get going as soon as possible. Osburn said the important thing is to get dispatchers trained so Longacre doesn't have to dispatch. Longacre agreed it is a bigger benefit to get dispatch staffed so he does not have to dispatch himself. Rowe said Sept. 1 is only 13 days away. As far as Longacre writing SOPs, Rowe said one should be drafted for all to use. Longacre said he will let the board know if he gets overloaded. He said everything is smoothing out.

AGENDA #13- A motion was made by Osburn and seconded by Rowe to approve MOU between Delaware County E-911 Trust Authority and Cowskin Volunteer Fire Department for PSAP dispatching. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

Tesreau said he would skip to item 16 and return to the executive session items at the end.

AGENDA #16-A motion was made by Morris and seconded by Rowe to discuss with possible action lodging for Tracy Sixkiller, Rod Neal and Kyle Longacre for the 2024 Oklahoma Public Safety Conference in October. Sixkiller said hotel rooms for all three will be approximately \$1,200. A motion was made by Tesreau and seconded by Barnwell to approve up to \$1,400 for the conference. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #17- A motion was made by Rowe and seconded by Alexander to discuss with possible action AirEvac. Alexander said he did not get any prices, but the former Jay dispatchers want the service provided for them as part of their employment package. Tesreau said it might be prudent to hold off on that expense since the budget is unsure. Alexander wants to provide the service for dispatchers. After some discussion, it was loosely decided to offer membership in AirEvac as an incentive to staying at dispatch for one year.

AGENDA #18- A motion was made by Morris and seconded by Tesreau to approve the MOU between Delaware County E-911 Trust Authority and West Siloam Springs Fire Department for PSAP dispatching. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #19- A motion was made by Morris and seconded by Tesreau to approve the MOU between Delaware County E-911 Trust Authority and Zena Volunteer Fire Department for PSAP dispatching. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #14- A motion was made by Rowe and seconded by Osburn 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, Kyle Longacre, at 12:47 p.m.

AGENDA #15- A motion was made by Morris and seconded by Rowe to return to regular session for discussion and possible vote concerning any necessary action regarding item #14 above at 1 p.m. A motion was made by Rowe and seconded by Alexander to increase Sixkiller and Longacre's salaries by \$2,500 each per year. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried.

AGENDA #20-A motion was made by Rowe and seconded by Tesreau to open the floor to public comments. There were none.

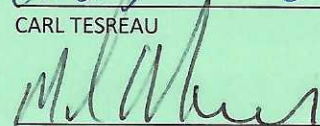
AGENDA #21-A motion was made by Alexander and seconded by Barnwell to adjourn at 1:04 p.m. Roll call: Tesreau-yes; Alexander-yes; Osburn-yes; Barnwell-yes; Rowe-yes; Morris-yes. Motion carried


DELAWARE COUNTY E-911 TRUST AUTHORITY MEMBERS


VINCE OSBURN

JAMES BECK


CARL TESREAU


MARK MORRIS


CASE BARNWELL


KIRSTEN ROWE


BRANDON ALEXANDER