



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
Thursday, October 09, 2025 at 4:00 PM

MINUTES

The Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in Conference Room B at the Development Center, on Thursday, October 09, 2025 at 4:00 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, at the Development Center at 225 N. Webster, and on the City website at least 24 hours prior to the beginning of the meeting.

ROLL CALL

PRESENT

Chairman Linda Price
Committee member Kenny Orr
Committee member Kyle Hurley
Committee member Mark Emerson
Committee member Russell Rice
Committee member Gregory Gilkey
Committee member Brittany Elliott

ABSENT

Committee member Lea Greenleaf
Committee member Ann Gallagher

OTHERS

Major Chad Vincent, NPD
Major Brent Barbour, NPD
Dannielle Risenhoover, Admin. Tech IV
Kim Coffman, Budget Manager
Bill Scanlon, Citizen
Russell Anderson, Dispatch
Chief Travis King, NFD
Asst. Chief Jason Smith, NFD
Asst. Chief Pat Holding, NFD

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF MINUTES FROM SEPTEMBER 11, 2025

Member Hurley moved to approve the September 11, 2025, Public Safety Oversight Committee minutes which were duly seconded by Member Emerson. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from September 11, 2025.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT AND/OR DISCUSSION OF FINANCIAL REPORTS

Kim Coffman gave the update. Sales tax revenue is down 9.5% from the budgeted target. "Keep in mind, the monthly target to meet budget is just over a million dollars," Coffman said. "We have not met that at all. October is not looking much better." Use tax revenue is over the budgeted amount by 3%; however, this does not make up for the lack of sales tax revenue.

Norman Public Schools (NPS) has not remitted payment for September's \$60,000 School Resource Officer (SRO) invoice that was issued approximately 30 days ago. Coffman reached out to Tyler Jones with NPS, and he asked that Coffman resend the invoice. Additionally, Coffman will be issuing the October SRO invoice within the next few days.

Coffman reviewed individual department and division expenses, focusing mostly on overtime costs. "For each division, overtime is over budget except for in Fleet and Heavy Repair," Coffman said.

The Patrol Department had a \$36,000 expense in overtime for the month of September. "They're actually only at 26% of their salary budget, so that's not bad," Coffman said. School Resource Officers had a \$4,200 overtime payment for September. That places SROs 3% over their salary budget. Criminal Investigations had a \$3,600 overtime payment for September; however, they are still below their salary budget. Emergency Communications had a \$2,500 overtime payment for September, which puts them 5% over their salary budget.

The Fire Department spent \$33,377 on overtime in the month of September. "They're slightly over budget," Coffman said.

Major Barbour and Chief King pointed out that the City is reimbursed for some overtime costs but those reimbursements are not put back into the salary budget. Instead, they are deposited into the City's General Fund. Coffman said, "We always have to keep expenses and revenues separate, but if you look at those two items together, you'll get a better picture overall." Coffman stated that she would gather the reimbursement data and provide it to the Committee.

Items submitted for the record:
Financial Reports

DISCUSSION & ACTION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

Chief Travis King gave the update. Engine 3 that was scheduled to be received in December 2025 is expected to be received in January 2026. Ladder 1 that was scheduled to be received in May 2026 is now expected to be received in "late summer". A new fire academy started October 6th with 11 recruits. It is believed that they will start shift work in December.

b) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the update. He highlighted the upcoming community events that the Police Department will be taking part in:

National Night Out: Tuesday, October 14
Turning Point USA: Thursday, October 16
Diamond Creek Apartments Cookout: Monday, October 20
Home football game: Saturday, October 25

Brett Willer has been hired as an additional Norman Police Department Community Outreach Officer. He will start in this position in January 2026.

Nine cadets are slated to graduate from the Norman Police Academy on Thursday, October 16. Applications are still being accepted for the next police academy that will be hosted in May 2026.

c) DISPATCH UPDATES

Russell Anderson gave the update. The Dispatch Division is down three employees. Three individuals are in the hiring process. The next academy will start October 31, 2025. Dispatch will have the Mobile Command Post at the National Night Out and Fall Fest events. The Department continues to work with the University of Oklahoma Computer Science Department on a quality assurance program. "Maybe by the end of this semester we'll have a semi-functioning product from them that they can start polishing up in the future capstone projects," Anderson said.

The City of Edmond is looking at joining Oklahoma City's radio system. "This would be great for interoperability for us," Anderson said. "We're already on the same CAD system so if we could do a shared CAD system and shared radio system, that's huge amounts of geographic difference between the two of us, so if two of us went down we could park ourselves in either communications center."

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Barbour gave the update. He hopes that the Vehicle Storage Facility will be completed in a month. The Norman Police Department recently utilized the Emergency Communications Operations Center to host a regional conference. "It was another great use of not only the space and the facility, but of the adaptability of the space," Barbour said.

4. DISCUSSION OF PUBLIC SAFETY STUDY AND IMPLEMENTATION

Member Hurley will reach out to City Council regarding what the next steps should be involving the Public Safety Study and implementation.

5. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF THE 2026 SCHEDULE OF MEETINGS

Member Rice commented that the Public Safety Oversight Committee meeting is at the same time as the City Council Oversight Committee meeting each month. He made a motion to move the Public Safety Oversight Committee meeting to 3:00 PM on the second Thursday of every month so that the meetings would not conflict with each other. This motion was duly seconded by Member Elliott. The motion passed unanimously. The Public Safety Oversight Committee will start meeting at 3:00 PM, the second Thursday of each month, starting January 2026.

6. ESTABLISH TOPICS FOR THE NOVEMBER 13, 2025, MEETING

There are no new topics for the November 13, 2025 meeting.

MISCELLANEOUS COMMENTS

Member Gilkey congratulated Kim Coffman and the City of Norman Finance Department on their Distinguished Budget Award. Coffman was also congratulated on the scholarship she was awarded by the Government Finance Officers Association (GFOA) to attend a local government finance conference in Australia.

ADJOURNMENT

Member Rice made a motion to adjourn the meeting which was duly seconded by Member Hurley. The motion passed unanimously.

Linda Price, Chair
Citizens Public Safety Oversight Committee