



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
Thursday, April 09, 2026 at 3:00 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, April 09, 2026 at 3:00 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, 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 Kyle Hurley
Committee member Mark Emerson
Committee member Russell Rice
Committee member Ann Gallagher
Committee member Gregory Gilkey
Committee member Brittany Elliott
Committee Member Nicholas Heflin

ABSENT

None

OTHERS

Major Jamie Shattuck, NPD
Major Chad Vincent, NPD
Asst. Chief Jack Ingram, NFD
Council Member Robert Bruce
Kim Coffman, Chief Accountant/Asst. Finance Director
Dannielle Risenhoover, Admin. Tech. IV
Jacob Huckabaa, Budget Analyst
Bill Scanlon, Citizen

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF MINUTES FROM MARCH 12, 2026

Member Gallagher moved to approve the March 12, 2026, Public Safety Sales Tax (PSST) Oversight Committee minutes which were duly seconded by Member Gilkey. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from March 12, 2026.

REPORTS

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

Kim Coffman gave the report. March sales tax was 6.6% below the budget target. “Overall, we’re about 3% below the budget target for revenue,” Coffman said. “We’re waiting on reimbursements from the (Norman Public) School District for January and February.” Norman Public Schools were also recently issued the March invoice for the City provided School Resource Officer Program.

Coffman reported that every division in the Public Safety Sales Tax Fund looks “pretty good” except for the School Resource Officer Division. This division is over their March budget target by 20%. The Dispatch Division, Fire Department and Police Department are also over their March budget targets by 11% or less – all due to overtime.

“Year-to-date, all expenditures, we’re about 8% above the budget target,” Coffman said. “A lot of that is due to the capital projects and the fact that we have already completed all of our debt service payments and there’s still three months left in the year; so, I think we’re looking pretty good overall.”

Items submitted for the record:
Financial Reports

DISCUSSION & ACTION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

Assistant Fire Chief Jack Ingram gave the report. The City should take possession of the newly built & purchased Engine 3 next week. This engine should be in service by the end of April. The newly purchased mid-mount aerial ladder is expected to be ready in October 2026.

The next few months will include the following Fire Department trainings: rescue flood water and swift water training, mass casualty shooting training, technical rescue training, hazmat training, and airport training.

b) POLICE DEPARTMENT UPDATES

Major Jamie Shattuck gave the update. He stated that the Police Department is entering their two busiest months of the year. The Police Department will be taking part in the following April and May community events:

High School Sporting Events
High School & College Graduations
Medieval Fair
Norman Music Festival
University of Oklahoma Spring Football Game

The next Police Academy is scheduled to start May 1, 2026. It is believed that 12 cadets will comprise this academy.

c) DISPATCH UPDATES

Major Chad Vincent gave the update. There are three 9-1-1 dispatcher positions open in the Dispatch Division. Fifty-six applications have been submitted for these positions. A June or July start date is estimated for those who are hired.

Dispatch is still working with the University of Oklahoma on developing a quality assurance program.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Chad Vincent gave the update. He stated that Crossland Construction is still working through a few punch-list items.

There has been no known response to the recommendation letter that the PSST Committee sent to City Council regarding the funding for the second Emergency Communications Operations Center generator.

4. DISCUSSION OF PUBLIC SAFETY STUDY AND IMPLEMENTATION

With no new information available, there was no discussion regarding the Public Safety Study and implementation.

5. ESTABLISH TOPICS FOR THE MAY 14, 2026 MEETING

There were no new topics suggested for the May 14, 2026 meeting.

MISCELLANEOUS COMMENTS

Council Member Bruce asked for a clear understanding of the Committee's oversight objectives. Several Citizens Public Safety Sales Tax Oversight Committee Members and Kim Coffman gave an explanation.

ADJOURNMENT

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

Linda Price, Chair
Citizens Public Safety Oversight Committee