



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
Thursday, May 08, 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, May 08, 2025 at 4:00 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 Kenny Orr
Committee member Kyle Hurley
Committee member Mark Emerson
Committee member Ann Gallagher
Committee member Gregory Gilkey

ABSENT

Committee member Lea Greenleaf
Committee member Russell Rice

OTHERS

Major Chad Vincent, NPD
Major Brent Barbour, NPD
Asst. Chief Chad Roney, NFD
Kim Coffman, Budget Manager
Dannielle Risenhoover, Admin. Tech. IV
Jacob Huckabaa, Budget Tech.
Bill Scanlon, Citizen

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF MINUTES FROM APRIL 10, 2025

Assistant Chief Chad Roney requested that under section 3(a) of the April 10, 2025 minutes, the words "hazmat status levels" be stricken and changed to "federal mutual assistance grant (FMAG) requirements". Member Hurley moved to approve the April 10, 2025 Public Safety Oversight Committee minutes, with this amendment, which was duly seconded by Member Gallagher. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from April 10, 2025.

REPORTS

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

Kim Coffman gave the report. As of the end of April, sales tax revenue is 8% below the budgeted target. "That's about \$900,000 lower than we anticipated," Coffman said. The School Resource Officer (SRO) reimbursements are about 45% under the budgeted target. Coffman has invoiced Norman Public Schools (NPS) for the February, March and April SRO services that City of Norman has provided. The invoicing included a credit of about \$14,000 for one SRO who has been on leave. Coffman has been in contact with the City's Legal Department regarding recovering of some SRO overtime costs from NPS. Overall, revenues are about 7% below the budget target.

Coffman reviewed the expenses in the Public Safety Sales Tax (PSST) Fund.

Member Hurley asked how the revenue projections Fiscal Year 2026 (FYE26) were looking. Coffman replied, "We're projecting flat sales tax, same budget as the current year; but, our expenses will grow inherently just because we have merit increases and some other increases were approved. The City Manager did ask the departments to offer up some cuts for the '26 budget, but we're still upside down. Luckily we have (General) Fund balance to fund that at this point, but it's getting low."

According to Coffman, the PSST Fund balance is "ok" going into FYE26; however, it is on pace to require a subsidy from the General Fund.

Items submitted for the record:
Financial Reports

DISCUSSION & ACTION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

Assistant Chief Chad Roney gave the update. A new brush unit is expected to arrive fall of 2025, a new engine is expected in December 2025, and a new ladder truck is expected around May of 2026. The other two fire engines the department is expecting have been paid for but do not have an arrival date yet.

There are eight open positions on the fire department. Roney said that this contributes to overtime and with "vacation season upon us", there is bound to be an increase in overtime.

Continued fire education training is tailored to the types of calls the department will likely respond to during a given season. With the spring rains, the department focused their training on swift water rescue and collaborated with other City departments, like the Street Department, in preparation for quick response times.

b) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the update. Currently, the Police Department has 180 commissioned officers, leaving the department four personnel short of being fully staffed. Vincent says that there are “well over 200 applicants” for the next academy that hasn’t been given a starting date.

Police Week starts on May 12 and summer youth activities are opening now. The youth activities include: Safety Town, Police Athletic League, and the Junior Police Academy. “It’s a great way to connect with younger folks in the community,” Vincent said. Registration forms for these activities are available on the Norman Police Department’s webpage.

c) DISPATCH UPDATES

Major Brent Barbour gave the update. The three open positions in the Dispatch Department have been filled. A formal mentoring program has been implemented in the department. This program will also help with quality assurance within the department.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the update. He confirmed that after record rainfall, the Emergency Communications Operations Center (ECOC) does not leak. Punch list items at the facility are still being worked on. The recent wildfires caused the facility to be used at an increased level with teams from across the City.

3. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT AND/OR DISCUSSION OF LETTER TO CITY COUNCIL & CITY MANAGER REGARDING SCHOOL RESOURCE OFFICER OVERTIME

With the absence of Member Greenleaf, Member Emerson motioned to table this discussion until the next meeting. This was duly seconded by Member Hurley. The motion passed unanimously.

4. DISCUSSION OF PUBLIC SAFETY STUDY AND IMPLEMENTATION

Member Hurley believes that the Matrix Public Safety Study needs to be “unpacked” and a plan created for implementation of the study’s suggestions. He believes that this should be done in small group meetings outside of the regular Public Safety Sales Tax Oversight meetings and that the small groups should include members of Council and personnel from various City departments. Member Gallagher motioned that Member Hurley spearhead the organization of these meetings and it was duly seconded by Member Gilkey. Member Hurley had no objection and the motion passed unanimously.

MISCELLANEOUS COMMENTS

5. ESTABLISH TOPICS FOR THE JUNE 12, 2025 MEETING

The Agenda item “Discussion of Public Safety Study and Implementation” will remain a standing item on the Public Safety Sales Tax Oversight Committee agenda until further notice.

Kim Coffman announced Member Ashlie Durham’s resignation from the Public Safety Oversight Committee and asked the current members to encourage Ward 7 residents to apply for the open position.

ADJOURNMENT

Member Emerson 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