



**CITY OF NORMAN, OK**  
**PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING**  
Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069  
Thursday, August 08, 2024 at 4:00 PM

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## 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 the 8<sup>th</sup> day of August, 2024, at 4:00 p.m., and notice of the agenda of the meeting were 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 Russell Rice  
Committee Member Ann Gallagher  
Committee Member Greg Gilkey

#### ABSENT

Committee Member Lea Greenleaf

#### OTHERS

Major Brent Barbour, NPD  
Asst. Chief Chad Roney, NFD  
Russell Anderson, Comm. Systems Manager  
Kim Coffman, Budget Manager  
Dannielle Risenhoover, Administrative Tech. IV  
Jacob Huckabaa, Budget Technician  
Bill Scanlon, Citizen  
Captain Shawn Hawkins, NPD  
David Grizzle, NFD  
Brayden Gulliver, Citizen

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed everyone to the meeting.

## **MINUTES**

### **1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM JULY 11, 2024**

Member Gilkey moved to approve the July 11, 2024 Public Safety Oversight Committee minutes which were duly seconded by Member Gallagher. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from July 11, 2024.

## **REPORTS**

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

Kim Coffman gave the report. July 1, 2024 was the first day of Fiscal Year 2025. The City was almost 8% under the budget target for sales and use tax. The School Resource Officer (SRO) program payment negotiations with Norman Public Schools (NPS) are still on-going. Seven hundred and thirty-two thousand dollars is budgeted as NPS's portion of the SRO program costs. This payment will still require a subsidy into the Public Safety Sales Tax (PSST) Fund from the General Fund and Capital Fund of almost \$283,000 to stay positive. The City is still in negotiations with NPS regarding how much NPS should/will pay toward the program.

Coffman states that there was not a lot of spending in July, but there were two payrolls. All divisions are under budget except for the Fire Department who is 17% (1/12 of their total annual budget) over their salary budget due to overtime being paid while some employees use earned vacation time. "July is our biggest, if not our second biggest, vacation month," Assistant Fire Chief Chad Roney said. "We have a lot of vacations that happen, you add OJI's (on-the-job injuries) to that, you add sick calls to that – there was a lot of overtime called in July. You combine that with being understaffed, having 50 on shift is not adequate for how we need to run things; so, when we start adding those vacation slots, it throws us into overtime. It's going to be an on-going problem until we can get some more hires."

Items submitted for the record:

Financial Reports

### **3. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FYE 2024 ANNUAL FINANCIAL REPORT**

Member Rice moved to approve the FYE 2024 Public Safety Oversight Committee Annual Financial Report which was duly seconded by Member Gallagher. The motion passed unanimously.

Items submitted for the record:

FYE 2024 Public Safety Oversight Committee Annual Financial Report

## **DISCUSSION & ACTION ITEMS**

### **4. MONTHLY UPDATES**

#### a) FIRE DEPARTMENT UPDATES

Assistant Chief Chad Roney gave the report. The aerial ladder platform is at least one year out from the start of its construction. Roney states that wait times for new fire apparatuses are dramatically long due to supply chain issues. The Public Safety Study continues to be conducted.

Roney stated that emergency life support equipment has not been placed back onto the fire apparatuses at stations five or six. He had no significant updates regarding the situation.

Member Hurley asked what qualifies fire apparatuses for replacement. Roney stated, "There is a matrix that the garage has. I cannot effectively answer that for you because they literally have a program that they input all of those things in and it gives recommendations for what they're going to retire and what they're going to keep." The matrix includes such things as the age, number of hours, and number of miles on the apparatus. Kim Coffman will request the vehicle replacement matrix from the Fleet supervisor and send it to the Committee. "I know that the Fire Chief has some discretion as to when they actually replace vehicles," Coffman said.

#### b) POLICE DEPARTMENT UPDATES

Captain Shawn Hawkins gave the report. He stated that staffing is the department's biggest challenge right now being 20 officers short of fully staffed. Six cadets recently graduated from the Police Academy and are in field training. Assuming there are no other staff changes, once these officers are moved to the position of solo patrol officer, the department will be down 14 officers.

The 67<sup>th</sup> Norman Police Academy starts August 9, 2024 with eight cadets. This academy is 26 weeks long. A lateral academy will start October 19, 2024. There are currently thirteen applicants for the lateral academy. A March 2025 academy is anticipated as well.

National Night Out is scheduled Monday, September 30.

A new program call SPIDR Tech has been launched by the Police Department. This new technology allows the Norman Police Department (NPD) to update 911 callers, via text messaging, regarding NPD's response to their calls and cases. It also offers callers the opportunity to provide feedback, in the form of a survey with a comments section, regarding their experience with the NPD.

#### c) DISPATCH UPDATES

Russell Anderson gave the report. The Dispatch Department is short four employees; however, four people will start the Dispatch Academy on August 9, 2024. Anderson expressed gratitude for the Mobile Command Post as it was used recently during a man hunt and while relocating patients from Norman Regional Hospital's Porter Campus to the HealthPlex.

#### d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the report. The grand opening for the Emergency Communications Operations Center (ECOC) is August 27<sup>th</sup> at 9:00 AM. It is Barbour's goal to be dispatching out of the ECOC on August 28<sup>th</sup>.

#### 5. ESTABLISH TOPICS FOR THE SEPTEMBER 12, 2024 MEETING

It was requested that a presentation/information regarding the SPIDR Tech technology be provided at the September 12, 2024 meeting. It was also requested that the criteria matrix for vehicle replacements would be included in the next meeting packet.

### **MISCELLANEOUS COMMENTS**

None.

### **ADJOURNMENT**

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

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Linda Price, Chair  
Citizens Public Safety Oversight Committee