



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
Thursday, March 12, 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, March 12, 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 Brent Barbour, NPD
Asst. Chief Pat Holding, NFD
Russell Anderson, Dispatch
Council Member Robert Bruce
Kim Coffman, Budget Manager
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 FEBRUARY 12, 2026

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

Items submitted for the record:

1. Citizens Public Safety Oversight Committee Minutes from February 12, 2026.

REPORTS

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

Budget Manager Kim Coffman gave the report. The Public Safety Sales Tax (PSST) revenue is down 5% from the budgeted target. That puts the City approximately \$446,000 behind in sales tax revenue; however, the City is approximately 25% ahead in use tax, which comes to about \$315,000. The use tax does not close the gap in the budgeted revenue. "If we have a few more good sales tax receipts for the rest of the fiscal year, we could probably close that gap and come out net zero," Coffman said.

Coffman reviewed the February PSST expenses with the Committee. Over-time expenses were the primary cause for over-budget issues. There were two payrolls in February.

Coffman highlighted the fiscal year 2027 budget requests from the PSST Fund. The Dispatch Department requested \$260,000 for the annual maintenance and upgrading of the Harris radio system. The Fleet Division requested 18 vehicle replacements that were mostly patrol related; however, it did include 2 ladder truck replacements, a platform replacement, and a brush pumper replacement for the Fire Department. "In total, that's about \$8 million in vehicle replacements," Coffman said. "We usually budget for \$300,000 in vehicle replacements in the PSST Fund; so, that's really not going to get us very far." What vehicles get replaced will be determined by the City Manager. "For the most part, they do try to capture all PSST expenses in the PSST Fund; but, the revenue has fallen short most of the last 16 years," Coffman said. "In that case, when there is a need, we will take care of it from the General Fund or the Capitol Fund."

The bond issued for the PSST radio program and for the Emergency Communications Operations Center (ECOC) will be paid off in March 2027. This will put approximately \$2 million back into the PSST Fund. Coffman stated that these funds are anticipated to be used for the relocation of Fire Station 5.

Items submitted for the record:
Financial Reports

DISCUSSION & ACTION ITEMS

3. MONTHLY UPDATES
 - a) FIRE DEPARTMENT UPDATES

Assistant Fire Chief Pat Holding gave the update. At the end of March, the Fire Department is scheduled to do their final inspection on Engine 3 that is currently in production. Ladder 1 is also in production. The final inspection for it is expected to occur in October 2026. Several Fire Department personnel have been attending hazmat training at the Oklahoma Homeland Security Hazmat Conference in Oklahoma City. Chief Holding is optimistic that in a few more weeks

Norman will be out of wildfire season. The fire department will start doing “walk-throughs” in businesses and apartments starting in April.

b) POLICE DEPARTMENT UPDATES

Major Jamie Shattuck gave the update. The Police Department is currently short eight commissioned officers. The application process for the May Police Academy is still on-going. In the last week, the Police Department answered 1,877 calls for service.

The Citizen’s Police Academy is the only community policing event scheduled for March.

In light of world events, it was confirmed that the Norman Police Department is in steady communication with a national federation in Oklahoma City that monitors and tracks security risks.

c) DISPATCH UPDATES

Russell Anderson gave the update. The Dispatch Division is short three people. The recruitment process to fill these vacancies has started and the department is looking at a June or July hiring date.

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

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the report. Crossland Construction has a few items to complete before being finished with the Emergency Communications Operations Center (ECOC). One of the items is landscaping. The storage facility “barn” is finished and being utilized.

There has been no known response to the recommendation letter that the PSST Committee sent to City Council regarding the funding for the second, ECOC generator.

4. DISCUSSION OF PUBLIC SAFETY STUDY AND IMPLEMENTATION

Member Hurley led the discussion. He relayed the following message that he had received from Mayor Holman regarding the implementation of the Matrix Public Safety Study: “I’m leaning toward just assigning it to the existing PSST Committee and maybe add a couple Ad Hoc Committee Members. It will likely involve the public safety sales tax increase for a bond vote, potentially; so, it seems appropriate.”

Kim Coffman added, “If there is a PSST III, it would become your (Committee’s) purview and I think that these Matrix recommendations really kind of beg the question of a PSST III; because, we really can’t afford this stuff (the recommendations) otherwise.

Member Hurley addressed Council Member Bruce and said, “From this Committee’s perspective, is that (regarding) the Public Safety Survey, we don’t have the purview or authority to review or make recommendations to your team. We have asked for an Ad Hoc Committee to be put into place that would formally make those recommendations and we’re nowhere on that. That’s the short of it.”

It was the consensus of several individuals in attendance that the Police Department and the Fire Department are heeding the Matrix Study recommendations and that their staff is implementing the adjustments/recommendations that are possible at this time.

5. ESTABLISH TOPICS FOR THE APRIL 9, 2026 MEETING

There were no new topics suggested for the April 9, 2026 meeting.

MISCELLANEOUS COMMENTS

There were no miscellaneous comments.

ADJOURNMENT

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

Linda Price, Chair
Citizens Public Safety Oversight Committee