



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
Thursday, April 10, 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, April 10, 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

Committee Member Kenny Orr
Committee Member Kyle Hurley
Committee Member Lea Greenleaf
Committee Member Mark Emerson
Committee Member Russell Rice
Committee Member Ann Gallagher
Committee Member Ashlie Durham

ABSENT

Chairman Linda Price
Committee Member Gregory Gilkey

OTHERS

Major Chad Vincent, NPD
Major Brent Barbour, NPD
Asst. Chief Chad Roney, NFD
Kim Coffman, Budget Manager
Bill Scanlon, Citizen

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF MINUTES FROM MARCH 13, 2025

Member Gallagher moved to approve the March 13, 2025 Public Safety Oversight Committee minutes which was duly seconded by Member Emerson. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from March 13, 2025.

REPORTS

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

Kim Coffman gave the report. She stated that the sales tax revenue for February was \$955,000 and the sales tax revenue for March was \$881,000. "We are still 8% below the budget target for the fiscal year and we're 1% below what we received at this point last fiscal year," Coffman said. "We're 6% below the budget target for revenue overall because of the sales tax and we haven't received any more payments from Norman Public Schools (NPS)." The last School Resource Officer (SRO) payment from NPS was in January 2025. They have been invoiced for February and for March; however, NPS has requested a credit on these invoices due to one SRO being out on leave. Coffman stated, "I've been working with Legal on how we should tackle that because we're also at \$220,000 in overtime, at this point, for the SRO program and remember that the contract only goes up to \$165,000. I'm trying to see if we can recoup some of that overtime in this billing along with the credit for the missing SRO. Legal hasn't given me the green light on that yet."

Coffman said that everything looked good on the expenditure side of things with the exception of the SRO division and Fire Suppression being over budget due to overtime. The Fire Department is approximately 23% over budget due to overtime. "Chad (Roney) has mentioned before that that is due to being short staffed," Coffman said.

Member Greenleaf questioned why the overtime budget is set at zero. Coffman replied, "We do try to discourage overtime. Anthony (Francisco, Director of Finance) feels like whatever we set the budget to, they're going to spend it and then some; but, that's really up to the City Manager and each department head. If they want to request the increase and he (City Manager) approves it, then that's what it is."

The Fiscal Year 2026 (FY26) budget proposal for has been completed. "Anthony has projected a zero percent increase in sales tax and use tax, meaning the current budget for sales tax and use tax is what the budget will be next year; so, that's going to hurt a little bit, especially in the Public Safety Sales Tax (PSST) Fund. We're going to actually require a subsidy from the General Fund to keep the (PSST) Fund afloat next year," Coffman said. The FYE26 budget projections include a 5% increase to the Norman Public Schools SRO reimbursement amount.

Member Greenleaf moved to approve the Financial Reports which was duly seconded by Member Rice. The motion passed unanimously.

Items submitted for the record:
Financial Reports

DISCUSSION & ACTION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

Assistant Fire Chief Chad Roney gave the update. He stated that the Department is down 8 employees. On March 14, 2025 the Department fought four "very large" grass fires, Roney said. Three of the fires met hazmat status levels, which qualify the City for FEMA reimbursement funds. The Norman Fire Department is currently applying for these funds. Six structures were lost during these fires. "We had, for the first time since I've been in charge, structure fire calls holding," Roney said. "Minimal staffing for us is 42. We had 84 on duty that day. It was a very significant day that definitely contributed to overtime."

b) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the update. On April 18, 2025 a new Police Academy starts with eleven cadets. The new police pension system has led the Department to have conversations regarding the retention of officers. It is expected that in 2027 several officers will retire. "Internally we are having some early conversations on 'What do we do?' 'What does retention look like?' 'How do we navigate those waters?' 'How do we prepare to staff-up in the midst of a stagnant budget?' There are a lot of pieces that we're trying to work through," Vincent said.

There has been an up tick in 911 calls. Vincent said with the warmer weather, there is also more activity which he attributes to the increase in call volume.

The Bagging with Badges - Tip a Cop event supporting Special Olympics is April 12 at 10:00 at the west Norman Homeland. Community Safety Day is April 26 at Andrews Park. This event offers free shredding of documents and the disposal of medications and ammunition.

Vincent stated that the Department is looking to see how they can pull back operationally to save on overtime within the SRO program. Kim Coffman stated that up until FYE 2024, NPS has paid half of the estimated SRO program costs, which included about \$300,000 in overtime. "It looks like that's about what we're going to hit this year; so, I think we were always on target with overtime but it was really set too low in the contract. I don't feel like we're working unusual overtime or we're working excessive overtime, it just wasn't measured well in the contract."

Vincent stated that there is a big effort by the Police Department to provide resources that aid officers and professional staff in the building and maintaining of good health. This Chief driven initiative includes, but isn't limited to, mental, physical and financial wellbeing.

c) DISPATCH UPDATES

Major Brent Barbour gave the update. The Dispatch Department is down three employees. "Until our staffing number grows, the chances of us reducing overtime is going to be impossible," Barbour stated. It was reported that the Emergency Communications Operations Center (ECOC) adhering to the Americans with Disabilities Act (ADA) standards and regulations has increased the pool of dispatcher applicants.

Five hundred and two 911 calls were taken in a 12-hour period on the day wildfires broke out in Cleveland County. During this time, all 14 911 call stations were taking calls. Barbour stated that managing all these calls would have been "impossible in the old building". "There were seven different fire channels, plus mutual aid channels going on, cops doing their stuff, Kyle's team and medics on a separate channel, great team effort," Barbour said.

The City of Moore is not yet on the City of Norman's radio system; however, this transition is still in process.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the update. He stated that the ECOC held up extremely well in the recent high winds. Due to power bumps during the high winds, the facility moved to the use of its generator. Barbour said everything ran really well with the use of the generator. The facility's natural gas generator should arrive in Spring 2026. The Vehicle Storage Facility is almost complete and, if needed, the Police Department has access to the building while punch list items get completed. There are two punch list items left to complete at the ECOC. These involve lighting and heating, ventilation, and air condition (HVAC).

MISCELLANEOUS COMMENTS

3. ESTABLISH TOPICS FOR THE MAY 8, 2025 MEETING

Member Greenleaf requested that discussion of a letter to the City Manager and City Council regarding SRO overtime be added to the May 8, 2025 agenda.

Member Greenleaf also requested that discussion of the PSST study and discussion of a PSST 3 be placed on the agenda.

After consideration of the above, Vice Chair Hurley requested that discussion of an SRO overtime letter to Council and discussion of the PSST study be added to the May 8, 2025 agenda.

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