



**CITY OF NORMAN, OK**  
**PUBLIC SAFETY OVERSIGHT COMMITTEE**  
Development Center, Room B, 225 N. Webster, Norman, OK 73069  
Thursday, December 14, 2023 at 4:00 PM

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## MINUTES

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### ROLL CALL

#### PRESENT

Chairman Linda Price  
Committee Member Kenny Orr  
Committee Member Lea Greenleaf  
Committee Member Mark Emerson  
Committee Member Russell Rice  
Committee Member Ann Gallagher

#### ABSENT

Committee Member Kyle Hurley  
Committee Member Greg Gilkey

#### OTHERS

Russell Anderson, Comm. Systems Supervisor  
Kim Coffman, Budget Manager  
Dannielle Risenhoover, Administrative Tech. IV  
Jacob Huckabaa, Budget Technician  
Major Chad Vincent, NPD  
Major Brent Barbour, NPD  
Bill Scanlon, Citizen  
David Grizzle, Emergency Management Coordinator

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 NOVEMBER 9, 2023

Member Greenleaf moved to approve the November 9, 2023 Public Safety Oversight Committee minutes as amended with the correction "Member *Greenleaf* moved to approve the October 12, 2023 Public Safety Oversight Committee minutes" rather than "Member *Lee* moved to approve the Public Safety Oversight Committee minutes." This was duly seconded by Member Rice. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from November 9, 2023.

## REPORTS

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

Kim Coffman gave the report. Revenues are approximately 6% behind the budgeted target. Coffman states that this is because the City's monthly sales tax has been below its target for 5 out of 6 months this fiscal year. The monthly target that is budgeted is approximately \$1.05 million. The only month to meet this target, this fiscal year, was October. There have been no reimbursements, this fiscal year, from Norman Public Schools for the School Resource Officer Program.

Items submitted for the record:

Financial Reports

## DISCUSSION & ACTION ITEMS

### 3. MONTHLY UPDATES

#### a) FIRE DEPARTMENT UPDATES

Russel Anderson gave the Fire Department update. Five firefighter cadets graduated today, December 14. A new fire engine went into service on December 12. It is housed at Station One. According to Anderson's report, the unit appears to be well built and has room for a lot of tools, equipment, and personnel. Engine Three is currently being built and the mid-mount aerial ladder will be pre-built in January 2024. It is expected that the mid-mount aerial ladder will take two years to build.

#### b) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the report. With the approval of four additional School Resource Officers (SROs), the Norman Police Department now consists of 184 commissioned positions. Vincent states that the police department activity "overall is still active". "There are a lot of calls. We're still struggling a bit with patrol staffing. From a numbers standpoint our numbers are at

184 (employable positions) and we have 165 (filled positions)," Vincent said. "We're still hoping that in 2024, with two academies, that we can get close to being back up to fully staffed."

Norman Police Department will be spending the next several weeks focusing on some downtown projects as well as next year's budget.

Member Greenleaf asked how officer duties at Norman Public Schools will sync between the City's SROs and the Cleveland County Deputies. Vincent replied, "They (Cleveland County Deputies), being at the schools, are there to step in for any kind of immediate safety threats or challenges or anything super minor - they'll take care of that too. If it gets to be anything else, where a report needs to be taken, we'll come out for that because we don't want to miss out on anything that might require an investigation."

Greenleaf said, "Essentially they're a threat deterrent."

Vincent replied, "Very much - school safety is their primary responsibility."

Russell Anderson added, "We've got six radios programmed out so they can talk to us."

At this time, it has not been determined what schools the four additional SROs will be placed at.

The Norman Police Department's Chili Supper will be held January 25, 2024.

#### c) ADDITIONAL SCHOOL RESOURCE OFFICER ALLOCATION OF FUNDS UPDATE

November 2023, Norman City Council approved the hiring of four additional School Resource Officers which fully implements the PSST II staffing plan.

#### d) DISPATCH UPDATES

Russell Anderson gave the report. The mobile command post is still being upgraded. Anderson is hopeful that the mobile command post will be finished for the City's spring events, such as the Medieval Fair and Music Fest.

Dispatch is down seven employees. Anderson does have six applicants that he hopes to start in a January academy.

Anderson states that there has not been any progress with the Inter Radio Frequency Subsystem Interface (ISSI) and the State of Oklahoma.

The University of Oklahoma (OU) has signed the contract authorizing them to join the City of Norman's computer-aided design (CAD) system. The City of Norman is responsible for training OU's police department and dispatchers on this system. "Having that interoperability, at the technology level, gives us an extra person in the game," Anderson said. "It sounds like Moore will be coming on board with us; they're just waiting for this fiscal cycle to get going. We will be charging them \$10 per radio."

Anderson plans to ask for funding for the ECOC storage facility in his budget proposal for the new fiscal year.

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

Major Brent Barbour gave the update. The Emergency Communications Operations Center (ECOC) is on target to be completed July 2024. The only construction cause for concern at this time is the supply chain issues surrounding HVAC systems. "Our orders were placed the moment they could be, so we hope to get ahead of that (HVAC supply chain delays)," Barbour stated. "The only other piece that will be critical on timing are some technology pieces."

Barbour said the request is still pending for funding of the ECOC storage facility. "The dream obviously is to get it done while we have the team there. They told us again this morning, that it's way cheaper to do it now at our current bid. If we have to go back out and rebid it, especially in today's market with the inflation, it is not going to be cheap." Barbour echoed Anderson in that the request for this facility will be listed in the budget proposal.

Barbour stated that the City will soon start receiving the new sales tax funds from the Association of Central Oklahoma Governments (ACOG). These funds are envisioned to be used for staffing shortages in the Dispatch Department.

The ECOC budget lacks approximately \$120,000 that is needed for technology and infrastructure. Kim Coffman reported that there are options for obtaining these funds. "We found a couple options. One would require a Council agenda item to transfer capital project funds and another one would not," Coffman said. If necessary, Barbour will follow up with Coffman regarding this, after speaking with the police chief.

Chair Price asked if there were any questions, of which David Grizzle, Emergency Management Director stated he had a comment more so than a question. Grizzle told the Committee, "I keep getting told that there is no funding for the EOC side, no funding for the radio side, no funding for this, no funding for that; so, either I'm doing the process wrong and my requests through my leadership, through the budget committee or on and on, somehow that process is not getting to this committee. I live in a different radio world. Public Safety Sales Tax ordinance talks about replacement of the City's radio systems with a plural. There's more radio systems used in emergency operations than the EF Johnson System or the Harris System. I live in a completely different world. It has a lot of different radios. We need a tower, we need antennas. We've had a lot of conversations about this, back-and-forth, back-and-forth. The simple thing that was brought to the attention about we need to plant the base to the antenna tower that goes outside during the construction phase - it's a lot simpler, faster and cheaper than it is to wait until later on, so we go back-and-forth. Russell (Anderson) and I have had some great conversations about what needs to happen about pre-laying the wire. Somehow we need to make it understood that there are other radio systems than the Harris System. There are other needs in communications than just on the dispatch side. I got a call two Fridays ago and I was told that they want to know how come I had never submitted anything for IT (information technology) requests for the new EOC, how come I never submitted anything for radios for the new EOC. Again, we've had great conversations Russell, and I think we've got this stuff coming and the big windows and the TV's and the great systems we talk about and then I get asked how come I've never submitted anything. So I'm asking for help here. In the public, that I deal with, there is still a perception that emergency management is not authorized funding under the PSST. It says so, clearly, in the ordinance, that we are. Second thing is - is the process. If I'm doing something wrong, specifically for the EOC side of the equipment sustain that is needed in there, that is different from what they use in the dispatch side - there's a disconnect here. I just wanted to come where the cow ate the cabbage and say, Houston, we need to narrow this down because, I promise you, if I open the door up on day one and I have to bore a hole through somebody's wall, somebody's gonna get mad about it, but I'm gonna bore the hole. I don't know what processes need changed or what information needs to change coming to the Committee or if I

need to put a different number on a form, I'm more than happy to do it. I'm just saying somewhere whether it's internal to the city departments or internal to the department head or internal to the division supervisors - the information ain't flow'n. It's that simple - or my budget requests are not getting submitted for me for some reason. Now I'm assured on my side of the world that they all go to the Budget Committee. All of my requests, I've been told, had to go to the Budget Committee because there's no money in PSST."

Member Greenleaf stated, "In the plan where it shows everything that our committee is responsible for in section 13, it clearly says "enhance emergency management capabilities" but we've never had anything on emergency management."

Fire Chief Travis King was identified in the meeting as being the Emergency Manager for the City of Norman.

Chair Price stated, "I appreciate your comments David. This committee doesn't handle that end of it. It's good for us to be informed about it, but we don't do the technical work on all the numbers and the budgeting processes or any of that."

Kim Coffman stated, "There's a couple mechanisms for your request to be funded for the ECOC specifically. One would be through the project manager, which might be Brent (Barbour), and then he would include your items in the ECOC budget. The other would be through a capital or operating process which would primarily be through your chief or Travis (King). He would approve the request for the annual budget process to be funded through PSST and that's how he would submit it to me and then the Management Team would rank them and approve them that way. The Public Safety Sales Tax has been upside down for the last few years. Last year is the first year that they actually had a positive fund balance and that \$2 million that was in the fund balance was used to buy the apparatus unit that wasn't approved initially."

### 3. ESTABLISH TOPICS FOR THE JANUARY 11, 2024 MEETING

Topics for the January 11, 2024 meeting will remain the same.

## MISCELLANEOUS COMMENTS

Member Greenleaf commented, "Without the interoperability of this system, if it's not talking to the state or not talking to the other people, then it's a problem. Working on interoperability agreements and keeping those up-to-date and getting new ones as other people come on-line, is the key to everything."

Major Barbour stated that a lot of the interoperability issues are related to other agencies not being able to or not choosing to buy the infrastructure necessary to join encryption. "For daily operation that encryption is critical for the safety of our community and our responders. It's a struggle that those other agencies have," said Barbour.

Russell Anderson said, "The County is trying to order 18 radios that will be programmed onto our system for those four SROs (School Resource Officers) and our south metro SWAT (Special Weapons and Tactics) Team."

## **ADJOURNMENT**

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

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Linda Price, Chair  
Citizens Public Safety Oversight Committee