



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
Thursday, June 11, 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, June 11, 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
Asst. Chief Pat Holding, NFD
Russell Anderson, Communication Systems Manager
Clint Mercer, Director of Finance
Kim Coffman, Chief Accountant/Asst. Finance Director
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 APRIL 9, 2026

Member Gallagher moved to approve the April 9, 2026, Public Safety Sales Tax (PSST) Oversight Committee minutes which were duly seconded by Member Rice. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Committee Minutes from April 9, 2026.

REPORTS

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

Kim Coffman gave the report. Sales tax revenue through the end of May was approximately 6% below the budgeted target. Four out of five reimbursement payments for the City of Norman School Resource Officer (SRO) Program have been received from Norman Public Schools. One payment of \$60,206 from Norman Public Schools remains outstanding. "Overall, revenue is about 1.85% below the budget target for the month of May," Coffman said.

Expenses for the month of April included a \$690,415 final payment for a fire apparatus and \$29,871 for the access control and video monitors for the Emergency Communication Operations Center's Vehicle Storage Facility.

Expenses for the month of May included \$26,451 for outfitting a patrol vehicle, \$2,424 for outfitting a School Resource Officer vehicle, and \$5,063 for fire suppression radio chargers.

Coffman said. "Looking at individual cost centers, the SRO cost center was 19% above the budget target due to overtime, but the other cost centers were below; so, the Police Department came in at 2% (over their budgeted target) for the month."

The Fire Department was 5% over the budgeted target in salaries due to overtime. Overall operations put them 1% below their budgeted target for the month of May.

Coffman said she feels like everything is "looking good".

Items submitted for the record:
Financial Reports

DISCUSSION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

Assistant Fire Chief Pat Holding gave the report. The Fire Department is currently undergoing boat training on the Illinois River. In August the department will be sending a hazmat team to Los Alamos, New Mexico for competitive training. In June, the department will be conducting multi-agency training that includes active threat training in the University of Oklahoma's Walker Tower.

The Fire Department has gone to a "brush truck emergency medical system (EMS) response" at stations five, six, eight and nine. "It really takes a lot of wear and tear off the engines out there so we'll continue with that," Chief Holding said. The department is considering purchasing some new brush trucks in fiscal year 2027.

b) POLICE DEPARTMENT UPDATES

Major Jamie Shattuck gave the update. The Police Department will be taking part in the following community events in the month of July:

Junior Police Academy
Safety Town
FIFA Kansas City Soccer Tournament

Two officers are scheduled to retire in July, but Shattuck states that staffing “still looks pretty good”. Police cadets are in week five of their academy training.

c) DISPATCH UPDATES

Russel Anderson gave the update. Three 9-1-1 dispatcher positions remain open in the Dispatch Department. Two people are expected to be hired on July 6th.

The quality assurance program being developed for the Dispatch Department by University of Oklahoma (OU) students is on hold over the summer. The program is currently useable, but Anderson says, “needs some polishing up”. More work will take place on the program during OU’s fall semester.

The City of Norman Dispatch Department and OU's Dispatch Department recently partnered for active shooter training as well as a walk-through of the OU football stadium. The walk-through was to familiarize dispatchers with the layout of the facility.

On June 22, 2026, Dispatch will be encrypting the City of Norman Fire Department radios. This process is expected to take approximately one week.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Russel Anderson gave the update. Crossland Construction is still working on a few punch-list items.

4. DISCUSSION OF PUBLIC SAFETY STUDY AND IMPLEMENTATION

With no new information available, there was no discussion regarding the Public Safety Study and implementation. Member Hurley stated that Mayor Holman was waiting for the new council members to be sworn in before addressing the implementation of this study.

5. ESTABLISH TOPICS FOR THE JULY 9, 2026 MEETING

Kim Coffman stated that at the budget adoption meeting, Councilmember Kirby made a motion to add two firefighters to the fiscal year 2027 budget. After Councilmember Kirby made that motion, Councilmember Dixon said he wanted to add eight police officers to the budget. “There’s a lot of discussion and ultimately the Mayor recommended that the Public Safety Sales Tax Committee make recommendations for those positions,” Coffman said. “I’m not sure what that looks like yet, but that will be an agenda item for next month’s 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