

**NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING**

A Regular Session of the Glenpool City Council will be held at 6:30 p.m. on Monday, August 1, 2016, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

The City Council welcomes comments from citizens of Glenpool who wish to address any item on the agenda. Speakers are requested to complete one of the forms located on the agenda table and return to the City Clerk PRIOR TO THE CALL TO ORDER

AGENDA

- A) Call to Order - Timothy Lee Fox, Mayor**
- B) Roll call, declaration of quorum – Susan White, City Clerk; Timothy Lee Fox, Mayor**
- C) Invocation – Father Sam Gordin, Anglican Church**
- D) Pledge of Allegiance – Timothy Lee Fox, Mayor**
- E) Chamber of Commerce Report – Sydney Bland, Executive Director**
- F) City Manager Report – Roger Kolman, City Manager**
- G) Mayor Report – Timothy Lee Fox, Mayor**
- H) Council Comments**
- I) Public Comments**
- J) Scheduled Business**
 - 1) Discussion and possible action to approve minutes from July 18, 2016 meeting.
 - 2) Discussion and possible action to adopt Resolution No. 16-06-04, A Resolution Stating The City Council's Concurrence With, And Endorsement Of, The Restated Code Of Ethics And Policy Statement For Elected And Appointed Officials Of The City Of Glenpool, As Adopted By Resolution No. 13-05-01, Dated May 13, 2013, (The "Code Of Ethics") And Directing That All Boards And Commissions Of The City Of Glenpool Shall Review And Endorse The Code Of Ethics, Provided That Such Boards And Commission May Offer Recommendations For Update Of The Code Of Ethics Which The City Council Shall Consider, All As Required By Section 20 Thereof, tabled from July 5, 2016 City Council meeting.
(Lowell Peterson, City Attorney)
 - 3) Discussion and possible action to adopt renewal of the Agreement of the City of Glenpool and the Glenpool Industrial Trust Authority with the Glenpool Chamber of Commerce for (i) the lease of space by the Chamber in the City Hall/Conference Center for a stated consideration; (ii) the rendering of enumerated services for the City and the Conference Center for a stated consideration; and (iii) support for the economic development goals of the annual Black Gold Days event in a stated amount, for FY 2016-2017.
(Roger Kolman, City Manager/Sydney Bland, Chamber Executive Director)

- 4) Discussion and possible action to accept the response submitted by Kendig Keast Collaborative to the City's RFP for qualified consultants to undertake revision of the 2030 Comprehensive Plan, Zoning Code, and Subdivision Regulations.
(Rick Malone, City Planner)
- 5) Discussion and possible action to adopt budget amendment Resolution No. 16-08-01, A Resolution Of The City Council Of The City Of Glenpool Amending The FY 2016-2017 Annual Budget In Compliance With The Municipal Budget Act, for the purpose of allocating an additional \$107,870.00 to the budget of the Community Development Department and thereby funding the 2030 Comprehensive Plan, Zoning Code and Subdivision Regulations revision to be undertaken by Kendig Keast Collaborative.
(Julie Casteen, Finance Director)
- 6) Discussion and possible action to approve Change Order #2 from Goins Enterprises for construction on the water storage facility project.
(Lynn Burrow, Community Development Director)
- 7) Discussion and possible action to approve a Memorandum of Understanding between the Indian Nations Council of Governments and the City of Glenpool pertaining to the maintenance of the 9-1-1 electronic map street layer and the master street and address guide.
(Roger Kolman, City Manager)
- 8) Discussion and possible action to approve 2016-2017 Oklahoma Municipal League annual renewal and authorize payment of service fees at a cost of \$8,574.74.
(Roger Kolman, City Manager)
- 9) Discussion and possible action to authorize Mayor Fox to attend ICSC Texas and pay all related costs, as set forth in Sec. 14, Expenses, The Restated Code of Ethics and Policy Statement for Elected and Appointed Officials of the City of Glenpool.
(Roger Kolman, City Manager/Timothy Fox, Mayor)

K) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, _____ at _____ am/pm.

Signed: _____
City Clerk



Glenpool Chamber of Commerce

Monthly Executive Report for July 2016

Member Statistics		Contacts made:		
	Actual New Members	In Person	Phone	Email
Potential Membership	1	3	0	0
New Member: First United Bank of Sapulpa (met with First United Community Loan Office Nicole Hutson on site in Sapulpa on July 19				
	Actual Current Membership	In Person	Phone	Email
Current Membership	215	10	5	2
Drop:				
Luncheon Attendance: Jan: 62, Feb: 47, March: 67, April: 97, May: 72, July: 69				

		Contacts made:	In Person	Phone	Email	
Economic Development						
Casual Glenpool drive-through with City Manager Roger Kolman to discuss upcoming advances in Glenpool business growth, their economic impacts, and an introduction to the overall community.						
		Contacts made:	Ribbon Cuttings	In Person	Phone	Email
Community Marketing-Events						
OK ‘Oscar Kilo Ride’ meeting: July 7, July 27 Chamber Luncheon: July 13 New Chamber Director first day meeting with several chamber board members: July 18 City Council Meeting: July 18 Chamber Board Meeting: July 20 Meeting with chamber board chair TA Hollis and Sapulpa chamber executive director Suzanne Shirey: July 22 City of Glenpool staff meeting: July 26 Tulsa Chamber Congressional Forum: July 28						

What we've been up to: Orienting the new chamber director

MINUTES

CITY COUNCIL MEETING

July 18, 2016

The Regular Session of the Glenpool City Council was held at, Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Patricia Agee, Councilor; Brandon Kearns, Councilor; and Timothy Fox, Mayor. Jacqueline Triplett-Lund, Councilor; and Momodou Ceesay, Vice Mayor were absent.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, City Clerk; Julie Casteen, Finance Director; Lynn Burrow, Community Development Director; Rick Malone, City Planner; Dennis Waller, Police Chief; and Paul Newton, Fire Chief.

Also present was Greg Helms, Helms & Associates.

- A) Mayor Fox called the meeting to order at 6:33 p.m.**
- B) Susan White, City Clerk called the roll. Mayor Fox declared a quorum present.**
- C) Debra Cutsor offered the Invocation.**
- D) Mayor Fox led the Pledge of Allegiance.**

Mayor Fox introduced Sydney Bland, the new Executive Director for Glenpool Chamber of Commerce and gave her an opportunity to briefly address the Council and audience.

- E) Community Development Report – Lynn Burrow, Community Development Director**
 - Lynn Burrow offered a status update on the water tower project currently underway. Mr. Burrow also updated the City Council on the progress of various private and public construction projects throughout the city; provided the number of residential and commercial building permits issued in June, as well as informed them about activities in the Planning, Building, and Code Enforcement Departments.
- F) Treasurers Report - Julie Casteen, Finance Director**
 - Mrs. Casteen presented a comprehensive report for May revenues and expenditures in all Funds.
- G) City Manager Report – Roger Kolman, City Manager**
 - Mr. Kolman attended the One Voice Agenda meeting. He invited the Council to attend the remaining meetings.
 - Mr. Kolman's attendance at the CMOA conference was cut short by the severe storm that struck Glenpool last Thursday, July 14. He complimented the Police, Fire and Public Works crews for their immediate response to the citizens during the aftermath of the storm. He announced that Morris Park will be open to receive green waste from Glenpool citizens. Hours of operation will be July 19 through July 24. He further updated the Council on storm damage to public property.

- o Mayor Fox inquired about the reason that Morris Park wasn't opened to receive public green waste earlier. Mr. Kolman reminded him that because the city recently lost the DOC PW contract our Public Works crews are down by five men, therefore the remaining city crews concentrated on debris removal in critical areas, like the streets and Black Gold Park. As soon as the streets were cleared, crews began to clear debris at Morris Park and make it ready to receive the tree debris from the public.
- o Mayor Fox recommended that management should work on forming a contingency plan to meet citizen expectations for future disasters.
- o Councilor Agee asked how many members of the public took advantage of the "cooling station" which the City provided at city hall for citizens whom were without electricity to cool their homes. Mr. Kolman advised, "No one."

H) Mayor Report – Timothy Fox, Mayor

- Mayor Fox announced that the reason for Vice Mayor Ceesay's absence was due to him managing the opening day activities at his new restaurant in Tulsa.
- Mayor Fox announced that he had attended the Praying for Our Nation event at Black Gold Park. A second event will be held next Sunday at 1:00 p.m. He invited all those interested to attend.
- He reminded the Council that Katrina will be hosting her Second Annual Birthday Bash fundraiser in Black Gold Park, August 6 from 1:00 to 4:00. He challenged the Council Members to participate in the Dog Food Eating contest. The proceeds are collected on behalf of the Glenpool Animal Shelter. Mayor Fox urged everyone to watch social media sites for updates.
- Summer Jam will be held at 7:30 p.m., August 4-6, at the Glenpool Conference Center. Mayor Fox described last year's event as, "good family time."
- Mayor Fox announced the dates for the Tulsa Cultural Event as August 12-13 at the Glenpool Conference Center.

I) Council Comments

- None.

J) Public Comments

- None.

K) Recognition of Employee of the Month -- Timothy Lee Fox, Mayor

- Mayor Fox recognized Debbie Pengelly, as the June Employee of the Month. He acknowledged her dedicated work to the City in the Department of Human Resources and her payroll assistance.

L) Scheduled Business

1) Discussion and possible action to approve minutes from June 30, and July 5, 2016 meetings.

MOTION: Councilor Agee moved, second by Councilor Kearns to approve minutes as prescribed.

FOR: Mayor Fox; Councilor Agee; Councilor Kearns

AGAINST: None

ABSENT: Councilor Lund; Vice-Mayor Ceesay

Motion carried.

2) Presentation and discussion regarding soccer complex, including project design and progress update.

Lynn Burrow, Community Development Director updated the Council on project status and introduced Greg Helms with Helms & Associates. Mr. Helms presented proposed drawings for the soccer complex and answered questions relevant to the project design.

3) Discussion and possible action to approve a proposal from SignalTek in an amount not to exceed \$8,300, for repairs to the traffic signal at 141st Street and Fern Ave, and authorizing the expenditure from FY 16-17 Budget Account 1-06-14-6274.

Mr. Lynn Burrow recommended Council approval of the SignalTek proposal to repair traffic signal equipment located at 141st Street and Fern Ave.

MOTION: Councilor Kearns moved, second by Councilor Agee to approve proposal in an amount not to exceed \$8,300 for repairs to the traffic signal at 141st St and Fern Ave, and authorizing expenditure from Budget Account identified.

FOR: Councilor Agee; Councilor Kearns; Mayor Fox

AGAINST: None.

ABSENT: Councilor Lund; Vice Mayor Ceesay

Motion Carried.

M) Adjournment.

- Meeting was adjourned at 7:30 p.m.

Date

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 16-06-04

**ANNUAL CITY COUNCIL RESOLUTION OF ENDORSEMENT
OF RESTATED CODE OF ETHICS AND POLICY STATEMENT
FOR ELECTED AND APPOINTED OFFICIALS**

WHEREAS, Section 20 of the Restated Code of Ethics and Policy Statement for Elected and Appointed Officials, “Implementation,” requires members of the City Council, sitting as Councilors and as members of the Board of Trustees for the City’s various public trust authorities, to indicate by signature their individual endorsement of said Code of Ethics; and

WHEREAS, Section 20 of the Restated Code of Ethics and Policy Statement for Elected and Appointed Officials, “Implementation,” requires the City Council to direct that members of the Planning Commission and Board of Adjustment, as well any other administrative bodies of the City, to indicate by signature their individual endorsement of said Code of Ethics.

IT IS THEREFORE RESOLVED BY THE CITY COUNCIL THAT:

1. Each member, in their respective capacities identified below, shall sign the following endorsement below affirming that they have had the opportunity to review the foregoing Restated Code of Ethics and Policy Statement for Elected and Appointed Officials for the City of Glenpool, as required annually, and they reaffirm that they have read, understand and agree to comply with the Restated Code of Ethics and Policy Statement for Elected and Appointed Officials for the City of Glenpool.

I have read, I understand and I agree to comply with the Restated Code of Ethics and Policy Statement for Elected and Appointed Officials for the City of Glenpool.

Hon. Timothy Lee Fox, Mayor
Chair of the Glenpool Utility Service Authority,
Glenpool Industrial Authority and Glenpool
Cemetery Trust

Date

Hon. Momodou Ceesay, Vice-Mayor
Vice-Chair of the Glenpool Utility Service
Authority, Glenpool Industrial Authority and
Glenpool Cemetery Trust

Date

Councilor Brandon Kearns,
Member of the Glenpool Utility Service
Authority, Glenpool Industrial Authority and
Glenpool Cemetery Trust

Date

Councilor Trish Agee
Member of the Glenpool Utility Service
Authority, Glenpool Industrial Authority and
Glenpool Cemetery Trust

Date

Councilor Jacqueline Triplett-Lund
Member of the Glenpool Utility Service
Authority, Glenpool Industrial Authority and
Glenpool Cemetery Trust

Date

2. Members of City boards and commissions, to include without limitation the Planning Commission and Board of Adjustment, shall be provided the Restated Code of Ethics and Policy Statement for Elected and Appointed Officials for the City of Glenpool and requested to affirm the same by the following endorsement.

Hon. Richard Watts
Chair of the Glenpool Planning Commission
and the Glenpool Board of Adjustment

Date

Hon. Joyce Calvert
Vice-Chair of the Glenpool Planning Commission
and the Glenpool Board of Adjustment

Date

Shayne Buchanan
Member of the Glenpool Planning Commission
and the Glenpool Board of Adjustment

Date

Howard Nelson
Member of the Glenpool Planning Commission
and the Glenpool Board of Adjustment

Date

Debra Cutsor
Member of the Glenpool Planning Commission
and the Glenpool Board of Adjustment

Date



To: HONORABLE MAYOR AND CITY COUNCILORS
From: Roger Kolman, City Manager
Date: August 1, 2016
Subject: Chamber of Commerce Agreement

Background:

The City of Glenpool has a long established relationship with the Glenpool Chamber of Commerce, relying upon their paid employees and a host of volunteers to provide various services to, and on behalf of the city. Those services have been valuable to the continued growth in Glenpool and are much appreciated.

The proposed agreement calls for an annual payment of \$20,000 by the City of Glenpool for services required in the agreement and an additional \$5,000 to support the annual Black Gold Days event. The agreement is funded from line item 01-6-11-6235 in the FY2017 adopted budget. This agreement was reviewed by the Chamber's Board on July 20, 2016.

Staff Recommendation:

Staff recommends approval of the Agreement with the Glenpool Chamber of Commerce for fiscal year 2017.

Attachments:

Proposed Agreement.

AGREEMENT

This Agreement is entered into as of July 1, 2016, by and between the City of Glenpool, Oklahoma, a municipal corporation, and the Glenpool Industrial Trust Authority, an Oklahoma trust for the furtherance of public functions, together acting as lessor of the Leased Premises and hereinafter referred to jointly as "Glenpool" and the Glenpool Chamber of Commerce, a not-for-profit corporation, as lessee hereinafter referred to as "Chamber."

I. Glenpool agrees to provide the following:

A. Leased Premises

1. Glenpool will provide space consisting of two dedicated offices and the front desk/reception area on the first floor of the City Hall/Conference Center to be occupied by the Chamber for its exclusive use.
2. Glenpool will provide use of a designated conference room for periodic use by the Chamber with reasonable notice to the City and at no cost to the Chamber, provided that such space is available without conflict.
3. Glenpool will provide meeting space for monthly business luncheons hosted by the Chamber with reasonable notice to Glenpool and at no cost to the Chamber, provided that such space is available without conflict.
4. Glenpool will also provide the use of Conference Center space for the annual banquet hosted by the Chamber at no cost to the Chamber. Chamber shall be responsible for reserving said space at least six months in advance to avoid potential conflicts with other lessees or events at the Conference Center.

B. Glenpool will provide and pay for all electricity, natural gas, and Glenpool-owned or managed utilities for the foregoing Leased Premises.

C. Glenpool will provide Chamber One Thousand Six Hundred and Sixty Six Dollars and Sixty-Six Cents monthly (\$1,666.66 monthly; aggregate of \$20,000.00 annually) as consideration for Chamber services that are of community-wide benefit to Glenpool.

D. Glenpool will provide one person on an as-needed basis to supplement the front desk/reception area support provided by the Chamber, as required under Section II, for up to one day per week during any situation that Glenpool has personnel available. Such supplemental support shall only be required when existing Chamber personnel are needed to assist with an event being sponsored or promoted under the requirements of Section II of this Agreement. Except in

an emergency situation, requests for support will be submitted to the City Manager at least 72 hours in advance. Under no circumstances shall Glenpool be required to provide such supplemental support for more than an aggregate of 10 days during any fiscal year that this Agreement is in force.

- E. Glenpool will support the economic development goals of the annual Black Gold Days event by contributing no more than \$5,000.00, subject to such reasonable restrictions on its use as Glenpool deems appropriate. Such restrictions, if any, will be communicated at the time of the contribution.

II. Chamber agrees to provide the following:

- A. Chamber will pay annual rent to Glenpool for specified office, storage, and conference room space; specified utilities, phone and internet services and specified signage in an amount not to exceed one hundred dollars (\$100.00) per month.
- B. Chamber will provide a Monthly Activity Report, in a format agreed to between the parties, to be submitted to the Glenpool City Manager by the 10th day of each month for activities ending on the last day of the preceding month. Chamber personnel will be available to present such report to the City Council if called upon to do so no later than three days prior to a regularly scheduled meeting.
- C. Chamber shall work on business retention and expansion efforts with existing businesses and shall serve as a local business advocate addressing the concerns of local businesses. Chamber shall regularly communicate significant concerns of the business community to the City Manager, and to the City Council if called upon to do so.
- D. Chamber shall provide front desk/reception area support for the City Hall/Conference Center during regular business days for the hours from 8:00 a.m. through 5:00 p.m. Monday through Friday. No such services shall be required on days that are official holidays recognized by Glenpool nor on weekends unless advance notice of a special event is communicated to the Chamber Director at least three days in advance and the Director agrees to provide such support without cost. Such a request will not be unreasonably denied.
- E. As provided by Section I.D. Chamber shall notify the City Manager at least 72 hours in advance of non-emergency situations where supplemental personnel are needed by the Chamber to fulfill the requirements of this section. In emergency situations (e.g., unexpected absences), the Chamber shall immediately notify the City of the need for supplemental personnel.

- F. Chamber shall exercise due care to maintain the Leased Premises defined in Section I (A) and all improvements and/or equipment that belong to Glenpool in good operating condition and return the same to Glenpool in the condition received, less normal wear and tear, provided that Chamber shall not be liable for damages to any of the Leased Premises described in Sections I(A) (2), (3) and (4) attributable to the actions of an unrelated third party lessee or guest.
 - G. Chamber shall be responsible for the costs of setting up for all Chamber events held in the Conference Center and shall promptly return the leased space to its pre-lease condition following each event. Glenpool may provide labor and materials to assist in setting up and tearing down for such events, at the sole discretion of the City Manager or Conference Center Director.
- III. The term of this Agreement shall be one year, to be measured on a City of Glenpool Fiscal Year (July 1 – June 30) basis.
- IV. Although Glenpool may opt to continue in this Agreement or issue a new agreement beyond the one Fiscal-Year period referenced in Section III, Glenpool and Chamber both understand that Glenpool cannot legally obligate funds beyond June 30 of any fiscal year and, therefore, this Agreement cannot be automatically renewed. Subsequently this Agreement may be renewed annually upon written approval by the governing bodies of both parties.
- V. This Agreement may be terminated by either party by providing written notice as follows:
- A. Chamber may terminate this Agreement with thirty days written notice to the Glenpool City Manager.
 - B. Glenpool may terminate this Agreement with thirty days written notice to Chamber Director.
- VI. If any provision of this Agreement, or the application thereof, is held invalid, the invalidity shall not affect other provisions of this Agreement. Said invalid provision shall be deemed be severable from this Agreement.
- VII. It is understood that the foregoing is a complete understanding of all terms and conditions governed by this Agreement during the stated term, and that said terms and conditions cannot be altered in any manner, save by written agreement of both parties.

IN WITNESS WHEREOF, the parties have hereto set their hands this 13th day of June 2016.

THE CITY OF GLENPOOL, OKLAHOMA
A Municipal Corporation

By: _____
Timothy Lee Fox, Mayor

Attest:

Susan White, City Clerk

Approved as to form:

Lowell Peterson, City Attorney

THE GLENPOOL INDUSTRIAL AUTHORITY
An Oklahoma Public Trust

By: _____
Timothy Lee Fox, Chair

Attest:

Susan White, Authority Clerk

Approved as to form:

Lowell Peterson, Authority Attorney

THE GLENPOOL CHAMBER OF COMMERCE

By: _____

Name: _____

Title: Chairman of the Board

Attest:

Secretary, Board of Directors

Approved as to form:

Chamber Attorney

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: RICK MALONE, CITY PLANNER

RE: DISCUSSION AND POSSIBLE ACTION TO ACCEPT THE RESPONSE SUBMITTED BY KENDIG KEAST COLLABORATIVE TO THE CITY'S RFP FOR QUALIFIED CONSULTANTS TO UNDERTAKE REVISION OF THE 2030 GLENPOOL COMPREHENSIVE PLAN, ZONING CODE AND SUBDIVISION REGULATIONS.

DATE: AUGUST 1st, 2016

BACKGROUND:

Requests for Proposals ("RFP's") were sent out to various planning, architectural and civil engineering firms in Oklahoma and Texas with a submittal due date of Monday 7/25/16 at 1:00pm. During this time several discussions were had with the prospective consultants and, due to lack of expertise, work load and time restraints, most did not submit a response to the RFP. We received three responses to the RFP from prospective consultants: Beck Design, Kendig Keast Collaborative (in association with Wallace Engineering and enCodePlus, LLC), and Seibold Architecture and Planning.

REVIEW COMMITTEE RECOMMENDATION:

The RFP Review Committee, consisting of Roger Kolman, Lowell Peterson, Lynn Burrow and Rick Malone, met on 7/25/16 to review the responses that were submitted and make a recommendation to the City Council. After reading each response and discussing the strengths and weakness of each proposal, members of the Review Committee individually filled out a score card utilizing the rating system that was included in the RFP that was sent out to all the consultants. After reviewing the prospective consultants' responses, the Committee unanimously agreed that Kendig Keast rated highest on everyone's score sheet. (See attached score sheet)

The price and proposed completion time for each response was as follows:

	Comp Plan	Zoning Code	Sub Regs	Total	Duration
Seibold Architecture and Planning	\$71,995	\$29,920	\$22,380	\$124,295	1 Year
Kendig Keast Collaborative	\$79,250	\$68,620		\$147,870	9 Months
Beck Design	\$240,198	\$191,808	\$207,795	\$639,801	6-8 Months

- Gary Mitchell with Kendig Keast Collaborative and Carolyn Back with Wallace Engineering will make a presentation.

	BID \$147,870		BID \$124,295		BID \$639,801	
LYNN BURROW	KENDING KEAST		SEIBOLD		BECK	
CRITERIA	Points		Points		Points	
	Possible	Score	Possible	Score	Possible	Score
Applicable Experience	0-30	25	0-30	15	0-30	20
Cost of Services being proposed	0-30	30	0-30	25	0-30	10
Understaning of services being requested	0-10	10	0-10	8	0-10	8
Experience of key personal providing services	0-10	8	0-10	5	0-10	8
Schedule Duration	0-10	8	0-10	5	0-10	8
Presentation of proposal (clarity & creativity)	0-10	8	0-10	5	0-10	5
	TOTAL	89	TOTAL	63	TOTAL	59

LOWELL PETERSON	KENDING KEAST		SEIBOLD		BECK	
CRITERIA	Points		Points		Points	
	Possible	Score	Possible	Score	Possible	Score
Applicable Experience	0-30	30	0-30	5	0-30	15
Cost of Services being proposed	0-30	25	0-30	30	0-30	0
Understaning of services being requested	0-10	10	0-10	2	0-10	8
Experience of key personal providing services	0-10	9	0-10	4	0-10	5
Schedule Duration	0-10	8	0-10	5	0-10	5
Presentation of proposal (clarity & creativity)	0-10	10	0-10	2	0-10	5
	TOTAL	92	0-30	48	TOTAL	38

ROGER KOLMAN	KENDING KEAST		SEIBOLD		BECK	
CRITERIA	Points		Points		Points	
	Possible	Score	Possible	Score	Possible	Score
Applicable Experience	0-30	28	0-30	15	0-30	15
Cost of Services being proposed	0-30	25	0-30	30	0-30	10
Understaning of services being requested	0-10	10	0-10	7	0-10	8
Experience of key personal providing services	0-10	10	0-10	6	0-10	6
Schedule Duration	0-10	10	0-10	8	0-10	10
Presentation of proposal (clarity & creativity)	0-10	9	0-10	5	0-10	7
	TOTAL	92	TOTAL	71	TOTAL	56

RICK MALONE	KENDING KEAST		SEIBOLD		BECK	
CRITERIA	Points		Points		Points	
	Possible	Score	Possible	Score	Possible	Score
Applicable Experience	0-30	28	0-30	15	0-30	20
Cost of Services being proposed	0-30	28	0-30	25	0-30	15
Understaning of services being requested	0-10	10	0-10	10	0-10	5
Experience of key personal providing services	0-10	10	0-10	5	0-10	5
Schedule Duration	0-10	8	0-10	5	0-10	5
Presentation of proposal (clarity & creativity)	0-10	10	0-10	2	0-10	2
	TOTAL	94	TOTAL	62	TOTAL	52

RESOLUTION NO. 16-08-01

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENPOOL AMENDING
THE FY 2016-2017 ANNUAL BUDGET IN COMPLIANCE WITH THE MUNICIPAL
BUDGET ACT**

WHEREAS, Oklahoma Statutes, Title 11, Sections 17-201, *et seq.*, (the "Municipal Budget Act") require any incorporated city which, by resolution of the governing body, has opted to come under and comply with the provisions and requirements of the Municipal Budget Act to prepare and approve an annual budget for the purposes set forth therein; and

WHEREAS, The Glenpool City Council duly adopted by resolution, following notice and public hearing thereon, the Annual Budget for FY 2016-2017 at a special session on June 14, 2016; and

WHEREAS, The FY2016-2017 budget contains an appropriation of \$40,000 for costs associated with updating the Comprehensive Plan; and

WHEREAS, The proposed cost of the Comprehensive Plan update is \$147,870, which exceeds the budgeted appropriation by \$107,870; and

WHEREAS, The Municipal Budget Act expressly authorizes the governing body to amend the budget by authorizing transfers and supplemental appropriations as the governing body deems necessary and appropriate; and

WHEREAS, There are funds available for transfer from other departments, and the Glenpool City Council deems it necessary and appropriate to amend the budget as provided, and for the purposes stated, herein.

BE IT THEREFORE RESOLVED by the City Council of the City of Glenpool **THAT**:

A. The Annual Budget for fiscal year 2016-2017, as approved on June 14, 2016, be and hereby is amended as follows:

	INCREASE		DECREASE
General Fund			
Community Development Department:			
Contract Services, account 01-6-10-6235	\$107,870		
Administration:			
Council Contingency, account 01-6-11-6289			\$58,144
Non-Departmental:			
Transfer to GIA, account 01-6-90-6734			\$49,726

PASSED AND APPROVED by the City Council of the City of Glenpool this 1st day of August 2016.

Timothy Lee Fox, Mayor

ATTEST:

[MUNICIPAL SEAL]

Susan White, City Clerk

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read "Lowell Peterson", written over a horizontal line.

Lowell Peterson, City Attorney



MEMORANDUM

**TO: HONORABLE MAYOR, CITY COUNCIL,
AND GUSA BOARD OF TRUSTEES**

**FROM: LYNN BURROW, PE
COMMUNITY DEVELOPMENT DIRECTOR**

**RE: ACCEPTANCE of CONSTRUCTION CONTRACT CHANGE ORDER
REQUEST NO. 2: GOINS ENTERPRISES, INC. – GLENPOOL WATER
STORAGE TOWER PROJECT**

DATE: July 27, 2016

BACKGROUND

This item is for City Council and Glenpool Utility Services Authority Board of Trustees consideration and action regarding the review and approval of a construction contract change order request submitted by Goins Enterprises, Inc. in the amount of (\$353.00). This request identifies and covers a series of unit cost deducts and several additional construction cost items and overruns encountered on the Vision 2025 water tower and waterline improvement project. The attached change order request tabulates the various credits and additional cost items being requested. The items shown in red are credited amounts and the items listed in black are additional cost items. Generally, the major additional cost items are a result of the addition of several electrical related features. One of these up-grade items is associated with the installation of an LED site lighting system at the storage tower that will illuminate (up-light) the new tower similar in nature to the lighting at the existing tower on 141st Street. This type of lighting will serve to increase the nighttime security of the facility and provide adequate area lighting during any future afterhours repair work that may occur. It should be noted that this item also includes the provision of all underground wiring, electrical service meter panels, circuitry disconnects, and master breaker panels necessary for electric services in the current project as well as any foreseeable needs in the future. Several of the major credit items include a deduct for a natural gas fired emergency generator (as opposed to diesel) and several erosion control measures that were part of the original design, but were not needed or used.

Based on the overall completion status of the project (80%), Staff is not anticipating future change order requests of this magnitude that would be necessary to fully complete the project.

However, there will likely be one final change order - either for a small amount of additional cost or for a similar small amount of credit in order to fully close out the unit quantities in the original contract and to account for any unanticipated additional costs to fully complete the project. Staff is also assuming there may be other future weather related construction delays that will require official approval from the City to extend the contract duration by way of a final change-order. However, it should be noted that the current anticipated date for full project completion is September 21st, 2016.

Recommendation:

Staff recommends approval of Construction Change Order No. 2 that decreases the current contract amount \$353.00 resulting in a new total contract amount of \$2,230,995.00 and also extends the contract duration eight (8) calendar days for an official contractual completion date of November 11th, 2016.

Attachments:

- A. Contract Change Order Request No. 2

CONTRACT CHANGE ORDER

Change Order No.:	#02	Engineer:	Cowan Group Engineering, LLC
Date:	July 26, 2016	Address:	5416 S. Yale, Suite 210
Bid Number:	GLP-15001		Tulsa, OK 74135
		Phone:	918.949.6171
Project Name:	Glenpool Water System Improvements	Email:	russ@cowangroup.co
	Glenpool, OK		
Contractor:	Goins Enterprises Inc.	Owner (Grantor):	City of Glenpool & GUSA
Address:	3255 N. County Lane 252	Address:	12205 S. Yukon Ave.
	Joplin, MO 64801		Glenpool, OK 74033
Phone:	1.417.659.6082	Phone:	918.322.5409
Email:	contact@goinsent.com	Email:	lburrow@cityofglenpool.com

THE FOLLOWING CHANGES ARE HEREBY AMENDED INTO THE CONTRACT PLANS AND SPECIFICATIONS

C.O. ITEM	PAY REQ. ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE	CONTRACT QUANTITY	AMENDED QUANTITY	COST
Pay Item Quantity Adjustment							
1	3	Temporary Silt Fence	LF	\$2.00	3,150	300	(\$5,700.00)
2	4	Temporary Rock Bag Sediment Filter	EA	\$650.00	4	1	(\$1,950.00)
3	5	Solid Slab Sodding	SY	\$5.00	500	0	(\$2,500.00)
4	6	Seeding Method A	AC	\$19,500.00	0.26	0	(\$5,070.00)
5	21	12" Plug, RJ	EA	\$1,040.00	1	0	(\$1,040.00)
6	44	Bored Conduit - 20" Steel	LF	\$261.00	350	360	\$2,610.00
7	45	8" PVC C900 DR14 Waterline	LF	\$29.00	3,414	3,427	\$377.00
8	54	8" Solid Sleeve, RJ	EA	\$650.00	0	2	\$1,300.00
9	59	Temporary Silt Fence	LF	\$2.00	2,513	0	(\$5,026.00)
10	61	Solid Slab Sodding	SY	\$5.00	500	0	(\$2,500.00)
11	62	Seeding Method A	AC	\$19,500.00	0.25	0	(\$4,875.00)
12	63	Bored Conduit - 24" Steel	LF	\$262.00	346	360	\$3,668.00
13	64	14" O.D. HDPE (DR-11)(200psi) Pipe	LF	\$48.00	356	360	\$192.00
14	73	12"x8" Reducer, RJ	EA	\$1,600.00	2	1	(\$1,600.00)
Change Diesel Generator to Natural Gas							
15	56(A)	Standby Generator - Natural Gas Deduct	EA	(\$3,000.00)	0	1	(\$3,000.00)
Replace 8x8 Tee Incorrect Deduct from CO #1							
16	48(A) §	8"x8" Tee	EA	\$2,200.00	0	1	\$2,200.00
Chain-link Fence & Gate Revisions							
17	27	Fencing 6-Ft Chain Link	EA	\$30.00	570	607	\$1,115.00
18	28	Fencing Chain Link Gate 10-Ft Wide	EA	\$650.00	2	1	(\$650.00)
19	28A §	Fencing Chain Link Gate 16-Ft Wide	EA	\$1,500.00	0	1	\$1,075.00
Water Storage Tank Site Electric							
20	31B	Additional Water Storage Tank Site Elect	LS	\$6,895.00	0	1	\$6,895.00
Surge Protection Device at the Booster Pumps to Protect VFDs							
21	57B §	Surge Protection Device	EA	\$225.00	0	1	\$225.00

CONTRACT CHANGE ORDER

Revise Water Storage Tank Hazard Light to LED							
22	39A §	LED Hazard Light	EA	\$1,065.00	0	1	\$1,065.00
Water Storage Tank Site Lighting							
23	31C §	WST Site Lighting	EA	\$12,836.00	0	1	\$12,836.00
							\$0.00
							\$0.00
Net Change Order Amount							(\$353.00)
Original Contract Amount							\$2,202,414.00
Total of Previous Change Order(s)							\$28,934.00
Total Contract Amount To Date							\$2,230,995.00

This Change Order **INCREASES** Contract Time by **8** Days
 (Adjusted Completion Date Now: November 11, 2016)

Description:

This change order is being processed to adjust the total contract amount for the acknowledged quantity adjustments and weather delay days through Pay Request #6; and the change following items: 1.) various qty adjs; 2.) change diesel generator to natural gas 3.) replace qty of 8x8 tee that was incorrectly deducted in CO#1; 4.) revise the chain-link gates per City and add chain link at booster pump station; 5.) add'l costs for WST site elect; 6.) add SPD at booster pumps; 7.) revise the WST hazard light to LED; 8.) site lighting per City. The majority of the items are quantity adjustments to bid items. The items marked with the symbol "§" are items that were not bid items and are subject to the Oklahoma Competitive Bid Act Section 121.B. The items added to the project scope of work that were not bid are valued at \$37,648.00 which represents an adjustment of 1.71% from the contract bid amount.

CONTRACT CHANGE ORDER

Change Order No.: #02
Date: July 26, 2016
Bid Number: GLP-15001
Project Name: Glenpool Water System Improvements

RECOMMENDED:	Cowan Group Engineering, LLC		
	Engineer Signature	Engineer	
BY:	Russell K. Fischer Printed Name	Project Engineer Title	Date
ACCEPTED:	Goins Enterprises Inc.		
	Contractor Signature	Contractor	
BY:	Carrie Goins Printed Name	President Title	Date
APPROVED:	City of Glenpool		
	Owner Signature	Owner	
BY:	Printed Name	Title	Date
APPROVED:	Glenpool Utility Services Authority (GUSA)		
	Owner Signature	Owner	
BY:	Printed Name	Title	Date



To: HONORABLE MAYOR AND CITY COUNCIL
From: Roger Kolman, City Manager
Date: August 1, 2016
Subject: MOU – INCOG – 911 Mapping

Background:

The regional council of governments provides GIS layer mapping services to the cities within this area, including the creation and maintenance of the 911 layers. As Glenpool continues to grow, adding new subdivisions and streets, it is very important that we maintain accurate 911 maps for protection of the health and safety of our citizens.

This expenditure of \$2,308 for this project is funded in the FY 2016 budget in the General Fund at line item 01-6-03-6214 (E911 Fees). There is a year over year increase in the cost of this project of \$45.

Staff Recommendation:

Staff recommends approval of the Memorandum of Understanding with INCOG.

Attachments:

Proposed MOU.

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE INDIAN NATIONS COUNCIL OF GOVERNMENT (INCOG) & GLENPOOL**

This Memorandum of Understanding outlines the duties of INCOG and Glenpool to maintain the 9-1-1 electronic map street layer and the master street and address guide (MSAG).

Glenpool desires to maintain the accuracy of its street layer used in its 9-1-1 center for locating callers and directing emergency personnel to the correct location, to update and maintain the MSAG, which is the database containing the address information necessary to locate 9-1-1 caller and plot the call on the electronic map, and to verify the correct routing of wireless cell towers to its jurisdiction.

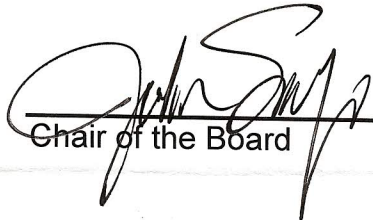
INCOG desires to assist Glenpool by taking performing the following tasks.

1. INCOG will acquire all newly platted subdivisions, new streets, street closures and any alterations of fire, police and ambulance districts promptly upon approval by the governing body.
2. Using the information acquired, INCOG will:
 - a. Update and maintain an accurate emergency services number (ESN) map layer
 - b. Update and maintain accurate street files based on the updated ESN layer
 - c. Draw and segment newly platted street segments on the map
 - d. Input MSAG database entry of newly platted streets
 - e. Identify and correct MSAG data errors
 - f. Identify and correct street mapping errors
 - g. Provide quarterly the newly updated street file to the 9-1-1 center
3. INCOG will acquire the geo-coded location of all cell phone towers for wireless service providers that have deployed Phase II wireless service in Tulsa County.
4. Using the information acquired INCOG will:
 - a. Place the cell tower location on the map
 - b. Calculate the footprint of the tower based on data provided by the wireless service provider.
 - c. Establish or verify the routing for each tower to the correct PSAP

Glenpool agrees to pay INCOG \$2,308.26 for the performance of its duties outlined in this agreement. Payments shall be made upon receipt of an invoice from INCOG in the total amount.

This Memorandum of Understanding shall become effective July 1, 2016, and continue until June 30, 2017. This MOU may be extended in time or amended upon written agreement of the parties.

**INDIAN NATIONS COUNCIL OF
GOVERNMENTS**


Chair of the Board

CITY OF GLENPOOL

(Name)
(Title)

(Clerk)
(seal)

Invoice

Page 1/1
Invoice 028961
Date 7/1/2016

Oklahoma Municipal League

201 NE 23rd
Oklahoma City OK 73105-3199
73-6017917

Bill To: Glenpool
Accounts Payable
12205 S YUKON AVE
GLENPOOL OK 74033

RECEIVED
JUN 07 2016
BY
GLENPOOL - FINANCE

Purchase Order No.		Customer ID	Shipping Method	Payment Terms	Req Ship Date	Master No.	
		720400		DUE UPON RECEIPT		63,037	
Ordered	Shipped	Item Number	Description		Discount	Unit Price	Ext. Price
1.00	1.00	SFEES	2016-2017 OML Annual Service Fees Renewal			\$8574.74	\$8574.74

Please return a copy of invoice with remittance

Subtotal	\$8574.74
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Total	\$8574.74

Base	\$ 550.00
Formula	\$ 7,592.42
Population	\$ 432.32
Total 2016-17 Service Fee	\$ 8,574.74

The following formula was used to figure your 2016-2017 service fees:

2010 Census Population 10,808
2014 Total Sales Tax Receipts \$ 6,073,936.07
2014 Municipal Sales Tax Rate 4 %
Base = \$ 550
Formula = 2014 Total Sales Tax Receipts divided by 2014 Municipal Sales Tax Rate times .005
Population = 2010 Census Population times .04.

Due to some OML members experiencing a sales tax decline, the OML Board of Directors voted during their April 6, 2016 meeting to ensure each municipality receive the most favorable service fee option for 2016-2017. Note we compared your 2015-2016 and 2016-2017 service fees. This invoice reflects the lesser amount of the two.

The number-one ingredient for success at the legislature and state agencies is a united collective municipal voice. Thank you for continuing to partner with OML as we stay united in representing over 450 member municipalities.

Questions? Please contact Cathy: cathy@oml.org or call 800-324-6651

RECEIVED
JUN 07 2016
BY
GLENPOOL - FINANCE



To: HONORABLE MAYOR AND CITY COUNCILORS
From: Roger Kolman, City Manager
Date: August 1, 2016
Subject: Mayor ICSC Texas Conference Attendance

Background:

The ICSC's Texas Conference and Deal Making event is scheduled for October 5th through October 7th in Dallas this year. The Mayor and City Manager attend to work with our economic development consultants and to meet with prospective developers and retailers.

Costs to attend including registration, air travel, meals, and hotel for each attendee are approximately \$1,200.

Staff Recommendation:

Staff recommends approval.

Attachments:

N/A.

**NOTICE
GLENPOOL UTILITY SERVICE AUTHORITY
REGULAR MEETING**

A Regular Session of the Glenpool Utility Service Authority will begin at 6:30 p.m. immediately following the Glenpool City Council meeting, on Monday, August 1, 2016, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

The following items are scheduled for consideration by the Authority at that time:

AGENDA

- A) Call to Order
- B) Roll call, declaration of quorum
- C) Public Works Director Report - Wes Richter, Director of Public Works
- D) Scheduled Business
 - 1) Discussion and possible action to approve minutes from July 5, 2016 meeting.
 - 2) Discussion and possible action to approve Change Order #2 from Goins Enterprises for construction on the water storage facility project.
(Lynn Burrow, Community Development Director)
- E) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____,
_____ at _____am/pm.

Signed: _____
Clerk



Public Works Director's Report

August 1, 2016

To: Glenpool Utility Services Authority Board Members,

The following report highlights and summarizes the various activities that are currently being addressed by the Public Works Department.

Waste Water Treatment Plant:

- Submitted Monthly DMR report to ODEQ.
- 2 sewer backups: They were both on the customer side.
- 3 Lift Stations were without power from the storms, we used the pump around ports which resulted in no sewer bypasses from either Lift Station.
- The Plant ran on both generators during the 2 ½ day power outage.

Water Distribution:

- Meter reading started on July 1st.
- Meter reading was completed on July 14th.
- Total rereads for May were 53.
- 263 Service Orders, 8 Blue tags were issued by the water billing dept.
- 6 New construction meters were set and 10 meter replacements.
- 345 Line locates were issued by call Okie.
- 18 Field work orders were issued.
- The water shut down for the check valve installation went well, water was only shut down for 2 ½ hours before flushing the air out of the lines.
- Assisted Parks and Streets with storm debris clean up and removal.

MINUTES
GLENPOOL UTILITY SERVICES AUTHORITY
REGULAR SESSION
July 5, 2016

The Regular Session of the Glenpool Utility Services Authority was held at Glenpool City Hall. Trustees present: Tim Fox, Chairman; Momodou Ceesay, Vice Chairman; Jacqueline Triplett-Lund; Patricia Agee and Brandon Kearns.

Staff present: Roger Kolman, Trust Manager; Lowell Peterson, Trust Attorney; Susan White, Trust Secretary; and Julie Casteen, Trust Treasurer.

- A) **Chairman Fox called the meeting to order at 9:56 p.m.**
- B) **Susan White, Secretary called the roll and Chairman Fox declared a quorum present.**
- C) Public Works Director Report - Wes Richter, Director of Public Works
- Mr. Richter updated the Trustees on the various actions at the waste water treatment plant and water distribution system activities during the month of June.
- D) **Scheduled Business:**
- 1) **Discussion and possible action to approve minutes from June 6, June 14, and June 20, 2016 meetings.**
MOTION: Trustee Agee moved, second by Chairman Fox to approve minutes as presented.
FOR: Vice Chairman Ceesay (June 6, June 14); Chairman Fox; Trustee Agee; Trustee Kearns
ABSTAIN: Trustee Lund; Vice Chairman Ceesay (June 20)
Motion carried.
 - 2) **Discussion and possible action to approve Engagement Letter from Anne Elfrink, CPA for Agreed Upon Procedures, jointly with GUSA and Creek County Rural Water District II in accordance with the Agreement of Settlement and Release.**
MOTION: Trustee Agee moved, second by Trustee Lund to approve Engagement Letter as presented.
FOR: Chairman Fox; Trustee Agee; Trustee Kearns; Trustee Lund; Vice Chairman Ceesay
AGAINST: None
Motion carried.
- E) **Adjournment.**
- There being no further business, Chairman Fox declared the meeting adjourned at 10:01 p.m.

Date

Chairman

ATTEST:

Secretary

**NOTICE
GLENPOOL INDUSTRIAL AUTHORITY
MEETING**

A Regular Session of the Glenpool Industrial Authority will begin at 6:30 p.m. immediately following the Glenpool Utility Service Authority meeting, Monday, August 1, 2016, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon, 3rd Floor, Glenpool, Oklahoma.

The following items are scheduled for consideration by the Authority at that time:

AGENDA

- A)** Call to Order.
- B)** Roll call, declaration of quorum.
- C)** Scheduled Business.
 - 1)** Discussion and possible action to approve minutes from July 5, 2016 meeting.
 - 2)** Discussion and possible action to adopt renewal of the Agreement of the City of Glenpool and the Glenpool Industrial Trust Authority with the Glenpool Chamber of Commerce for (i) the lease of space by the Chamber in the City Hall/Conference Center for a stated consideration; (ii) the rendering of enumerated services for the City and the Conference Center for a stated consideration; and (iii) support for the economic development goals of the annual Black Gold Days event in a stated amount, for FY 2016-2017.
(Roger Kolman, Trust Manager/Sydney Bland, Chamber Ex. Dir.)
- D)** Adjournment.

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, _____ at _____ am/pm.

Signed: _____
City Clerk

**MINUTES
GLENPOOL INDUSTRIAL AUTHORITY
REGULAR MEETING
July 5, 2016**

The Regular Meeting of the Glenpool Industrial Authority was held at, Glenpool City Hall Council Chambers. Trustees present: Timothy Fox, Chairman; Momodou Ceesay, Vice Chairman; Jacqueline Triplett-Lund; Patricia Agee and Brandon Kearns.

Staff present: Roger Kolman, Trust Manager; Lowell Peterson, Trust Attorney; Susan White, Trust Secretary and Julie Casteen, Trust Treasurer.

A) Timothy Fox, Chairman called the meeting to order at 10:02 p.m.

B) Susan White, Secretary called the roll and Chairman Fox declared a quorum present.

C) Scheduled Business

1) Discussion and possible action to approve minutes from June 6, and June 14, 2016 meetings

MOTION: Trustee Agee moved, second by Vice Chairman Ceesay to approve minutes as presented.

FOR: Vice Chairman Ceesay, Chairman Fox, Trustee Agee, Trustee Kearns

ABSTAIN: Trustee Lund

Motion carried.

2) Discussion and possible action to award a Custodial Services Contract with Vickie Yarbrough in her individual capacity as an independent contractor.

MOTION: Trustee Lund moved, second by Trustee Agee to approve Custodial Services Contract as presented.

FOR: Vice Chairman Ceesay, Chairman Fox, Trustee Agee, Trustee Kearns; Trustee Lund

AGAINST: None

Motion carried.

D) Adjournment

- There being no further business, Chairman Fox declared the meeting adjourned at 10:04 p.m.

Date

Chairman

ATTEST:

Secretary

NOTICE
GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
REGULAR MEETING

A Regular Session of the Glenpool Area Emergency Medical Service District will begin at 6:30 p.m. immediately following the Glenpool Industrial Authority meeting, Monday, August 1, 2016, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

The following items are scheduled for consideration at that time:

AGENDA

- A)** Call to Order
- B)** Roll call, declaration of quorum
- C)** District Administrator Report - Susan White, District Administrator
- D)** EMS Report - Brian Cook, Director of Operations, Mercy Regional EMS
- E)** Scheduled Business
 - 1)** Discussion and possible action to approve minutes from July 5, 2016 meeting.
- F)** Adjournment.

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma on _____, _____ at _____ am/pm.

Signed: _____
District Clerk/Secretary

Glenpool Area Emergency Medical Services District

12205 South Yukon Avenue
Glenpool, Oklahoma 74033

To: HONORABLE CHAIRMAN AND GEMS DISTRICT BOARD MEMBERS
From: Susan White, District Administrator/Clerk/Secretary
Date: August 1, 2016
Subject: District Administrator Report

Audit:

Kerrie Carter, Audit Manager with Oklahoma State Auditor and Inspector stated that the audit is currently in management review and she hopes to set up a date to examine findings the first week of August. We are allowed ten business days to respond to the findings. Following our response, the report is forwarded to the Audit Director for review and published thereafter.

Storm related EMS calls:

The impact of the severe storm that struck Glenpool on July 14 resulted in a few EMS calls. First Responders logged two non life threatening medical calls, which were related to the power outage. Mercy Regional responded to one vehicle accident involving a juvenile driver and multiple juvenile passengers. There were no serious injuries, however to assure the safety of the victims during the storm, Mercy crews brought them back to the ambulance station to wait for a parent to arrive. Mercy also responded to one welfare check on a resident whom was on oxygen and without electricity.

Mercy Regional



Brian Cook
Director of Operations
PO Box 2398
Owasso, OK 74055
Office: 918.609.5827
Email: bcook@mercy-regional.com

To: Honorable Chair and GEMS District Board Members
From: Brian Cook, Director of Operations
Date: July 28, 2016
Subject: EMS Activity Report

During the period of June 29, 2016 to July 27, 2016 we logged 128 calls for service.

83 Transports
29 Refusals
9 Cancelled calls
6 No patient
3 calls required mutual aid
1 mutual aid given
1 Scene standby

Mercy Regional EMS had a 98% response time compliance with a total average response time of 4.5 minutes.

Incident 16070191 on July 6, 2016 shows a 26-minute response but this is the same incident as 16070190 for a motor vehicle collision with multiple patients. The first ambulance was on scene in six minutes and called for additional ambulances. EMSA was able to send one and we attempted to get another ambulance from Creek County but they said they were busy and couldn't assist. The next closest ambulance was Mercy Regional 102 coming to post from Broken Arrow which took them 26 minutes but ended up not transporting any patients.

We took delivery of some new cardiac monitors on July 26, 2016. The monitors are new Lifepak 15 monitors and are currently being set-up by staff and Paramedics are receiving training. I anticipate the monitors being in service next week (first week of August) and Glenpool will receive the first monitor.

Brian Cook,
Director of Operations

Data

Call Date	CallNumber	Destination	Call Priority	Dispatched	ErScene	ArScene	ErDest	ArDest	ClearDest
6/29/2016	16061092	HILLCREST SOUTH	Emergency	6/29/2016 04:06:00	6/29/2016 04:06:00	6/29/2016 04:07:00	6/29/2016 04:42:00	6/29/2016 05:00:43	6/29/2016 05:29:08
6/29/2016	16061096	ST. FRANCIS TULSA	Emergency	6/29/2016 08:55:00	6/29/2016 08:56:00	6/29/2016 08:59:00	6/29/2016 09:17:03	6/29/2016 09:43:07	6/29/2016 10:01:30
6/29/2016	16061099	HILLCREST SOUTH	Emergency	6/29/2016 09:43:00	6/29/2016 09:43:00	6/29/2016 09:47:18	6/29/2016 10:00:22	6/29/2016 10:15:24	6/29/2016 10:29:42
6/29/2016	16061109	SIGNED PATIENT REFUSAL	Emergency	6/29/2016 12:34:00	6/29/2016 12:35:00	6/29/2016 12:38:00			6/29/2016 12:49:15
6/29/2016	16061110	SIGNED PATIENT REFUSAL	Emergency	6/29/2016 12:52:00	6/29/2016 12:53:00	6/29/2016 12:57:00			6/29/2016 13:27:00
6/29/2016	16061115	SIGNED PATIENT REFUSAL	Emergency	6/29/2016 12:52:00	6/29/2016 12:53:00	6/29/2016 12:57:00			6/29/2016 13:27:00
6/29/2016	16061121	SIGNED PATIENT REFUSAL	Emergency	6/29/2016 14:19:00	6/29/2016 14:19:00	6/29/2016 14:21:00			6/29/2016 14:42:05
6/29/2016	16061133	ST. FRANCIS TULSA	MUTUAL AID GIVEN (SENT...	6/29/2016 17:01:00	6/29/2016 17:01:00	6/29/2016 17:22:00	6/29/2016 17:52:15	6/29/2016 18:27:55	6/29/2016 18:48:29
6/29/2016	16061138	ST. JOHN TULSA	Emergency	6/29/2016 20:11:19	6/29/2016 20:11:20	6/29/2016 20:13:00	6/29/2016 20:36:44	6/29/2016 21:02:16	6/29/2016 21:22:12
6/29/2016	16061141	ST. FRANCIS TULSA	Emergency	6/29/2016 22:06:52	6/29/2016 22:07:41	6/29/2016 22:14:00	6/29/2016 22:54:56	6/29/2016 23:20:17	6/30/2016 00:21:51
6/30/2016	16061144	DOA - DEAD ON ARRIVAL	Emergency	6/30/2016 06:09:28	6/30/2016 06:09:29	6/30/2016 06:14:00			6/30/2016 06:30:31
6/30/2016	16061145	ST. FRANCIS TULSA	Emergency	6/30/2016 08:41:00	6/30/2016 08:41:00	6/30/2016 08:48:28	6/30/2016 08:57:01	6/30/2016 09:24:26	6/30/2016 09:38:26
6/30/2016	16061149	SIGNED PATIENT REFUSAL	Emergency	6/30/2016 09:47:00	6/30/2016 09:47:00	6/30/2016 09:51:27			6/30/2016 10:11:37
6/30/2016	16061152	CANCELLED BY PD OR OTHER SER...	Emergency	6/30/2016 11:27:00	6/30/2016 11:27:00				6/30/2016 11:28:25
6/30/2016	16061164	ST. JOHN TULSA	Emergency	6/30/2016 16:47:00	6/30/2016 16:47:00	6/30/2016 16:51:37	6/30/2016 17:12:53	6/30/2016 17:44:39	6/30/2016 18:05:00
6/30/2016	16061176	ST. JOHN TULSA	Emergency	6/30/2016 23:54:00	6/30/2016 23:54:00	6/30/2016 23:58:11	7/1/2016 00:23:37	7/1/2016 00:50:00	7/1/2016 01:03:44
7/1/2016	16070003	ST. FRANCIS TULSA	Emergency	7/1/2016 04:50:00	7/1/2016 04:53:45	7/1/2016 05:05:00	7/1/2016 05:28:33	7/1/2016 06:05:30	7/1/2016 06:19:12
7/1/2016	16070028	HILLCREST SOUTH	Emergency	7/1/2016 13:53:00	7/1/2016 13:54:00	7/1/2016 14:01:00	7/1/2016 14:40:00	7/1/2016 14:56:54	7/1/2016 15:25:41
7/1/2016	16070037	ST. FRANCIS TULSA	Emergency	7/1/2016 15:36:00	7/1/2016 15:36:00	7/1/2016 15:40:00	7/1/2016 15:57:00	7/1/2016 16:21:00	7/1/2016 16:43:24
7/1/2016	16070044	ST. JOHN TULSA	Emergency	7/1/2016 17:35:00	7/1/2016 17:35:00	7/1/2016 17:40:11	7/1/2016 17:58:38	7/1/2016 18:17:57	7/1/2016 18:59:02
7/2/2016	16070054	ST. FRANCIS TULSA	Emergency	7/2/2016 00:29:37	7/2/2016 00:30:50	7/2/2016 00:33:05	7/2/2016 00:51:10	7/2/2016 01:10:40	7/2/2016 01:40:15
7/2/2016	16070071	NO PATIENT FOUND	Emergency	7/2/2016 18:52:00	7/2/2016 18:53:00	7/2/2016 18:59:27			7/2/2016 19:04:33
7/2/2016	16070078	ST. JOHN TULSA	Emergency	7/2/2016 22:53:02	7/2/2016 22:54:01	7/2/2016 22:55:52	7/2/2016 23:28:06	7/2/2016 23:50:12	7/3/2016 00:42:31
7/2/2016	16070079	ST. FRANCIS TULSA	MUTUAL AID RECIEVED (R...	7/2/2016 23:34:00	7/2/2016 23:36:00	7/2/2016 23:39:00	7/2/2016 00:04:00	7/2/2016 00:30:00	7/2/2016 00:47:00
7/3/2016	16070083	SIGNED PATIENT REFUSAL	Emergency	7/3/2016 00:18:00	7/3/2016 00:18:19	7/3/2016 00:24:18			7/3/2016 00:55:32
7/3/2016	16070087	ST. JOHN SAPULPA	Emergency	7/3/2016 02:36:59	7/3/2016 02:38:18	7/3/2016 02:42:04	7/3/2016 03:03:16	7/3/2016 03:18:28	7/3/2016 03:40:00
7/3/2016	16070090	CANCELLED ENROUTE	Emergency	7/3/2016 07:56:50					7/3/2016 07:57:42
7/3/2016	16070095	ST. FRANCIS TULSA	Emergency	7/3/2016 11:46:00	7/3/2016 11:49:37	7/3/2016 11:55:52	7/3/2016 12:41:50	7/3/2016 13:00:10	7/3/2016 13:24:42
7/3/2016	16070101	HILLCREST SOUTH	Emergency	7/3/2016 13:50:00	7/3/2016 13:52:00	7/3/2016 13:57:55	7/3/2016 14:55:00	7/3/2016 15:17:08	7/3/2016 15:27:42
7/3/2016	16070109	SIGNED PATIENT REFUSAL	Emergency	7/3/2016 21:23:00	7/3/2016 21:24:05	7/3/2016 21:28:52			7/3/2016 21:38:22
7/3/2016	16070110	ST. FRANCIS TULSA	Emergency	7/3/2016 22:23:11	7/3/2016 22:25:12	7/3/2016 22:28:30	7/3/2016 22:44:53	7/3/2016 23:07:27	7/3/2016 23:26:21
7/3/2016	16070115	ST. FRANCIS TULSA	Emergency	7/3/2016 23:54:14	7/3/2016 22:55:52	7/3/2016 23:56:56	7/4/2016 00:13:51	7/4/2016 00:37:17	7/4/2016 00:56:11
7/3/2016	16070106	ST. JOHN TULSA	Emergency	7/3/2016 17:06:00	7/3/2016 17:09:37	7/3/2016 17:16:08	7/3/2016 17:33:24	7/3/2016 17:54:28	7/3/2016 18:12:31
7/4/2016	16070121	LIFT ASSIST	Emergency	7/4/2016 04:46:00	7/4/2016 04:51:22	7/4/2016 04:51:59			7/4/2016 05:06:53
7/4/2016	16070141	ST. FRANCIS TULSA	Emergency	7/4/2016 19:58:25	7/4/2016 19:58:00	7/4/2016 19:59:53	7/4/2016 20:23:13	7/4/2016 20:45:21	7/4/2016 21:08:54
7/5/2016	16070151	CANCELLED BY PD OR OTHER SER...	Emergency	7/5/2016 08:33:00	7/5/2016 08:33:00	7/5/2016 08:36:38			7/5/2016 08:38:00
7/5/2016	16070153	ST. FRANCIS TULSA	Emergency	7/5/2016 09:58:00	7/5/2016 09:58:00	7/5/2016 10:03:15	7/5/2016 10:20:56	7/5/2016 10:36:28	7/5/2016 11:00:28
7/6/2016	16070188	ST. JOHN TULSA	Emergency	7/6/2016 00:01:50	7/6/2016 00:01:51	7/6/2016 00:04:10	7/6/2016 00:19:22	7/6/2016 00:38:00	7/6/2016 00:54:01
7/6/2016	16070190	ST. FRANCIS TULSA	Emergency	7/6/2016 01:45:45	7/6/2016 01:45:47	7/6/2016 01:51:00	7/6/2016 02:17:03	7/6/2016 02:27:37	7/6/2016 02:56:50
7/6/2016	16070191	NO PATIENT FOUND	Emergency	7/6/2016 01:47:00	7/6/2016 01:47:00	7/6/2016 02:13:08			7/6/2016 02:20:42
7/6/2016	16070192	ST. JOHN TULSA	Emergency	7/6/2016 02:55:04	7/6/2016 02:55:05	7/6/2016 02:59:36	7/6/2016 03:20:27	7/6/2016 03:35:00	7/6/2016 04:26:45
7/6/2016	16070195	SIGNED PATIENT REFUSAL	Emergency	7/6/2016 06:38:47	7/6/2016 06:41:07	7/6/2016 06:45:32			7/6/2016 06:57:00
7/6/2016	16070196	ST. JOHN TULSA	Emergency	7/6/2016 06:57:00	7/6/2016 06:57:13	7/6/2016 07:00:24	7/6/2016 07:18:45	7/6/2016 07:39:57	7/6/2016 08:04:00

Data

Call Date	CallNumber	Destination	Call Priority	Dispatched	ErScene	ArScene	ErDest	ArDest	ClearDest
7/6/2016	16070229	HILLCREST SOUTH	Emergency	7/6/2016 18:14:00	7/6/2016 18:15:00	7/6/2016 18:18:07	7/6/2016 18:38:49	7/6/2016 18:56:34	7/6/2016 19:10:46
7/7/2016	16070234	SIGNED PATIENT REFUSAL	Emergency	7/7/2016 04:47:00	7/7/2016 04:51:36	7/7/2016 04:54:15			7/7/2016 05:13:09
7/7/2016	16070243	ST. FRANCIS TULSA	Emergency	7/7/2016 10:35:52	7/7/2016 10:35:53	7/7/2016 10:41:59	7/7/2016 11:02:10	7/7/2016 11:31:39	7/7/2016 11:50:28
7/8/2016	16070296	ST. FRANCIS TULSA	Emergency	7/8/2016 13:44:03	7/8/2016 13:46:00	7/8/2016 13:49:57	7/8/2016 14:00:40	7/8/2016 14:24:41	7/8/2016 14:45:31
7/8/2016	16070308	ST. JOHN TULSA	Emergency	7/8/2016 16:49:00	7/8/2016 16:50:42	7/8/2016 16:54:32	7/8/2016 17:19:27	7/8/2016 17:40:00	7/8/2016 18:10:00
7/8/2016	16070321	SIGNED PATIENT REFUSAL	Emergency	7/8/2016 20:12:45	7/8/2016 20:13:00	7/8/2016 20:17:15			7/8/2016 20:42:39
7/8/2016	16070322	ST. FRANCIS TULSA	Emergency	7/8/2016 20:49:26	7/8/2016 20:49:27	7/8/2016 20:52:36	7/8/2016 21:20:36	7/8/2016 21:50:55	7/8/2016 22:25:15
7/9/2016	16070325	HILLCREST SOUTH	Emergency	7/9/2016 01:25:00	7/9/2016 01:26:00	7/9/2016 01:30:38	7/9/2016 02:12:17	7/9/2016 02:35:32	7/9/2016 03:06:32
7/9/2016	16070332	SIGNED PATIENT REFUSAL	Emergency	7/9/2016 12:56:00	7/9/2016 12:58:11	7/9/2016 13:02:29			7/9/2016 13:24:00
7/9/2016	16070344	ST. FRANCIS TULSA	Emergency	7/9/2016 18:55:00	7/9/2016 18:55:00	7/9/2016 18:56:00	7/9/2016 19:28:56	7/9/2016 19:49:57	7/9/2016 20:07:51
7/9/2016	16070347	ST. FRANCIS TULSA	Emergency	7/9/2016 21:07:42	7/9/2016 21:07:42	7/9/2016 21:10:04	7/9/2016 21:19:20	7/9/2016 21:42:00	7/9/2016 22:10:12
7/10/2016	16070353	ST. JOHN TULSA	Emergency	7/10/2016 06:17:17	7/10/2016 06:18:19	7/10/2016 06:21:38	7/10/2016 06:44:22	7/10/2016 07:05:03	7/10/2016 07:26:50
7/10/2016	16070358	ST. JOHN TULSA	Emergency	7/10/2016 12:33:00	7/10/2016 12:36:03	7/10/2016 12:40:57	7/10/2016 12:57:34	7/10/2016 13:14:38	7/10/2016 13:34:22
7/10/2016	16070360	ST. JOHN TULSA	Emergency	7/10/2016 13:53:00	7/10/2016 13:54:00	7/10/2016 13:57:44	7/10/2016 14:13:40	7/10/2016 14:31:43	7/10/2016 15:02:26
7/10/2016	16070370	CANCELLED BY PD OR OTHER SER...	Emergency	7/10/2016 21:50:53	7/10/2016 21:51:57	7/10/2016 22:00:00			7/10/2016 22:14:55
7/11/2016	16070380	SIGNED PATIENT REFUSAL	Emergency	7/11/2016 06:40:03	7/11/2016 06:44:16	7/11/2016 06:48:04			7/11/2016 07:04:48
7/11/2016	16070381	SIGNED PATIENT REFUSAL	Emergency	7/11/2016 08:02:00	7/11/2016 08:03:00	7/11/2016 08:07:07			7/11/2016 08:12:58
7/11/2016	16070398	OSU MEDICAL CENTER	Emergency	7/11/2016 13:57:00	7/11/2016 13:57:00	7/11/2016 13:59:48	7/11/2016 14:20:15	7/11/2016 14:40:28	7/11/2016 14:56:19
7/11/2016	16070411	CANCELLED BY PD OR OTHER SER...	Emergency	7/11/2016 22:12:00					7/11/2016 22:13:00
7/12/2016	16070419	ST. JOHN TULSA	Emergency	7/12/2016 08:21:07	7/12/2016 08:21:00	7/12/2016 08:22:55	7/12/2016 08:43:16	7/12/2016 09:03:56	7/12/2016 09:18:29
7/12/2016	16070431	HILLCREST SOUTH	Emergency	7/12/2016 13:04:26	7/12/2016 13:05:00	7/12/2016 13:06:44	7/12/2016 13:25:00	7/12/2016 13:35:45	7/12/2016 13:49:35
7/12/2016	16070436	ST. FRANCIS TULSA	Emergency	7/12/2016 15:02:00	7/12/2016 15:03:00	7/12/2016 15:05:00	7/12/2016 15:21:36	7/12/2016 15:42:53	7/12/2016 16:03:05
7/12/2016	16070441	ST. FRANCIS TULSA	Emergency	7/12/2016 17:02:00	7/12/2016 17:03:23	7/12/2016 17:05:00	7/12/2016 17:22:42	7/12/2016 17:46:37	7/12/2016 18:07:17
7/12/2016	16070442	ST. JOHN TULSA	Emergency	7/12/2016 17:37:00	7/12/2016 17:38:00	7/12/2016 17:41:44	7/12/2016 17:55:55	7/12/2016 18:24:43	7/12/2016 18:51:48
7/12/2016	16070446	ST. FRANCIS TULSA	Emergency	7/12/2016 20:30:00	7/12/2016 20:31:00	7/12/2016 20:32:00	7/12/2016 20:42:34	7/12/2016 20:56:02	7/12/2016 21:33:32
7/13/2016	16070465	HILLCREST MEDICAL CENTER	Emergency	7/13/2016 12:42:00	7/13/2016 12:42:00	7/13/2016 12:44:00	7/13/2016 13:23:00	7/13/2016 13:48:22	7/13/2016 14:08:14
7/13/2016	16070482	SIGNED PATIENT REFUSAL	Emergency	7/13/2016 17:40:06	7/13/2016 17:40:57	7/13/2016 17:43:14			7/13/2016 17:47:29
7/14/2016	16070495	HILLCREST SOUTH	Emergency	7/14/2016 03:26:54	7/14/2016 03:27:34	7/14/2016 03:30:51	7/14/2016 03:55:27	7/14/2016 04:17:46	7/14/2016 04:39:00
7/14/2016	16070499	SIGNED PATIENT REFUSAL	Emergency	7/14/2016 05:53:00	7/14/2016 05:54:00	7/14/2016 06:00:15			7/14/2016 06:19:45
7/14/2016	16070503	ST. JOHN TULSA	Emergency	7/14/2016 09:41:47	7/14/2016 09:44:07	7/14/2016 09:47:34	7/14/2016 10:02:14	7/14/2016 10:25:55	7/14/2016 10:45:50
7/14/2016	16070514	SIGNED PATIENT REFUSAL	Emergency	7/14/2016 13:17:07	7/14/2016 13:18:03	7/14/2016 13:20:13			7/14/2016 13:30:06
7/14/2016	16070516	SIGNED PATIENT REFUSAL	Emergency	7/14/2016 13:17:00	7/14/2016 13:18:00	7/14/2016 13:20:00			7/14/2016 13:30:07
7/14/2016	16070517	SIGNED PATIENT REFUSAL	Emergency	7/14/2016 13:17:00	7/14/2016 13:18:00	7/14/2016 13:20:00			7/14/2016 13:30:08
7/14/2016	16070515	SIGNED PATIENT REFUSAL	Emergency	7/14/2016 13:17:00	7/14/2016 13:18:00	7/14/2016 13:20:00			7/14/2016 13:30:09
7/14/2016	16070526	SIGNED PATIENT REFUSAL	Emergency	7/14/2016 15:59:57	7/14/2016 16:01:10	7/14/2016 16:05:10			7/14/2016 16:26:12
7/14/2016	16070527	SIGNED PATIENT REFUSAL	Emergency	7/14/2016 16:19:00	7/14/2016 16:21:41	7/14/2016 16:24:59			7/14/2016 18:01:48
7/14/2016	16070534	SCENE STANDBY	Emergency	7/14/2016 18:57:51	7/14/2016 18:57:52	7/14/2016 19:03:17			7/14/2016 19:13:58
7/14/2016	16070536	HILLCREST SOUTH	Emergency	7/14/2016 20:01:00	7/14/2016 20:01:00	7/14/2016 20:03:00	7/14/2016 20:12:37	7/14/2016 20:28:18	7/14/2016 21:04:02
7/15/2016	16070542	HILLCREST SOUTH	Emergency	7/15/2016 05:15:48	7/15/2016 05:17:00	7/15/2016 05:21:07	7/15/2016 05:33:58	7/15/2016 05:51:37	7/15/2016 06:05:17
7/15/2016	16070564	ST. JOHN TULSA	Emergency	7/15/2016 13:40:00	7/15/2016 13:40:00	7/15/2016 13:45:20	7/15/2016 14:12:00	7/15/2016 14:40:52	7/15/2016 15:13:55
7/15/2016	16070567	ST. JOHN TULSA	Emergency	7/15/2016 13:40:00	7/15/2016 13:40:00	7/15/2016 13:45:00	7/15/2016 14:12:00	7/15/2016 14:40:53	7/15/2016 15:13:57
7/15/2016	16070568	ST. JOHN TULSA	Emergency	7/15/2016 13:40:00	7/15/2016 13:40:00	7/15/2016 13:45:00	7/15/2016 14:12:00	7/15/2016 14:40:55	7/15/2016 15:13:58
7/15/2016	16070569	NO PATIENT FOUND	MUTUAL AID RECIEVED (R...	7/15/2016 14:20:00					7/15/2016 14:20:00

Data

Call Date	CallNumber	Destination	Call Priority	Dispatched	ErScene	ArScene	ErDest	ArDest	ClearDest
7/15/2016	16070577	ST. FRANCIS TULSA	Emergency	7/15/2016 16:41:00	7/15/2016 16:42:00	7/15/2016 16:49:00	7/15/2016 17:18:31	7/15/2016 17:45:04	7/15/2016 18:08:40
7/15/2016	16070584	HILLCREST MEDICAL CENTER	Emergency	7/15/2016 20:09:00	7/15/2016 20:09:00	7/15/2016 20:12:44	7/15/2016 20:40:02	7/15/2016 21:11:24	7/15/2016 21:42:17
7/16/2016	16070590	SIGNED PATIENT REFUSAL	Emergency	7/16/2016 06:24:00	7/16/2016 06:26:00	7/16/2016 06:31:30			7/16/2016 06:59:41
7/16/2016	16070593	SIGNED PATIENT REFUSAL	Emergency	7/15/2016 13:40:00	7/15/2016 13:45:00	7/15/2016 13:45:08			7/15/2016 14:12:10
7/16/2016	16070603	ST. FRANCIS TULSA	Emergency	7/16/2016 15:07:00	7/16/2016 15:07:00	7/16/2016 15:12:00	7/16/2016 15:41:08	7/16/2016 16:05:02	7/16/2016 16:41:48
7/16/2016	16070606	SIGNED PATIENT REFUSAL	Emergency	7/16/2016 17:18:00	7/16/2016 17:18:00	7/16/2016 17:25:00			7/16/2016 18:22:17
7/17/2016	16070617	CANCELLED BY PD OR OTHER SER...	Emergency	7/17/2016 02:35:06	7/17/2016 02:35:24	7/17/2016 02:40:08			7/17/2016 02:44:58
7/17/2016	16070621	ST. FRANCIS TULSA	Emergency	7/17/2016 10:44:00	7/17/2016 10:44:00	7/17/2016 10:48:43	7/17/2016 11:04:20	7/17/2016 11:25:33	7/17/2016 11:47:53
7/17/2016	16070623	SIGNED PATIENT REFUSAL	Emergency	7/17/2016 15:04:07	7/17/2016 15:04:21	7/17/2016 15:07:33			7/17/2016 15:30:12
7/17/2016	16070624	HILLCREST SOUTH	Emergency						
7/17/2016	16070626	ST. FRANCIS SOUTH	Emergency	7/17/2016 16:30:33	7/17/2016 16:30:00	7/17/2016 16:36:01	7/17/2016 16:56:09	7/17/2016 17:16:13	7/17/2016 17:33:00
7/17/2016	16070633	ST. JOHN TULSA	Emergency	7/17/2016 19:33:00	7/17/2016 19:33:00	7/17/2016 19:36:00	7/17/2016 19:49:47	7/17/2016 20:10:55	7/17/2016 20:25:00
7/18/2016	16070645	SIGNED PATIENT REFUSAL	Emergency	7/18/2016 09:37:00	7/18/2016 09:38:00	7/18/2016 09:41:37			7/18/2016 10:02:02
7/18/2016	16070647	ST. JOHN TULSA	Emergency	7/18/2016 10:04:00	7/18/2016 10:04:00	7/18/2016 10:06:00	7/18/2016 10:23:32	7/18/2016 10:42:30	7/18/2016 11:01:48
7/18/2016	16070654	SIGNED PATIENT REFUSAL	Emergency	7/18/2016 12:07:00	7/18/2016 12:08:00	7/18/2016 12:12:53			7/18/2016 12:46:35
7/18/2016	16070673	SIGNED PATIENT REFUSAL	Emergency	7/18/2016 16:51:00	7/18/2016 16:51:00	7/18/2016 16:56:19			7/18/2016 17:19:14
7/18/2016	16070681	ST. FRANCIS SOUTH	Emergency	7/18/2016 22:20:00	7/18/2016 22:20:00	7/18/2016 22:22:36	7/18/2016 22:33:00	7/18/2016 22:51:17	7/18/2016 23:52:22
7/19/2016	16070686	SIGNED PATIENT REFUSAL	Emergency	7/19/2016 04:20:01	7/19/2016 04:20:02	7/19/2016 04:22:00			7/19/2016 05:39:54
7/19/2016	16070688	ST. JOHN TULSA	Emergency	7/19/2016 04:20:00	7/19/2016 04:20:00	7/19/2016 04:22:00	7/19/2016 05:00:00	7/19/2016 05:19:00	7/19/2016 05:39:00
7/20/2016	16070720	HILLCREST SOUTH	Emergency	7/20/2016 23:59:00	7/20/2016	7/20/2016 00:04:12	7/20/2016 00:27:07	7/20/2016 00:41:59	7/20/2016 01:13:01
7/20/2016	16070725	NO PATIENT FOUND	Emergency	7/20/2016 09:35:52	7/20/2016 09:36:40	7/20/2016 09:38:05			7/20/2016 09:43:08
7/20/2016	16070744	NO PATIENT FOUND	Emergency	7/20/2016 17:21:00	7/20/2016 17:21:00	7/20/2016 17:25:27			7/20/2016 17:26:50
7/20/2016	16070745	SIGNED PATIENT REFUSAL	Emergency	7/20/2016 17:36:00	7/20/2016 17:37:49	7/20/2016 17:39:51			7/20/2016 17:49:23
7/21/2016	16070757	CANCELLED ENROUTE	Emergency	7/21/2016 07:25:00	7/21/2016 07:28:05	7/21/2016 07:31:51			7/21/2016 07:33:00
7/21/2016	16070777	HILLCREST SOUTH	Emergency	7/21/2016 16:05:59	7/21/2016 16:05:59	7/21/2016 16:08:34	7/21/2016 16:31:32	7/21/2016 16:52:56	7/21/2016 17:07:57
7/22/2016	16070786	OSU MEDICAL CENTER	Emergency	7/22/2016 00:37:58	7/22/2016 00:37:59	7/22/2016 00:41:21	7/22/2016 00:52:37	7/22/2016 01:11:11	7/22/2016 01:23:51
7/22/2016	16070789	NO PATIENT FOUND	Emergency	7/22/2016 04:42:21	7/22/2016 04:44:00	7/22/2016 04:47:51			7/22/2016 04:52:15
7/22/2016	16070797	OSU MEDICAL CENTER	Emergency	7/22/2016 10:55:00	7/22/2016 10:57:28	7/22/2016 10:58:26	7/22/2016 11:10:59	7/22/2016 11:29:06	7/22/2016 11:45:17
7/22/2016	16070818	ST. FRANCIS TULSA	Emergency	7/22/2016 16:08:00	7/22/2016 16:08:00	7/22/2016 16:15:00	7/22/2016 16:43:58	7/22/2016 17:10:08	7/22/2016 17:40:38
7/22/2016	16070829	CANCELLED BY PD OR OTHER SER...	Emergency	7/22/2016 22:42:27	7/22/2016 20:45:00				7/22/2016 22:49:40
7/23/2016	16070832	ST. JOHN TULSA	Emergency	7/23/2016 06:32:00	7/23/2016 06:33:32	7/23/2016 06:36:57	7/23/2016 06:59:25	7/23/2016 07:18:43	7/23/2016 07:46:06
7/23/2016	16070845	ST. FRANCIS SOUTH	Emergency	7/23/2016 17:47:00	7/23/2016 17:47:00	7/23/2016 17:51:08	7/23/2016 18:08:51	7/23/2016 18:28:44	7/23/2016 19:07:15
7/23/2016	16070847	HILLCREST SOUTH	Emergency	7/23/2016 18:31:00	7/23/2016 18:32:00	7/23/2016 18:37:00	7/23/2016 18:59:00	7/23/2016 19:18:09	7/23/2016 19:35:04
7/23/2016	16070848	CANCELLED ENROUTE	MUTUAL AID RECIEVED (R...	7/23/2016 18:41:00	7/23/2016 18:41:00				7/23/2016 18:55:00
7/23/2016	16070849	SIGNED PATIENT REFUSAL	Emergency	7/23/2016 20:57:00	7/23/2016 20:58:00	7/23/2016 21:01:48			7/23/2016 21:20:17
7/24/2016	16070863	HILLCREST MEDICAL CENTER	Emergency	7/24/2016 12:19:00	7/24/2016 12:21:09	7/24/2016 12:21:31	7/24/2016 12:48:16	7/24/2016 13:16:06	7/24/2016 13:34:51
7/24/2016	16070871	ST. FRANCIS TULSA	Emergency	7/24/2016 16:01:45	7/24/2016 16:03:43	7/24/2016 16:05:43	7/24/2016 16:20:09	7/24/2016 16:42:24	7/24/2016 17:16:40
7/25/2016	16070911	ST. FRANCIS TULSA	Emergency	7/25/2016 21:17:00	7/25/2016 21:18:07	7/25/2016 21:22:20	7/25/2016 21:35:40	7/25/2016 22:03:27	7/25/2016 22:24:17
7/26/2016	16070921	SIGNED PATIENT REFUSAL	Emergency	7/26/2016 08:16:49	7/26/2016 08:17:57	7/26/2016 08:24:02			7/26/2016 08:34:10
7/26/2016	16070922	SIGNED PATIENT REFUSAL	Emergency	7/26/2016 08:16:00	7/26/2016 08:17:00	7/26/2016 08:24:00			7/26/2016 08:34:11
7/26/2016	16070943	HILLCREST MEDICAL CENTER	Emergency	7/26/2016 14:58:00	7/26/2016 14:58:00	7/26/2016 14:59:41	7/26/2016 15:34:19	7/26/2016 15:58:34	7/26/2016 16:46:31
7/26/2016	16070951	ST. JOHN TULSA	Emergency	7/26/2016 17:09:05	7/26/2016 17:09:05	7/26/2016 17:11:53	7/26/2016 17:30:00	7/26/2016 17:49:56	7/26/2016 18:19:31
7/26/2016	16070953	OSU MEDICAL CENTER	Emergency	7/26/2016 18:02:00	7/26/2016 18:02:00	7/26/2016 18:04:53	7/26/2016 18:19:10	7/26/2016 18:33:26	7/26/2016 18:49:28

Data

Call Date	CallNumber	Destination	Call Priority	Dispatched	ErScene	ArScene	ErDest	ArDest	ClearDest
7/26/2016	16070958	ST. JOHN TULSA	Emergency	7/26/2016 23:38:37	7/26/2016 23:39:36	7/26/2016 23:44:53	7/26/2016 23:53:56	7/27/2016 00:12:56	7/27/2016 00:34:57
7/27/2016	16070961	ST. FRANCIS TULSA	Emergency	7/27/2016 07:07:00	7/27/2016 07:08:00	7/27/2016 07:14:02	7/27/2016 07:30:27	7/27/2016 07:46:17	7/27/2016 07:59:40
7/27/2016	16070979	ST. JOHN TULSA	Emergency	7/27/2016 15:32:00	7/27/2016 15:32:00	7/27/2016 15:35:28	7/27/2016 15:57:54	7/27/2016 16:19:43	7/27/2016 16:35:26
7/27/2016	16070987	ST. FRANCIS TULSA	Emergency	7/27/2016 17:49:00	7/27/2016 17:49:00	7/27/2016 17:54:55	7/27/2016 18:09:45	7/27/2016 18:40:30	7/27/2016 18:57:21
7/27/2016	16070989	ST. FRANCIS TULSA	Emergency	7/27/2016 19:21:00	7/27/2016 19:21:00	7/27/2016 19:26:00	7/27/2016 19:48:40	7/27/2016 20:08:03	7/27/2016 20:21:18
7/27/2016	16070992	HILLCREST MEDICAL CENTER	Emergency	7/27/2016 22:26:00	7/27/2016 22:28:40	7/27/2016 22:33:03	7/27/2016 22:48:07	7/27/2016 23:07:18	7/27/2016 23:34:29
7/27/2016	16070993	ST. FRANCIS SOUTH	Emergency	7/27/2016 22:58:00	7/27/2016 22:58:00	7/27/2016 23:04:00	7/27/2016 23:39:35	7/27/2016 23:51:40	7/28/2016 00:09:38

☒ (Call type = ST. GLENPOOL)

MINUTES
GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
Regular Meeting
July 5, 2016

The Regular Meeting of the Glenpool Area Emergency Medical Service District was held at Council Chambers, Glenpool City Hall. Trustees present: Tim Fox, Chairman; Momodou Ceesay, Vice Chairman; Patricia Agee and Brandon Kearns.

Staff present: Lowell Peterson, District Legal Counsel; Susan White, District Administrator, Clerk/Secretary; and Julie Casteen, District Treasurer. Roger Kolman, City Manager, was also present.

- A) **Chairman Fox called the meeting to order at 10:04 p.m.**
- B) **Secretary White called the roll and Chairman Fox declared a quorum present.**
- C) **District Administrator Report - Susan White, District Administrator**
- Ms. White updated the Board on the progress of the audit for FY 13-14, and FY 14-15.
 - She offered projected year-end budget balances for fiscal year ending June 30, 2016.
- D) **EMS Report - Brian Cook, Director of Operations, Mercy Regional EMS**
- Brett Copple, Manager presented the report for June activities. Mercy responded to 105 emergency calls for the month. Crews maintained 97% response time compliance.
- E) **Scheduled Business**
- 1) **Discussion and possible action to approve minutes from June 6, and June 14, 2016 meetings.**
MOTION: Trustee Agee moved, second by Trustee Kearns to approve minutes as presented.
FOR: Vice Chairman Ceesay; Chairman Fox; Trustee Agee; Trustee Kearns
AGAINST: None
Motion Carried
- 2) **Discussion and possible action to recommend to the Tulsa County Commission the appointment of Jacqueline Triplett-Lund to GEMS District Board.**
MOTION: Vice Chairman Ceesay moved, second by Trustee Kearns to recommend to Tulsa County Commission the appointment of Jacqueline Triplett-Lund.
FOR: Chairman Fox; Trustee Agee; Trustee Kearns; Vice Chairman Ceesay
AGAINST: None
Motion Carried
- F) **Adjournment.**
- There being no further business, the meeting was adjourned at 10:12 p.m.

Date

ATTEST:

Clerk/Secretary

Chairman