

MINUTES
Wednesday, January 27, 2021

I. Call to Order

The Tulsa County Criminal Justice Authority (TCCJA) met at the hour of 8:30 a.m. with the following members present: Commissioners Stan Sallee and Karen Keith, Mayors Craig Thurmond, and James Spoon, and Vice-Mayor Momodou Ceesay. Other attendees included: Chief Deputies Michael Craddock and Vicki Adams; Aaron Wiedman representing the Tulsa County Clerk's Office; Sheriff Regalado and Major Eric Kitch representing the Sheriff's Office's; Sherri Carrier representing Court Services; and Sherry Langston, Recording Secretary.

II. Announcement of TCCJA Chairman for Calendar Year 2021

A. Commissioner Karen Keith, Chairman of TCCJA for 2021

Commissioner Sallee opened the meeting introducing Commissioner Karen Keith as the Chairman of the Tulsa County Criminal Justice Authority for 2021.

Motion made by Momodou Ceesay, seconded by James Spoon, to approve Commissioner Karen Keith as Chairman of the Tulsa County Criminal Justice Authority for 2021.

Upon roll call, Yes - Craig Thurmond, Karen Keith, Momodou Ceesay, James Spoon, and Stan Sallee. No - None. Abstain - None. Motion carried.

III. Nomination and Election of Officers for Calendar Year 2021

A. Vice-Chairman of TCCJA for 2021

Motion made by Stan Sallee, seconded by James Spoon, to elect Trustee Craig Thurmond as Vice-Chairman of the Tulsa County Criminal Justice Authority for calendar year 2021.

Upon roll call, Yes - Craig Thurmond, James Spoon, Karen Keith, Momodou Ceesay, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Secretary of TCCJA for 2021

Motion made by Momodou Ceesay, seconded by Stan Sallee, to elect Trustee James Spoon as the Secretary of the Tulsa County Criminal Justice Authority for calendar year 2021.

Upon roll call, Yes - Craig Thurmond, James Spoon, Karen Keith, Momodou Ceesay, Stan Sallee. No - None. Abstain - None. Motion carried.

IV. Consider and Vote on Minutes

A. Minutes of Meeting - December 23, 2020

Motion made by James Spoon, seconded by Craig Thurmond, to approve the minutes of December 23, 2020.

Upon roll call, Yes - Craig Thurmond, James Spoon, Karen Keith, Momodou Ceesay, Stan Sallee. No - None. Abstain - None. Motion carried.

V. Reports, Recommendations and Possible Action

A. Budget Office Report - Aaron Wiedman

The Budget Office provided written reports which were reviewed by Aaron Wiedman.

1. Claims (Purchase Orders / Payroll)

The Budget Office requested approval for Claims (Purchase Orders and Payroll) in the amount of \$2,423,896.59.

2. Appropriations

The Budget Office requested approval for Appropriations in the amount of \$2,343,983.33.

3. Interfund Transfers

There were no requests for Interfund Transfers.

4. Intrafund Transfers

There were no requests for Intrafund Transfers.

Motion made by Stan Sallee, seconded by Craig Thurmond, to accept and file the Tulsa County Budget Office Report dated January 27, 2021.

Upon roll call, Yes - Craig Thurmond, James Spoon, Karen Keith, Momodou Ceesay, Stan Sallee. No - None. Abstain - None. Motion carried.

5. Report on Budgets, Revenues and Expenditures

Wiedman explained December held steady as it has for the first part of fiscal year 2021 and the end of fiscal year 2021. Sales tax revenues for CJA Fund 4050 do not reflect a great month for sales tax receipts, but it is not horrible; December actuals reflect \$2,340,412 was collected in sales tax revenues and staying around \$2.4 million per month would be great and would not be too damaging. At this time of the year the budget is expected to be at 50% revenue collected and it is at 49.02% with expenses at 36.12% of projections. The Sheriff's Office has been diligent in keeping expenses down which have helped immensely. County Contribution Fund 2320 reflects the U.S. Marshalls' contract and Use Taxes are strong, total revenues year to date are \$4,422,602 in revenues and \$3,956,806 in expenses. Commissary Fund 2395 reflects a better month with year to date actuals of \$1,080,573 in revenue and \$614,834 in expenses. The Combining Statement for Jail Related Funds depict the year to date totals broken out with revenues of \$19,964,564.06 and expenses of \$18,340,108.88; expenses are being covered. Combining Statement with Detail reflects the total revenue at 50% collected and expenses are 47% of projected. Sales Tax Receipts reflect they are down by 2.6% year over year and up by .09% year over two years. As long as the sales tax receipts remain at \$2.4 million in collections, the account will be alright.

B. Sheriff's Report – Sheriff Regalado / Major Eric Kitch

The Sheriff's Office provided a written report. Major Kitch explained one pod is on lock down due COVID-19 quarantine; there are no positive cases but three of six inmates are symptomatic, therefore, it was decided to close the pod as a precaution. The jail is operational in spite of being at minimum staffing levels, partners are happy, and Court Services have been a big help with problematic inmates. Sheriff Regalado noted that Major Kitch has done an outstanding job at the jail and has agreed to become the Jail Administrator for the David L. Moss Criminal Justice Center; he is being promoted to Deputy Chief on February 1, 2021. Kitch explained Mr. Holt, Conley Group, completed some testing of the jail roof; the results are that some of the materials can be reused bringing the bid to repair the roof down to approximately \$5-7 million (the original bid was \$12 million) and there maybe other options that could help to lower repair costs. The test reflected the underlay is still intact and this will allow more contractors to submit repair bids. In response to Sallee's question about the material of the underlay, Kitch explained it is called *Lightweight*; he explained he does not know what that means but is still in good shape. Kitch explained something similar could be used or they may use something else with a longer warranty.

C. Report and Update – Court Services/Tulsa County Criminal Justice Planning and Policy Council - Sherri Carrier

Court Services provided a written report. Sherri Carrier explained the department is busy and has been working on a restructuring plan to staff the jail every day for the bond docket. The plan is to talk to everyone who is brought into the jail at intake which is a huge shift for the department; everything has been vetted with Human Resources and it will add numbers to our budget. The belief is this will be a better process. In

response to Sallee's question concerning the process being implemented in other areas throughout Oklahoma or other jails, Carrier explained it is but some of the other counties are not attempting to do as much as Tulsa County is. Carrier explained other counties are beginning to get onboard and doing away with cash bail throughout the nation. In response to Ceesay's question concerning being released out of jail without cash bail, Carrier explained people do not understand the process, either a person is held in jail or are released on some type of bond which involves cash; but she explained she believes the direction is either be held in jail or released to a supervision program.

D. Sales Tax Overview Committee –Dan Witham

Dan Witham was unable to attend the meeting.

E. Amended Calendar of Meetings 2021

Chairman Keith asked the Trustees if the amended calendar will accommodate their calendars with the dates of November and December meeting dates being moved up one week. Keith asked that directions be provided for parking.

Motion made by James Spoon, seconded by Momodou Ceesay, to approve the Amended Calendar of Meeting 2021 as presented.

Upon roll call, Yes - Craig Thurmond, James Spoon, Karen Keith, Momodou Ceesay, Stan Sallee. No - None. Abstain - None. Motion carried.

VI. Chairman's Report

None.

VII. New Business

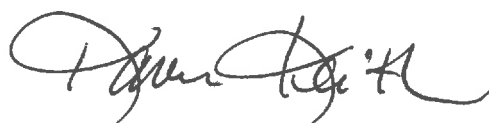
In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

None.

VIII. Vote to Adjourn

Motion made by Stan Sallee, seconded by Momodou Ceesay, to adjourn the meeting at 9:05 a.m..

Upon roll call, Yes - Craig Thurmond, James Spoon, Karen Keith, Momodou Ceesay, Stan Sallee. No - None. Abstain - None. Motion carried.



Chairman Karen Keith
Tulsa County Criminal Justice Authority

ATTEST:



Secretary James Spoon
Tulsa County Criminal Justice Authority

