

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on April 22, 2021 at 1:33 p.m.)

MINUTES
Wednesday, April 28, 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, Karen Keith and Ron Peters; Mayors Larry Shafer and James Spoon. Other attendees included: Chief Deputy Vicki Adams; Michael Willis and Aaron Wiedman representing the County Clerk's Office; Sheriff Regalado, Chief Deputy Eric Kitch, and Christina Morrison representing the Sheriff's Office; Sherri Carrier representing Court Services; Dan Pease representing the IT Department; James Orbison, TCCJA Legal Counsel; and Sherry Langston, Recording Secretary.

Michael Willis, County Clerk, administered the Oath of Office to Mayor Larry Shafer, City of Collinsville, who replaced Mayor Thurmond as a Trustee for the Authority.

II. Nomination and Election of Officers for Remaining Calendar Year 2021

A. Vice-Chairman of TCCJA for the Remainder of 2021

Keith explained the need to vote for a new Vice-Chairman for the Authority for the remainder of 2021 due to the resignation of Mayor Thurmond. Trustee Sallee nominated Trustee Peters as Vice-Chairman. Motion made by Stan Sallee, seconded by James Spoon, to approve Trustee Ron Peters as Vice-Chairman for the remainder of Calendar Year 2021.

Upon roll call, Yes - James Spoon, Karen Keith, Ron Peters, Stan Sallee, Larry Shafer. No - None. Abstain - None. Motion carried.

III. Consider and Vote on Minutes

A. Minutes of Meeting - March 24, 2021

Keith called for discussion of the minutes, none ensued.

Motion made by Stan Sallee, seconded by James Spoon, to accept and file the minutes of March 24, 2021. Upon roll call, Yes - James Spoon, Karen Keith, Ron Peters, Stan Sallee, Larry Shafer. No - None. Abstain - None. Motion carried.

IV. Reports, Recommendations and Possible Action

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

A. Budget Office Report

1. Claims (Purchase Orders / Payroll)

The Budget Office requested approval for Claims (Purchase Orders and Payroll) in the amount of \$2,993,002.01.

2. Appropriations

The Budget Office requested approval of Appropriations of \$2,292,725.04.

Motion made by Ron Peters, seconded by James Spoon, to accept and file the Tulsa County Budget Office Report date April 28, 2021.

Upon roll call, Yes - James Spoon, Karen Keith, Ron Peters, Stan Sallee, Larry Shafer. No - None. Abstain - None. Motion carried.

3. Report on Budgets, Revenues and Expenditures

Wiedman explained March was a mixed month. During the month of March, sales tax revenue collections were \$2,290,300, 73.77 % of projected; the expenses for the month were \$2,993,002, 56.77% of projected. The Sheriff's Office is doing a good job keeping expenses to a minimal. Peters summarized the sales tax revenues for Trustee Shafer and Wiedman explained the expense ranking and which fund pays for each expense category. County Contribution Fund 2320 reflects the use tax revenue is a strong revenue source. In response to Peters' question concerning the Department of Correction (DOC) prisoners' length of stay, Chief Deputy Kitch explained he did not know the reason why DOC is leaving their prisoners in the county jail longer; but he did say DOC has only cancelled two trips since he has been the Jail Administrator. Wiedman noted the U.S. Marshalls revenue stream is strong and so is the Other Inmates (mainly tribal inmates) revenue collections. The Use Tax revenue stream is over-budget in spite of the allotment that is being diverted to the Tulsa County Public Facilities Authority. Commissary Fund 2395 revenue was \$278,208 reflecting a good month and the expectation is the revenue stream will be over-budget. Keith gave a brief explanation about this revenue stream and its inception. The Combining Statement for Jail Related Funds March 2021 details all three funds with revenues of \$31,295,61.66, expenses of \$28,097,943.10, and available balance of \$17,068,480.74. The Combining Statement with Detail details the revenue collections at 78% of projected and expenses 72% of projected. March sales tax collections were \$2,290,300, a 6% increase year over year, but 1.5% under budget.

Motion made by Stan Sallee, seconded by Ron Peters, to accept and file the Tulsa County Budget Office, Budget, Revenues and Expenditures Report Month Ending March 31, 2021.

Upon roll call, Yes - James Spoon, Karen Keith, Ron Peters, Stan Sallee, Larry Shafer. No - None. Abstain - None. Motion carried.

B. Sheriff's Report – Sheriff Regalado / Chief Deputy Eric Kitch

The Sheriff's Office submitted a written report. Kitch noted the inmate population today was 1226. There are seven pods not in use due to a shortage of Detention Officer to staff the pods. The department is in need of forty deputies and the Sheriff's Office has utilized many recruiting strategies. There are five prisoners currently in the hospital with previous medical conditions and each prisoner has to have a guard on duty at the hospital 24 hours a day, 7 days a week; due to the type of charges, these inmates cannot be released. Recently, two arrestees tested positive for COVID-19 in the intake pod; they are in the jail's medical department to be quarantined. Sheriff Regalado explained some of the reasons it is hard to recruit is because the potential employee cannot pass a drug test, no one wants to work in the law enforcement field, and they want more pay. In response to Keith's question concerning using private guards for hospital duty, Regalado explained he does not know where that bill is in the legislative process. He also noted enrolling a person into CLEET training is difficult now because they are allowing only three deputies at one time and you have to give CLEET six months' notice that the employee is participating. The department is researching the viability of running a CLEET academy with Tulsa Technology Center; this is difficult because the department would have to pull deputies out of the shift rotation to be instructors. Shafer explained, and Regalado agreed, this has been a down-hill slope over the last couple of years.

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

Court Services submitted a written report. Sherri Carrier explained what services the department provides to its clients and what they do to help the inmates at the county jail. Carrier explained it has been very difficult to run a 24-hour operation at the jail and has asked for two additional staff members in the County's general budget. If approved, this would allow for more inmates to be released through the bond docket process. Carrier explained the changes in the department's reporting format and noted the numbers have almost tripled. The absconder rate is at 70% successful. Due to COVID-19, the Judges are more willing to let the inmates come in for new court dates to avoid additional warrants and fees. Carrier explained the bond docket process and that it is better to get inmates out of the jail on the front end. Carrier explained the background check process.

V. Chairman's Report

None.

VI. 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.

VII. Vote to Adjourn

Motion made by Ron Peters, seconded by James Spoon, to adjourn the meeting at 9:00 a.m.

Upon roll call, Yes - James Spoon, Karen Keith, Ron Peters, Stan Sallee, Larry Shafer. No - None. Abstain - None. Motion carried.

Chairman Karen Keith
Tulsa County Criminal Justice Authority

ATTEST:

Secretary James Spoon
Tulsa County Criminal Justice Authority