

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on July 16, 2021 at 8:47 a.m.)

MINUTES
Wednesday, July 28, 2021

I. Call to Order

The Tulsa County Criminal Justice Authority met at the hour of 8:30 a.m. in Room 132 of the Tulsa County HQ Building, 218 West 6th Street, Tulsa, OK with the following members present: Commissioners Stan Sallee and Ron Peters; Mayors Cory Box, Brian Guthrie and Larry Shafer. Other attendees included: Chief Deputies Michael Craddock, Keri Fothergill, and Vicki Adams; Aaron Wiedman representing the Tulsa County Clerk's Budget Office; Sheriff Regalado, Undersheriff Brown and Christina Morrison representing the Sheriff's Office; Sherri Carrier representing Court Services; Dan Pease and Alan Vanderburg representing the IT Department; James Orbison, Authority's Attorney; and Sherry Langston, Recording Secretary.

II. Oath of Office

A. Oath of Office - Mayor Cory Box

Michael Willis, County Clerk, administered the Oath of Office to Mayor Cory Box who replaced Trustee James Spoon on the Authority.

III. Nomination and Election for the Office of Secretary for Remaining Calendar Year 2021

Motion made by Larry Shafer, seconded by Brian Guthrie, to nominate Trustee Cory as Secretary of the Tulsa County Criminal Justice Authority for the remainder of 2021.

Upon roll call, Yes - Ron Peters, Stan Sallee, Larry Shafer, Brian Guthrie, Cory Box. No - None. Abstain - None. Motion carried.

IV. Consider and Vote on Minutes

A. Minutes of meeting - June 23, 2021

Vice-Chairman Peters called for a discussion of the minutes, none ensued.

Motion made by Stan Sallee, seconded by Cory Box, to accept and file the minutes of June 23, 2021.

Upon roll call, Yes - Ron Peters, Stan Sallee, Larry Shafer, Brian Guthrie, Cory Box. No - None. Abstain - None. Motion carried.

V. Reports, Recommendations and Possible Action

A. Budget Office Report

Tulsa County Clerk's Budget Office provided written reports that 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 \$2,433,073.95.

2. Appropriations

The Budget Office requested approval of Appropriations in the amount of \$2,772,773.75.

3. Intrafund Transfers

The Budget Office requested approval of funds in the amount of \$1,280.94.

Motion made by Larry Shafer, seconded by Stan Sallee, to accept and file the Tulsa County Budget Office Report dated July 28, 2021 as detailed.

Upon roll call, Yes - Ron Peters, Stan Sallee, Larry Shafer, Brian Guthrie, Cory Box. No - None. Abstain - None. Motion carried.

4. Report on Budgets, Revenues and Expenditures

Wiedman reviewed the report in detail for the trustees. He explained that CJA Fund 4050 reflects the sales tax revenues that are collected supporting the operations of the Tulsa County jail. The total budget revenue was \$29,536,734, 100.12% of projected, and the expenses were \$28,443,259, 74.63% of projected. The total sales tax revenue collected was \$29,499,441, just short of the projected budget by \$559.00. County Contribution Fund 2320 is primarily driven by user revenues, i.e. prisoner housing and transportation, use tax revenues, and miscellaneous fees such as bond fees, ATM fees, etc. Total revenues were \$11,127,140, 129% of projected, and total expenses were \$7,257,032. The commissary is managed by the Sheriff's Office. Commissary Fund 2395 revenues were \$2,656,209, total expenses were \$1,654,195, and encumbrances were \$1,249,778. The commissary's net revenue will not be determined until the August hard close has been completed. The Combining Statement for Jail Related Funds reflects all three funds. Total revenue was \$43,320,083.32, total expenses were \$37,354,486.55 and total available balance was \$18,684,630.18. Combining Statement with Detail reflects total revenue of \$43,320,083, 108% of projected, and total expenses were \$37,354,487, 96% of projected. The sales tax receipts ended on a strong note. Peters provided a summary for the new trustees pertaining to the budget concerns under the previous administration of the jail and the protocol of the current jail administration.

Motion made by Stan Sallee, seconded by Brian Guthrie, to accept and file the Tulsa County Budget Office's Budget, Revenues and Expenditures report dated June 30, 2021.

Upon roll call, Yes - Ron Peters, Stan Sallee, Larry Shafer, Brian Guthrie, Cory Box. No - None. Abstain - None. Motion carried.

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

The Sheriff's Office submitted a written report. Sheriff Regalado noted the inmate count as of July 28, 2021 was 1,304 inmates. There are 14 COVID-19 positive cases among the inmates causing approximately 7 pods to be quarantined and there are 6 positive cases among the staff. The courts, District Attorney's Office, and the Public Defender's Office have been notified about the positive cases. Corbin Brewster, Public Defender's Office, is stopping in-person visits until the numbers go down. COVID protocols are in-place and have been effective in the past; due to the reduced staffing levels, this could create a problem if additional pods are closed. In response to Peters' question concerning the cases, Regalado explained some of the cases were caught at intake but some of the cases were from inmates already in the jail. Regalado explained no one is in dire straits but feels this will be a way of life going forward and how the jail continues to deal with it will be the determining factor. If there was a full complement of personnel, this spike would not be a problem. In response to Sallee's request for a briefing on the current employment numbers, Regalado explained it is too early to hear back from July 27th's job fair. In regards to the current jail staff, the optimum number to have is 300 employees, though 250 employees are workable. Currently, there are 175 employees on the jail staff. There were multiple law enforcement agencies at the job fair and it was well advertised in the media. Sallee noted that Tulsa County is not alone in the struggle for new employees with Regalado confirming that is the case throughout the state of Oklahoma and across the country. Regalado said the department has a decrease in deputies too. In response to Peters' question to the Mayors concerning how their law enforcement department's staffing levels are faring, Shafer and Box noted their departments are fine; Box explained there may be a slight retention problem because officers are chasing bigger dollars.

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

Court Services submitted a written report. Sherri Carrier noted the department is in need of hiring three to four personnel for the bond docket which operates 24 hours a day, 7 days a week. Carrier explained the urine analysis (UA) tests are still rising and the department continues to follow COVID-19 protocol. Carrier explained a new report is being developed reflecting the work completed by the Crew Chiefs when there are no

available community service workers to work on the various county-wide projects. The community service workers mainly work in Districts 1 and 2. At Peters' request, Carrier explained her department's prime activities and services. Those consist of pre-trial release at the jail; participation in the bond docket process; bail hearing assistance including assessments, investigation and background services; indigent UA testing; participation in special programs; assistance in alternative courts such as drug court, DUI (driving under the influence) court, veteran's court, mental health court, and Women in Recovery; working with the Women's Justice Team; assisting in presentencing that will aid taxpayer savings in the jail; performing community service in all three districts; performing special projects for the cities at their request; and anything that is court related is handled by Court Services that is all pre-sentencing, not post-sentencing.

D. Sales Tax Overview Committee – Dr. Donald Tyler

Dr. Tyler explained to the new trustees that he is a member of the committee, Tulsa County Criminal Justice Authority Sales Tax Overview, that oversees and reviews sales tax revenue that supports the operation of the David L. Moss Criminal Justice Center. The committee meets once a quarter and he noted this job is made easier by the Sheriff and the jail staff.

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 Cory Box, seconded by Larry Shafer, to adjourn the meeting at 8:53 a.m.

Upon roll call, Yes - Ron Peters, Stan Sallee, Larry Shafer, Brian Guthrie, Cory Box. No - None. Abstain - None. Motion carried.



Chairman Karen Keith
Tulsa County Criminal Justice Authority

ATTEST:



Secretary Cory Box
Tulsa County Criminal Justice Authority

