

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on December 9, 2021 at 4:40 p.m.)

MINUTES

Wednesday, December 15, 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 Saltee, Karen Keith, and Ron Peters; and Mayors Cory Box, Brian Guthrie and Larry Shafer. Other attendees included: Chief Deputies Michael Craddock and Vicki Adams; Aaron Wiedman representing the Tulsa County Clerk's Budget Office; Chief Deputy Eric Kitch, Trey O'Neal, Christina Morrison and Tamara Stanley representing the Sheriff's Office; Sherri Carrier representing Court Services; Devin Egan representing Communications; Dan Pease and Alan Vanderburg representing the IT Department; and Sherry Langston, Recording Secretary.

II. Consider and Vote on Minutes

A. Minutes of meeting - November 10, 2021

Chairman Keith called for a discussion of the minutes, none ensued.

Motion made by Ron Peters, seconded by Cory Box, to accept and file minutes of November 10, 2021. Upon roll call, Yes - Karen Keith, Ron Peters, Stan Saltee, Larry Shafer, Brian Guthrie, Cory Box. No - None. Abstain - None. Motion carried.

III. Reports, Recommendations and Possible Action

A. Budget Office Report

The Tulsa County Clerk's Budget Office provided written reports that were reviewed by Aaron Wiedman.

1. Claims (Purchase Orders / Payroll)

Aaron Wiedman explained to the Trustees the reason the monthly Appropriation journals were not completed in Munis to cover payroll was due to the implementation of Workday.

The Budget Office requested Claims (Purchase Orders and Payroll) in the amount of \$3,443,859.83.

2. Appropriations

The Budget Office requested approval for Appropriations in the amount of \$2,814,551.49.

3. Intrafund Transfers

The Budget Office requested approval for Intrafund Transfers in the amount of \$2,200.00.

4. Report on Budgets, Revenues and Expenditures

Wiedman explained that CJA Fund 4050 reflects sales tax revenue of \$2,716,938, 49% of projected, total revenues of \$2,719,084, 49% of projected, and total expenses of \$3,443,860, 33% of projected. He noted he does not expect sales tax collections to decrease for the upcoming three months. County Contribution Fund 2320 reflects strong revenue sources from the US Marshall's Contract, Other Inmates (mainly Creek Nation), Bond Release Fees and the revenues from Use Taxes; total November revenues were \$1,389,071, 61% of projected, and total expenses of \$779,826. In response to Peters' question pertaining to a possible increase in the City of Tulsa's (City) inmates, Chief Deputy Kitch explained the county jail has only had approximately five inmates from the City in the last two months because they do not want to send their inmates to the county jail. Wiedman explained the City's account has been reactivated and will be included in the upcoming reports. Commissary Fund 2395 reflects November total revenues of \$265,861 and has contributed a total of

\$862,138 towards jail operation costs for fiscal year 2021-2022. Combining Statement for Jail Related Funds reflects total revenues of \$21,548,748.25, total expenses of \$19,576,927.50, and a total available balance of \$18,037,457.89. Combining Statement with Detail reflects year-to-date revenue totals of \$21,548,748, 46% of projected, and total expenses of \$19,576,928, 44% of projected. Sales tax receipts continue to be strong with \$2,716,938 collected for November, 14.3% increase year over year, and 12% year over two years.

Motion made by Brian Guthrie, seconded by Stan Sallee, to accept and file the Tulsa County Budget Office Report dated December 15, 2021.

Upon roll call, Yes - Karen Keith, 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 provided a written report. Chairman Keith thanked Kitch for the jail inspection video which the Commissioners used to conduct their annual jail tour. She explained she was grateful for the responses for the staff encounters as he was recording the video. Kitch noted the inmate jail count today was 1,265 inmates; the population range has been between 1,250 and 1,300. Tribal inmate counts are down from approximately 120 to the lower 90s and there have been very few City inmates at the county jail. An inmate expired after a long illness; he was in the hospital when he expired; he could not be released from the county jail due to being incompetent. The American Correctional Association (ACA) audit has been completed and the department successfully passed; the audit is valid for three years. Peters asked the Trustees if they would like to see the jail inspection video, they agreed; Langston will send the video to them. There has been a spike in COVID-19 cases, 6 inmates and 3 employees have tested positive. In response to Sallee's question pertaining to the reason for the decrease in Tribal inmates, Kitch explained Creek Nation is getting better at doing their operation allowing them to keep their inmates; it has taken a year to get their courts up and running efficiently allowing them to house their prisoners. Trustee Box asked about the jail tour. Keith explained the tour is really helpful, but due to COVID the tours have been suspended.

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 using SmartLink was not as successful as the department hoped it would be because the Clients need more face-to-face and hands-on help to be successful. The bond docket numbers are steady and the department has been able to provide the Judges with the information they need.

The Team Member of the Year will be announced at the department's holiday celebration. At the end of January or the first of February the department is relocating from the basement to the first floor of the Tulsa County Administration Building. The tentative move date is January 31, 2022. The offices are setup in a hub environment giving more assistance to those being released from jail.

IV. Chairman's Report

None. Chairman Keith wished all attendees a merry Christmas and holiday season.

V. 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.

VI. Vote to Adjourn

Motion made by Ron Peters, seconded by Cory Box, to adjourn the meeting at 8:50 a.m.

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



Chairman Stan Sallee
Tulsa County Criminal Justice Authority

ATTEST:



Secretary Cory Box
Tulsa County Criminal Justice Authority

