

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on January 20, 2022 at 11:40 a.m.)

MINUTES
Wednesday, January 26, 2022

I. Call to Order

The Tulsa County Criminal Justice Authority (TCCJA) 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 Karen Keith; and Mayors Brian Guthrie, Larry Shafer and Cory Box. Other attendees included: Interim Commissioner Vicki Adams, Chief Deputies Michael Craddock, Keri Forthergill, and Devin Egan; Aaron Wiedman and Miyuki Dwyer representing the Tulsa County Clerk's Budget Office; Sheriff Regalado, Undersheriff George Brown, Chief Deputy Eric Kitch, Kristi Arnzen, and Tamara Stanley representing the Sheriff's Office; Sherri Carrier representing Court Services; Troy Zickefoose representing the TCCJA Sales Tax Overview Committee; Alan Vanderburg representing the IT Department; and Sherry Langston, Recording Secretary.

II. Announcement of TCCJA Chairman for Calendar Year 2022

A. Commissioner Stan Sallee, Chairman of TCCJA for Calendar Year 2022

Chairman Keith announced Commissioner Sallee would be Chairman of the Tulsa County Criminal Justice Authority for calendar year 2022.

III. Nomination and Election of Officers for Calendar Year 2022

A. Vice-Chairman of TCCJA for Calendar Year 2022

Chairman Sallee called for nominations for the position of Vice-Chairman. Commissioner Keith stated she would serve in that capacity.

Motion made by Larry Shafer, seconded by Cory Box, to approve the nomination of Commissioner Keith as Vice-Chairman for calendar year 2022.

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

B. Secretary of TCCJA for Calendar Year 2022

Sallee called for nominations for the Secretary of the Tulsa County Criminal Justice Authority. Mayor Box volunteered to continue in this role.

Motion made by Brian Guthrie, seconded by Larry Shafer, to approve Mayor Cory Box as Secretary of the Tulsa County Criminal Justice Authority for calendar year 2022.

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

IV. Consider and Vote on Minutes

A. Minutes of meeting - December 15, 2021

Sallee called for a discussion of the minutes, none ensued.

Motion made by Karen Keith, seconded by Cory Box, to accept and file the minutes of December 15, 2021.

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

V. 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. He explained the disclaimer on the monthly reports is due to the implementation of Workday which prevented the completion of the Appropriation journal entries in MUNIS to cover December's payroll.

1. Claims (Purchase Orders / Payroll)

The Budget Office requested Claims (Purchase Orders and Payroll) in the amount of \$2,768,556.44.

2. Appropriations

The Budget Office requested Appropriations in the amount of \$3,282.38.

3. Intrafund Transfers

The Budget Office requested Intrafund Transfers in the amount of \$1.00.

4. Report on Budgets, Revenues and Expenditures

Wiedman explained CJA Fund 4050 continues to reflect strong sales tax collections resulting in total revenues of \$2,766,026, 58.63 % of projected, and total expenses of \$2,768,557, 39.17% of projected. County Contribution Fund 2320 has several strong revenue sources including the U.S. Marshalls Contract, Bond Release Fees, and Use Tax revenues; December's total revenue collections were \$1,284,093, 73% of projected, and total expenses of \$543,003. Commissary Fund 2395 reflects revenues of \$259,024 and expenses of \$161,539 with a total of \$249,620 expended on jail operating expenses year-to-date. Combining Statement for Jail Related Funds reflects revenue totals of \$25,857,786.24, total expenses of \$23,049,615.19 and a total available balance of \$19,142,052.92. Combining Statement with Detail reflects total revenues of \$25,857,78, 55% of projected, and total expenses of \$23,049,615, 52% of projected. Sales Tax Receipts reflect collections of \$2,763,758, 14.9% year over year, and 11.9% year over two years. Wiedman noted he expects this trend to continue for two more periods.

Motion made by Karen Keith, seconded by Cory Box, to accept and file the Tulsa County Budget Office Report dated January 26, 2022 . Upon roll call, Yes - Karen Keith, 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. Chief Deputy Kitch noted the inmate population was 1,314 increasing steadily increased through the holidays. Two quarantine pods were opened due to a spike in COVID-19, with a high of sixty inmates ill. As of today, that number has decreased to twenty-eight inmates who are ill. There is still a COVID-19 spike with the jail employees; as of today, there are thirty employees that are ill. Sheriff Regalado reminded the Trustees the numbers look good due to the lack of personnel. The roof replacement is being bidded again due to a problem with the way the insurance was originally written. The door replacement contract had to be amended to \$46,984 due to the contractor's engineers incorrectly measuring the doors. They left gaps in the wall which will have to be enclosed with sheet metal. In response to Sallee's question concerning hiring levels, Regalado explained there is a class of ten cadets and the department continues to aggressively recruit in various venues. The jail employee attrition rates continue to be high. Kitch explained that usually half of the class does not become employees. In response to Box's question concerning how many additional employees are needed, Regalado noted approximately 150 more employees. In response to Keith's question concerning the ratio of cadets who become employees versus those who do not, Kitch explained during the training the cadets are given the opportunity to work in the pods and discover it is not what they thought it would be and either drop out of the cadet class or do not stay after they become employees.

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 her department is struggling with staffing issues and they are exploring other options such as changing the shifts to 10-hour shifts with three days off and

obtaining a legal opinion on other options possibly bringing in more applicants. Over the past two months, the department has had ten employees out with COVID-19. The City of Tulsa contract to pickup dead animals has been renewed for another six months; this contract is working well and being utilized. In response to Sheriff Regalado's question pertaining to Senate Bill (SB) 1548 prioritizing drug court, Carrier explained she had not reviewed it but thought Public Defender's Office Corey Brewster has reviewed it. Regalado asked the Trustees to review the bill. Carrier explained the numbers for drug court are down because if the client does not want drug treatment, their attorney attempts to honor their request. If the District Attorney does not request the client to attend drug court as part of their program, this affects the numbers of those attending drug court. Many things have been tried to encourage clients to use the specialty courts to receive treatment.

D. Sales Tax Overview Committee – Troy Zickefoose

The Sales Tax Overview Committee provided a written report. Troy Zickefoose reviewed the report with the Trustees highlighting that the sales tax collections have been very good and the need for replacement of two members whose terms have expired.

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 Karen Keith, to adjourn the meeting at 9:00 a.m..

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



Chairman Stan Sallee

Tulsa County Criminal Justice Authority

ATTEST:



Secretary Cory Box *by Karen Keith, VICE CHAIRMAN*
Tulsa County Criminal Justice Authority

