

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on February 17, 2022 at 4:29 p.m.)

MINUTES
Wednesday, February 23, 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, Interim Commissioner Vicki Adams; and Mayors Brian Guthrie and Larry Shafer. Other attendees included: Chief Deputies Michael Craddock and Keri Fothergill; Aaron Wiedman representing the Tulsa County Clerk's Budget Office; Chief Deputy Eric Kitch, Tamara Stanley and Christina Morrison representing the Sheriff's Office; Sherri Carrier representing Court Services; Dan Pease and Alan Vanderburg representing IT Department; and Sherry Langston, Recording Secretary.

II. Consider and Vote on Minutes

A. Minutes of meeting - January 26, 2022

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

Motion made by Karen Keith, seconded by Vicki Adams, to accept and file the minutes of January 26, 2022.

Upon roll call, Yes - Karen Keith, Stan Sallee, Vicki Adams, Larry Shafer, Brian Guthrie. 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. 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 January's payroll.

1. Claims (Purchase Orders / Payroll)

The Budget Office requested Claims (Purchase Orders and Payroll) in the amount of \$3,670,839.45.

2. Appropriations

The Budget Office requested Appropriations in the amount of \$2,765,929.80

3. Report on Budgets, Revenues and Expenditures

Wiedman explained the CJA Fund 4050 reflects the highest collection of sales tax revenue since he has been reporting to the Authority. The sales tax revenue for January 2022 was \$2,934,123, 68.95% of projected, and the total revenue collected was \$2,936,058, 69% of projected; total expenses were \$3,670,838, 47.63% of projected. County Contribution Fund 2320 continues to perform well with Wiedman highlighting the US Marshall's contract at \$477,225, 99% of projected; Other Inmates at \$275,475, 340% of projected; and the .026 use tax at \$56,999, 126% of projected and the .025 use tax at \$278,071, 63% of projected; and monthly total expenses of \$876,944. Commissary Fund 2395 reflects revenue collections of \$217,549 and expenses of \$249,502 with \$103,726 being expended on jail operating expenses. Combining Statement for Jail Related Funds January 2022 reflects total revenues of \$30,421,085.54, total expenses of \$27,846,949.74; and a total available balance of \$19,085,880.93 (if the appropriation journal entries had been completed in Munis this would be higher). Combining Statement with Detail reflects total revenues of \$4,563,298, 65% of projected, and total expenses of \$4,797,335, 63% of projected. Sales Tax Receipts reflect collections of \$2,934,123, 15.4% of projected.

Motion made by Larry Shafer, seconded by Brian Guthrie, to accept and file the Tulsa County Budget Office

Report for February 23, 2022.

Upon roll call, Yes - Karen Keith, Stan Sallee, Vicki Adams, Larry Shafer, Brian Guthrie. 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 reported the inmate population is 1,287 and staying steady. The jail is on the backside of COVID-19 with the inmates down to 3 from a high of 60 and one employee is out. The repair projects are moving forward, door replacements are progressing and the facility lights will be replaced with LED lights. In response to Sallee's question concerning the installation of mental health pod roofs, Kitch explained the roofs were installed in 2015-2016 and these are not being replaced, though he will have Maintenance examine the roofs to verify there are no issues. Sallee asked for an update on staffing levels. Kitch explained they have remained at the same level, attrition has slowed down and everything has been done to add to the staff. There is a good crew at the jail.

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 three new employees have been hired for the jail positions and their working area has been made more functional. The Community Service crew is doing well and receiving support from the courts and Judges for those clients who struggle to pay their fines. Carrier described the department's new space is almost finished and has provided a more friendly work environment for the staff.

IV. Chairman's Report

None.

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 Karen Keith, seconded by Vicki Adams, to adjourn the meeting at 8:45 a.m.

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



Chairman Stan Sallee

Tulsa County Criminal Justice Authority

ATTEST:



Secretary Cory Box

Tulsa County Criminal Justice Authority

