

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on March 21, 2022 at 3:52 p.m.)

MINUTES
Wednesday, March 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, and Interim Commissioner Vicki Adams; and Mayors Cory Box, Brian Guthrie, and Larry Shafer. Other attendees included: Chief Deputy Michael Craddock; Aaron Wiedman and Miyuki Dwyer, Tulsa County Clerk's Office; Sheriff Regalado, Christiana Morrison and Tamara Stanley, Sheriff's Office; Sherrie Carrier, Court Services; Dan Pease and Alan Vanderburg, IT Department; James Orbison, Authority's legal counsel; and Sherry Langston, Recording Secretary.

II. Consider and Vote on Minutes

A. Minutes of meeting - February 23, 2022

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

Motion made by Karen Keith, seconded by Larry Shafer, to accept and file the minutes of February 23, 2022. Upon roll call, Yes - Karen Keith, Stan Sallee, Vicki Adams, 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 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 February payroll.

1. Claims (Purchase Orders / Payroll)

The Budget Office requested Claims (Purchase Orders and Payroll) in the amount of \$4,165,953.78.

2. Appropriations

The Budget Office requested Appropriations in the amount of \$2,936,325.33.

3. Intrafund Transfers

The Budget Office requested Intrafund Transfers in the amount of \$1,100,000.00.

Motion made by Vicki Adams, seconded by Brian Guthrie, to accept and file the Tulsa County Budget Office Report for March 23, 2022.

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

4. Report on Budgets, Revenues and Expenditures

Wiedman explained February was a very strong month. CJA Fund 4050 reflected \$3,011,080 in sales tax revenue was collected, 80% of projected, with total revenues of \$3,013,158, 80% of projected; and expenses of \$4,165,954, 51% of projected. County Contribution Fund 2320 revenues collected reflect the US Marshalls at \$466,875, 113% of projected; Other Inmates at \$269,925, 393% of projected; .026 jail use tax at \$59,047, 149% of projected, and .025 jail use tax at \$297,762, 78% of projected; the total revenues collected were \$1,475,842, 100% of projected, and monthly expenses were \$615,859. Commissary Fund 2395 reflects revenues of \$177,042, expenses of \$325,317, and \$21,233 is being used to supplement jail operating expenses. Combining Statement for Jail Related Funds February 2022 reflects total revenues of \$35,087,090.99, expenses of \$30,244,854.28; and an available balance of \$21,425,751.22 (though not

completely accurate due to all transactions are not in Workday). Combining Statement with Detail reflects total revenue of \$4,666,041 for February, year-to-date totals of \$35,087,091, 75% of projected, and expenses of \$30,244,854, 68% of projected. Sales Tax Receipts reflect \$3,011,080 for the month of February, 15.9% year over year; and 13.2% year over 2 years.

Motion made by Karen Keith, seconded by Cory Box, to accept and file the Budget, Revenues and Expenditures Report for the month ending February 28, 2022.

Upon roll call, Yes - Karen Keith, Stan Sallee, Vicki Adams, 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 population count today is 1,338 with 175 inmates for US Marshalls, 87 inmates for Other Inmates (Tribal), 4 inmates for the FBI, and no inmates for ICE. The Turn Key medical contract has been signed which includes a provision for monitoring devices; the department is anticipating that monitoring medical inmates and mental health pod inmates will result in fewer deaths among those inmates. Their vital signs will be monitored 24 hours a day. The monitoring device will sound an alert as soon as there are any decreases in the inmates' vital signs. The hope is the alert will be quick enough to prevent inmates from successfully committing suicide. The detention officers monitor those inmates every 30 minutes. If this program works as anticipated, the numbers will reflect a drastic decrease in deaths. Tulsa County jail deaths due to suicide are 1-2 suicides a year, well under the national average of 9 to 10 a year. In response to Trustee Guthrie's question on which inmates will be monitored, Regalado explained all medical and mental health inmates will wear the monitoring devices, approximately 110 inmates. If the device works as anticipated, eventually all inmates will wear a monitoring device. Regalado explained Tulsa County is the first large jail utilizing the device.

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 the urine analysis numbers have been down for the month due to the move to the new offices and the implementation of a new analyzer. The new analyzer is five times faster than the previous machine allowing results to be given to the Judges quicker and it will help to save money. Community Service Worker crews have assisted in moving the Public Defender's office to the administration building and they are working on a District 1 project consisting of paint removal. The Women in Recovery group helps with these projects and the varied projects are quite helpful. Trustee Adams elaborated on the work completed for the Public Defender's office.

IV. Proposed Fiscal Year 2022-2023 Tulsa County Jail Budget and Possible Action

The Sheriff's Office submitted written proposed budget reports pertaining to estimated revenues, expenditures and capital improvement reports for Fiscal Year 2022-2023. Christina Morrison explained revenue collections were positive this year and anticipate them to be positive next year.

A. Presentation of Anticipated Revenues for the CJA Fund for Fiscal Year 2022-2023

Morrison explained the revenue estimates are based on Fiscal Year 2021-2022 projections of actuals and used these calculations for estimates for Fiscal Year 2022-2023. Revenues are very positive this year and the anticipation is they will remain positive next year. ORG 23203644 Jail User revenue includes all the main users of the jail. ORG 23203646 revenue includes bond release fees, ATM commission, medical reimbursement, and medical co-pays. ORG 23953595 Commissary revenues estimate \$600,000 will be realized as profit. The department is not estimating an increase in the .025 sales tax revenues, but is a strong estimate at \$30,000,000; ORG 23203647 Jail Use Tax revenues are estimated at \$2,900,000. ORG 23203649 Jail Expansion .026 sales tax revenue is broken out because it is restrictive on where it can be spent; it is estimated at \$2,448,082. The report reflects the budget for the mental health pods and the cost of the monitoring devices will come from this revenue stream. The estimated total revenues for jail operations is \$46,579,482. Keith explained John Weidman, Tulsa County's bond attorney, believes the language on the ballot will allow for the use of some of the mental health pod funds (.026 sales tax revenue) can be used elsewhere. Sallee suggested Authority Attorney James Orbison to review this topic too. Regalado explained

that when the US Marshall's contract was reviewed they added a stipulation that the department did not agree with because it was vague and was not in the previous contract. He noted the US Marshalls have not responded to the modification to the contract and it could be an issue later. Keith stated the Tulsa County Jail is no longer on the ICE's list of jails that take their inmates. In response to Aaron Wiedman's question if Douglas Wilson, Tulsa County District Attorney's Office, has been asked about how the .026 sales tax revenue can be spent, Keith advised she has not spoken to Wilson but would do so.

B. Presentation of Estimate of Proposed Expenses for the Operation and Maintenance of and Capital Improvements for the Tulsa County Jail for Fiscal Year 2022-2023

Morrison reviewed the budget expenditures by priority explaining this report reflects the projects for the rest of this fiscal year and for next fiscal year. She explained categories 1 through 5 are funded by CJA Fund 4050 which usually uses all those funds. Categories 6-12 are funded by the County Contribution Fund. The total budget request is \$46,530,000 and this is the first year there has been more revenue than expenditures. It is anticipated that the department will not need to access any funds from the fund balance or request any supplement. Per Sallee's question pertaining to the decrease in the detention payroll, Morrison explained it is due to the reduction in staff but they are anticipating an increase in the staffing level for the upcoming fiscal year. Regaldo noted there has been a slight increase in staffing levels due to recruiting efforts. The last two cadet classes have been well attended with last month's class graduating all cadets. Morrison noted that resignations have slowed. In response to Sallee's question concerning the increase in Deputies and Management Payroll and Support Personnel, Morrison explained the increase in Deputies and Management is due to the anticipated increase in staff and the raise to be given July 1; Morrison explained the change in support personnel comes from changing those positions from being held by detention officers to clerical positions. Morrison reviewed the Capital Improvements list for the upcoming fiscal year. She noted the roof replacement is first on the list and that a bid is close to being awarded. The remaining capital items pertain to regular replacement needs.

C. Discussion and Prioritization of Which Categories the CJA will Fund for Fiscal Year 2022-2023

Morrison explained the need to retain the priority list as it has been previously, especially due to the transition to WorkDay and to maintain continuity of the data.

Motion made by Karen Keith, seconded by Larry Shafer, to approve all Items A, B, and C pertaining to the budget for Fiscal Year 2022-2023 budgets as presented.

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

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

Sallee called for a motion to adjourn.

Motion made by Vicki Adams, seconded by Cory Box, to adjourn the meeting at 9:15 a.m.

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

1



Chairman Stan Sallee
Tulsa County Criminal Justice Authority

ATTEST:



Vice Chairman Karen Keith
Tulsa County Criminal Justice Authority

