

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on June 17, 2022 at 8:30 a.m.)

MINUTES
Wednesday, June 22, 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 Jennifer Pottorf, Tulsa County Clerk's Office; Sheriff Regalado, Chief Deputy Eric Kitch, Christina Morrison and Tamara Stanley, Sheriff's Office; Sherri Carrier, Court Services; James Orbison, Authority's Attorney; and Sherry Langston, Recording Secretary.

II. Consider and Vote on Minutes

A. Minutes of Meeting - May 25, 2022

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

Motion made by Vicki Adams, seconded by Cory Box, to accept and file the minutes of May 25, 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.

1. Claims (Purchase Orders / Payroll)

The Budget Office requested Claims (Purchase Orders / Payroll) in the amount of \$2,311,545.93.

2. Appropriations

The Budget Office requested Appropriations in the amount of \$2,731,773.85.

3. Intrafund Transfers

The Budget Office requested Intrafund Transfers in the amount of \$2,799,826.37.

4. Report on Budgets, Revenues and Expenditures

Wiedman explained the sales tax revenue collections are ahead by one month. The CJA Fund 4050 reflects sales tax collections in the amount of \$2,983,141, 108% of projected, and expenses in the amount of \$2,843,504, 73% of projected. County Contribution Fund 2320 reflects US Marshall revenue collections of \$414,150; Other Inmates revenue collections of \$252,750; Bond Release Fees revenue collections of \$11,832; and use tax revenue collections of \$56,289 for the .026 use tax, \$271,241 for the .025 use tax, and \$221,485 for the .026 sales tax revenue collections, and total revenues of \$1,594,868, 135% of projected. Commissary Fund 2395 reflects total revenues of \$257,282 with \$184,246 supplementing jail operating expenses. Combining State for Jail Related Funds May 2022 reflects total revenues of \$47,736,441.38, total expenses of 43,749,001.73, and an available balance of \$22,925,175.09. Combining Statement with Detail reflects total revenues of \$4,837,337, 103% of projected, and total expenses of \$3,512,846, 98% of projected. Sales tax revenues for May were \$2,983,142, 14.8% year over year and 16% year over two years.

Wiedman provided an example of CJA Fund 700 from WorkDay and explained the changes in this report versus the Munis report the Trustees have received in the past. In response to Wiedman's question concerning

which type of report the Trustees would like to receive in the future, they explained they enjoyed the level of detail that has been submitted in the past.

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

The Sheriff's Office provided a written report. Chief Deputy Kitch detailed the jail inmate count is 1233 as of June 22, 2022, with 133 being US Marshalls' inmates, 84 are Creek Nation inmates and there are no 287g inmates. The Creek Nation moved 45 of their inmates to Pawnee County's jail after signing a contract with them. There was a COVID-19 spike with 20 inmates testing positive for COVID-19. The roof replacement project will begin after July 4, 2022. In response to Keith's question pertaining to the transfer of Creek Nation inmates to Pawnee County, Kitch explained he did not know why they chose a county outside of the Creek Nation's area. Sallee thanked Kitch for the recent jail tour.

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 Crew Chief Steven Gregg is back. The department is preparing for the nationally recognized Pretrial, Probation and Parole Supervision week during July 17-23, 2022. The department continues to support the Judges with the documents they need for their dockets each morning. Carrier explained that the Community Service Worker crews are provided many aides to keep them cool while working in the districts during the hot summer months. Mayor Guthrie questioned the hours spent in each district, Carrier explained the process and that the crews do work on special projects in the cities throughout Tulsa County.

D. Consider and Approve Audit Engagement Letter with Stanfield & O'Dell for the Year Ending June 30, 2022; Authorize Chairman to Execute and Deliver Response Upon Approval of Staff - Jennifer Pottorf / Thomas Ellis

Jennifer Pottorf, County Clerk's Office, explained the audit engagement letter is the standard audit letter and the cost of the audit is estimated to be between \$14,750 and \$15,750.

Motion made by Karen Keith, seconded by Brian Guthrie, to approve the Audit Engagement Letter with Stanfield and O'Dell for the Year Ending June 30, 2022.

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

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 Brian Guthrie, seconded by Cory Box, to adjourn the meeting at 8:47 a.m.

Upon roll call, Yes - Karen Keith, Stan Sallee, Vicki Adams, 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

