

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on December 21, 2022, at a.m.)

MINUTES
Wednesday, December 28, 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 6 Street, Tulsa, OK, with the following members present: Commissioners Sallee and Karen Keith; and Mayors Brian Guthrie and Larry Shafer. Others present were Chief Deputies Michael Craddock, James Rea and Darren Gantz; Miyuki Dwyer and Aaron Wiedman, Tulsa County Clerk's Budget Office; Chief Deputy Kitch, Sheriff's Office; Sherri Carrier, Court Services; Dan Witham, TCCJA Sales Tax Overview Committee; Kris Koepsel, Authority's Attorney; and Sherry Langston, Recording Secretary.

II. Consider and Vote on Minutes

A. Minutes of meeting - October 26, 2022

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

Motion made by Karen Keith, seconded by Brian Guthrie, to accept and file the minutes of October 26, 2022. Upon roll call, Yes - Karen Keith, Stan Sallee, Larry Shafer, Brian Guthrie. No - None. Abstain - None. Motion carried.

III. Reports, Recommendations and Possible Action

A. Budget Office Reports For November and December 2022

The Tulsa County Clerk's Budget Office submitted written reports for October and November 2022 which were reviewed by Aaron Wiedman.

1. Claims (Purchase Orders / Payroll)

The Budget Office requested Claims (Purchase Orders and Payroll) for the month of October in the amount of \$3,443,394.50.

The Budget Office requested Claims (Purchase Orders and Payroll) for the month of November in the amount of \$3,383,279.61.

2. Appropriations

The Budget Office requested Appropriations for the month of October in the amount of \$3,029,180.58.

The Budget Office requested Appropriations for the month of November in the amount of \$2,889,439.19.

3. Intrafund Transfers

The Budget Office requested Intrafund Transfers for the month of October in the amount of \$1,600,000.

The Budget Office requested Intrafund Transfers for the month of November in the amount of \$500,000.00

Motion made by Larry Shafer, seconded by Karen Keith, to accept and file the Tulsa County Budget Office Reports dated November 30, 2022 and December 28, 2022.

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

4. Report on Budgets, Revenues and Expenditures

Wiedman explained CJA Fund 700 reflects sales tax revenues for the month were \$2,876,362, 49% of projected, and year-to-date actuals of \$14,634,012. Wiedman notes that the payroll is close to exceeding the monthly sales tax. Monthly expenses for the fund were \$3,383,280, 37% of projected, and year-to-date actuals of \$16,611,101, 37% of projected. County Contribution Fund 365 reflects US Marshalls' housing reflects \$265,350, 22% of projected-lower than expected; Other Inmates' revenues were \$258,900, 51% of projected;

the use tax collections continue to be over budget which helps to offset the lower revenues in other areas. Commissary Fund 370 reflects revenues collected of \$163,990 and expenses of \$144,114; contributions to the jail operating expense were \$4,540. Combining Statement for Jail Related Funds September 2022 reflected revenues of \$22,063,271.91, expenses of \$26,366,697.34, and an available balance of \$16,195,189.53. Combining Statement with Detail reflects monthly revenues of \$4,229,296 and year-to-date actuals of \$22,063,272, 47% of projected, and expenses of \$4,489,77 and year-to-date actuals of \$26,366,697, 57% of projected. Sales revenues reflect a total increase of 7% in fiscal year 2023 over Fiscal Year 2022; 22.3% year over two years. Sales tax collections have not decreased and continue to perform very well.

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

The Sheriff's Office provided a written report. Per Chief Deputy Kitch, the current inmate population is 1,132, including 164 U.S. Marshalls' inmates and 50 Creek Nation inmates. There are two COVID-19 cases which should be released today. We are exploring building a stand-alone warehouse, approximately 5,000 square feet, to store the COVID supplies because the small warehouse is not large enough to house them. The supplies were ordered during the height of COVID-19 and are not being used as quickly now. The Authority suggested looking at other alternatives such as renting storage space, a container, etc. The supplies are currently stored in pods and it is anticipated those pods might be needed due to the spring and summer surge. The facility passed reaccreditation.

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 the employee of the year is Brenda Carrigan. The work crews continue to work in all three districts. The department is working on a succession plan for Carrier's Director's position due to her retirement. The Authority expressed their thanks to Carrier and her department.

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 Brian Guthrie, to adjourn the meeting at 8:48 a.m. Upon roll call, Yes - Karen Keith, Stan Sallee, Larry Shafer, Brian Guthrie. No - None. Abstain - None. Motion carried.



Chairman Stan Sallee

Tulsa County Criminal Justice Authority
Signed by Karen Keith, Vice-Chairman

ATTEST:



Secretary Cory Box

Tulsa County Criminal Justice Authority

Signed by Larry Shafer, Incoming Secretary

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