

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on January 13, 2023 at 10:21 a.m.)

MINUTES
Wednesday, January 18, 2023

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 Karen Keith and Kelly Dunkerley; and Mayors Brian Guthrie and Larry Shafer. Others present were Chief Deputies Michael Craddock and James Rea; Miyuki Dwyer and Aaron Wiedman, Tulsa County Clerk's Budget Office; Sheriff Regalado, Undersheriff George Brown, Chief Deputy Eric Kitch, Christina Morrison, and Tamara Stanley, Sheriff's Office; Debra Richardson, Court Services; Stacy Pratt, TCCJA Sales Tax Overview Committee; James Orbison, Authority's Attorney; and Sherry Langston, Recording Secretary.

II. Announcement of TCCJA Chairman for Calendar Year 2023

A. Commissioner Stan Sallee, Chairman of the TCCJA for Calendar Year 2023

Vice-Chairman Keith announced Commissioner Sallee would be the 2023 Chairman of the Tulsa County Criminal Justice Authority.

Motion made by Larry Shafer, seconded by Brian Guthrie, to approve Commissioner Sallee as the 2023 Chairman of the Tulsa County Criminal Justice Authority.

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

III. Nomination and Election of Officers for Calendar Year 2023

A. Vice-Chairman of the TCCJA for Calendar Year 2023

Trustee Dunkerley nominated Commissioner Keith for Vice-Chairman of the 2023 TCCJA board.

Motion made by Kelly Dunkerley, seconded by Brian Guthrie, to approve Trustee Keith as the 2023 Vice-Chairman of the TCCJA board.

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

B. Secretary of the TCCJA for Calendar Year 2023

Keith nominated Trustee Larry Shafer to serve as the TCCJA Secretary for calendar year 2023.

Motion made by Karen Keith, seconded by Brian Guthrie, to approve Trustee Shafer to serve as the 2023 TCCJA Secretary.

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

IV. Consider and Vote on Minutes

A. Minutes of meeting - December 28, 2022

Vice-Chairman Karen Keith called for a discussion of the minutes, none ensued.

Motion made by Larry Shafer, seconded by Brian Guthrie, to accept and file the minutes of December 28, 2023. Upon roll call, Yes - Karen Keith, Larry Shafer, Brian Guthrie, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

V. Reports, Recommendations and Possible Action

A. Budget Office Report - Aaron Wiedman

The Tulsa County Clerk's Budget Office submitted written reports which were reviewed by Aaron Wiedman.

1. Claims (Purchase Orders / Payroll)

The Budget Office requested Claims (Purchase Orders and Payroll) in the amount of \$2,945,669.00.

2. Appropriations

The Budget Office requested Appropriations in the amount of \$2,958,403.66.

3. Intrafund Transfers

The Budget Office requested Intrafund Transfers in the amount of \$1,705.67.

Motion made by Larry Shafer, seconded by Kelly Dunkerley, to accept and file the Tulsa County Budget Office Report dated January 18, 2023.

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

4. Report on Budgets, Revenues and Expenditures

Wiedman explained he would discuss the CJA Fund 700 at the end of this report. Wiedman noted in the County Contribution Fund 365 the US Marshals revenues are expected to come in under projection by approximately 50% for the second half of Fiscal Year 2023. Wiedman explained the revenues reflect US Marshals monthly revenues of \$289,500; Other Inmate monthly revenues of \$174,525; and Use Tax revenues of \$52,932 for the .026 use tax and \$238,958 for the .025 use tax. Total monthly revenues were \$1,355,235, 49% of projected; total expenses were \$571,249. Commissary Fund 370 reflects a solid month with year-to-date revenues of \$1,201,035, year-to-date expenses of \$818,256, and a year-to-date total of \$22,270 supplementing the Jail Operating Expenses for Fiscal Year 2023. Combining Statement for Jail Related Funds December 2022 reflects total revenues of \$26,645,173.82; total expenses of \$29,88,867.84; and a total available balance of \$17,360,355.48. Combining Statement with Detail reflects monthly total revenues of \$4,581,902, 57% of projected; monthly total expenses of \$3,622,171, 64% of projected. Sales Tax Receipts reflect a solid month with revenues collected of \$2,958,404, 7% year over year and 23% year over two years. CJA Fund 700 reflects sales tax revenues for the month as \$2,958,404, total revenues of \$2,972,101, 59% of projected; and total expenses of \$2,945,669, 44% of projected. The area to be concerned about pertains to the payroll. The current available balance is \$2,676,289 as a net fund; if another month of payroll is similar to what it was in December, \$2,945,669, there is insufficient funds to pay the payroll. He explained how the CJA Fund operates and how the County has to be able to generate payroll in one payroll run, noting adjustments need to be made now. Wiedman suggested different adjustments that would help to avoid this problem. In response to Keith's question, what, if anything, could be taken from the mental health account fund to offset the problem, Christina Morrison explained a few different ways to address this, noting the mental health fund is a restricted fund. Morrison and Tamara Stanley will discuss options with Douglas Wilson. Regalado mentioned redirecting the portion of the use tax back to CJA Fund 365 from Expo Square.

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

The Sheriff's Office provided a written report. Chief Deputy Kitch explained the current inmate population is 1,229, with 165 US Marshals inmates; 47 inmates from Creek Nation; and there are no inmates with COVID-19. Operations continue to be steady. The jail lost a maintenance employee. The closed pod may need to be opened for the summer surge. This pod is currently being used for storage. Storage solutions are being reviewed.

C. Report and Update – Court Services/Tulsa County Criminal Justice Planning and Policy Council - Debra Richardson

Court Services provided a written report. Debra (DJ) Richardson reported the numbers are consistent with the Community Service Worker Crews who continue to work projects in Tulsa County neighborhoods. Keith thanked Richardson for the work performed by the crews.

D. Sales Tax Overview Committee – Mr. Stacy Pratt

Mr. Stacy Pratt provided an oral report. He noted the last meeting was November 28, 2023, and the Budget Office and the Sheriff's Office addressed some of the same issues that were spoken about at today's meeting. Staffing issues are a concern which the Sheriff's Office is working to address. He noted that Mayor Guthrie replaced Tom Daniels who resigned with a new appointee, Richard Oltmann. He noted the next STOC meeting is January 30, 2023.

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 Kelly Dunkerley, seconded by Brian Guthrie, to adjourn the meeting at 9:06 a.m.

Upon roll call, Yes - Karen Keith, Larry Shafer, Brian Guthrie, Kelly Dunkerley. No - None. Abstain - None.

Motion carried.



Chairman Stan Sallee

Tulsa County Criminal Justice Authority

ATTEST:



Secretary Larry Shafer

Tulsa County Criminal Justice Authority

