

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on March 10, 2023 at 3:30 p.m.)

MINUTES
Wednesday, March 15, 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 Stan Sallee, Karen Keith, and Kelly Dunkerley; and Mayors Brian Guthrie and Larry Shafer. Others present were Chief Deputies Michael Craddock and James Rea; Miyuki Dwyer, Aaron Wiedman and Jennifer Pottorf, Tulsa County Clerk's Budget Office; Sheriff Regalado, Major John Bryant, Christina Morrison, and Tamara Stanley, Sheriff's Office; Debra Richardson, Court Services; Dan Witham, TCCJA Sales Tax Overview Committee; Paul Wolfenberger, Stanfield & O'Dell Representative; Alan Vandeburg, IT Department, and Sherry Langston, Recording Secretary.

II. Consider and Vote on Minutes

A. Minutes of meeting - February 15, 2023

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

Motion made by Karen Keith, seconded by Kelly Dunkerley, to accept and file the minutes of March 15, 2023. Upon roll call, Yes - Karen Keith, Stan Sallee, Larry Shafer, Brian Guthrie, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

III. Reports, Recommendations and Possible Action

A. Budget Office Report

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/Payroll) in the amount of \$2,456,255.73.

2. Appropriations

The Budget Office requested Appropriations in the amount of \$3,120,476.43.

Motion made by Kelly Dunkerley, seconded by Karen Keith, to accept and file the the Tulsa County Budget Office Report of March 15, 2023.

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

3. Report on Budgets, Revenues and Expenditures

Wiedman reviewed the report for the Authority. It was a strong month for the CJA Fund 700. Sales tax revenue collections for February reflect \$3,103,376, 80% of projected and total sales tax revenue collections reflect \$2,909,628, 70% of projected; February expenses were \$2,469,756, 58% of projected. Monthly overtime expenses were down significantly. County Contribution Fund 365 reflects U.S. Marshals revenues of \$378,750; Other Inmates revenues were \$162,900; .026 use tax revenue collections were \$68,038; .025 use tax revenue collections were \$384,215; total revenues collections were \$1,503,780, 65% of projected; February expenses totaled \$735,596. Commissary Fund 370 reflects total revenues of \$219,156 and total expenses of \$128,698 with \$276 being applied to the jail operating expenses. Combining Statement for Jail Related Funds February 2023 reflected \$35,703,343.34 in total revenues; \$38,537,746.17 in total expenses; and an available balance of \$18,198,388.18. Combining State with Detail reflects total revenues of \$4,632,564, 77% of projected and total expenses of \$3,334,050, 83% of projected. Sales tax receipts for February were \$3,103,376,

5.9% year over year and 22.8% year over two years. In response to Sallee's question concerning the change in the U.S. Marshals revenues, Sheriff Regalado explained he did not know why the change had occurred, it just increases and decreases.

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

The Sheriff's Office provided a written report. Major John Bryant presented the report in Chief Deputy Eric Kitch's absence. The inmate count is 1,265 with 195 U.S. Marshals hold, 67 Other Inmates (tribal) hold, 1 FBI hold, 1 ICE hold, and 0 inmates with COVID19. There were 10 employees who tested positive for COVID19. A total of 26,693 COVID19 tests have been administered and a total of 25,194 COVID19 tests have been administered to the inmates. The total number of COVID19 positive cases is 861; 1,103 were employees; and 20,201 were rapid tests. The roof repair project has been completed and the maintenance and painting projects in the facility are continuing. Tornado drill tests are being conducted. Sheriff Regalado noted there was a \$2 million-dollar judgment pertaining to the jail in 2013. The Sheriff explained there is a direct correlation between the lack of employees to the number of lawsuits. There are 16 cadets in the current academy class. There are 20 inmates using the custody protect technology. In response to Guthrie's question concerning how judgments are paid, those funds came from the sinking fund, but the medical vendor was responsible for the \$2 million-dollar judgment.

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

Court Services provided a written report. Debra Richardson explained the numbers have remained constant.

D. Accept and File Annual Auditor's Report of the Tulsa County Criminal Justice Authority Financial Statements and Independent Auditor's Report for June 30, 2022 - Paul Wolfenberger, Stanfield and O'Dell Representative

Stanfield & O'Dell provided a written report. Paul Wolfenberger, Senior Audit Manager, reviewed the report for the Authority explaining the audit process in accordance to government standards and accepted accounting principles. The audit was consistent with the planned scope and timing as discussed with management. The significant risks were listed and explained. No significant difficulties were encountered and there were no uncorrected or corrected misstatements during the audit. In response to Sallee's question concerning the number of transactions reviewed, Wolfenberger noted it is approximately 80% of the transactions and the processes are reviewed to verify they are working properly.

Motion made by Karen Keith, seconded by Brian Guthrie, to accept and file Stanfield & O'Dell's Annual auditor's Report for June 30, 2022.

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

IV. Proposed Fiscal Year 2023-2024 Tulsa County Jail Budget and Possible Action

A. Presentation of Anticipated Revenues for the CJA Fund for Fiscal Year 2023-2024

The Sheriff's Office provided a written report. Tamara Stanley and Christina Morrison reviewed the report for the Authority. Stanley explained the Fiscal Year 2023-2024 jail revenue estimates and explained which accounts are in this category, resulting in a total of \$8,465,000; \$70,738 has been identified from the Other Revenue Accounts; Sales Tax Revenue estimates are identified as \$3,566,698. The grand revenue total for the jail budget is \$46,949,133. It is estimated that \$1,692,437 will need to be used from the jail commissary fund, bringing the total funds available for jail operations to \$48,641,570. Wiedman explained a discrepancy he noticed in the sales tax estimates but explained it should not affect the overall number of the budget; Stanley said they would review this and make the correction needed.

Motion made by Karen Keith, seconded by Larry Shafer, to approve the Fiscal Year 2023-2024 Revenue Estimate with changes.

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

B. Presentation of Estimate of Proposed Expenses for the Operation and Maintenance of and Capital Improvements for the Tulsa County Jail for Fiscal Year 2023-2024

The Sheriff's Office provided a written report. Stanley reviewed the report for the Authority, noting the total for the jail for Fiscal Year 2023-2024 is \$48,641,570.

The capital improvement projects include body armor replacement, computer replacement and vehicle replacement for a total of \$250,000 each year for 5 years. In response to Sallee's question concerning the number of vehicles purchased via ARPA funds, Wiedman explained 10 or 11 vehicles were purchased and 4 vehicles were purchased in the second batch.

Motion made by Karen Keith, seconded by Stan Sallee, to approve the Fiscal Year 2023-2024 Jail Expenses Estimate as presented.

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

C. Discussion and Prioritization of Which Categories the CJA will Fund for Fiscal Year 2023-2024

Stanley reviewed the accounts for the Authority asking the priorities to remain the same for the upcoming year.

Motion made by Karen Keith, seconded by Brian Guthrie, to approve leaving the prioritization of which categories the CJA will fund for Fiscal Year 2023-2024 the same as the current year.

Upon roll call, Yes - Karen Keith, Stan Sallee, Larry Shafer, Brian Guthrie, Kelly Dunkerley. 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

Motion made by Kelly Dunkerley, seconded by Larry Shafer, to adjourn the meeting at 9:05 a.m.

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

