

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on June 15, 2023 at 8:06 a.m.)

MINUTES
Wednesday, June 21, 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 Mayor Larry Shafer. Others present were Chief Deputy James Rea; Aaron Wiedman, Jennifer Pottorf and Joe Shaddox, Tulsa County Clerk's Budget Office; Undersheriff George Brown and Tamara Stanley, Sheriff's Office; Mary McDonald, Court Services; Alan Vanderburg, IT Department; and Sherry Langston, Recording Secretary.

II. Consider and Vote on Minutes

A. Minutes of meeting - May 17, 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 May 17, 2023. Upon roll call, Yes - Karen Keith, Stan Sallee, Larry Shafer, Kelly Dunkerley. No - None. Abstain - None. Motion carried.

III. Reports, Recommendations and Possible Action

A. Budget Office Report

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

1. Claims (Purchase Orders / Payroll)

The Budget Office requested approval for Claims (Purchase Orders / Payroll) in the amount of \$2,495,813.09.

2. Appropriations

The Budget Office requested approval for Appropriations in the amount of \$3,096,164.54.

3. Intrafund Transfers

The Budget Office requested approval for Intrafund Transfers in the amount of \$5,000.00.

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

Motion made by Kelly Dunkerley, seconded by Larry Shafer, to accept and file the Tulsa County Budget Report of June 21, 2023.

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

4. Report on Budgets, Revenues and Expenditures

Wiedman reviewed the Budgets, Revenues and Expenditures Report for the Authority. CJA Fund 700 reflected sales tax revenues of \$3,071,942 and total revenues of \$3,096,165, 108% of budgeted revenue; and total expenditures of \$2,481,894, 75% of projected. County Contribution Fund 365 reflected US Marshall revenues of \$414,225; .026 and .025 use tax revenues continue to be strong, respectively, \$566,983, 118% of projected, and \$277,911, 114% of projected; total revenues collected were \$1,318,191, 87% of projected; and expenses were \$1,272,834. Commissary Fund 370 reflected total revenues of \$192,131 and expenses were \$92,733; with \$1,709 transferred to the jail operating expense contribution. Combining Statement for Jail Related Funds May 2023 reflected total revenues of \$48,568,0745.11, total expenses of \$50,779,374.38, and a total available balance of \$18,802,894.15; still a healthy balance between all three funds. Combining

Statement with Detail reflected total revenues of \$4,606,487, 104% of projected and total expenses of \$3,847,461, 109% of projected. Sales tax revenues reflected total collections of \$32,388,521, 5.6% year over year.

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

The Sheriff's Office submitted a written report. Chief Deputy Eric Kitch explained the current inmate population was 1,298, with 193 U.S. Marshall inmates, 92 Tribal inmates, no 287G inmates, and 8 City of Tulsa inmates who were not released, though 6 have been picked up now, leaving 2 inmates with additional state charges at the facility. All utilities are back in service except for the inmate detainee phones which have not been reconnected by Cox. In-person visitation has resumed. Generators were available and used to supply utilities while the power was out due to the storm. In response to Trustee Keith's question concerning the staff, Kitch reported they are doing well, with Undersheriff Brown explaining there are facilities in the Faulkner Building that staff were able to utilize while their utilities were out at home.

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

Court Services provided a written report. Mary McDonald explained there were no drastic changes or variations this month. Work crews are out in the county continuing with cleanup efforts. The bulk of community service hours are with community partners.

D. Sales Tax Overview Committee – Richard Oltmann

Richard Oltmann was unable to attend due to storm.

E. Consider and Approve Audit Engagement Letter with Hinkle and Company for the Year Ending June 2023; Authorize Chairman to Execute and Deliver Response Upon Approval of Staff - Jennifer Pottorf / Thomas Ellis

Tulsa County Clerk's Office provided the engagement letter for review and approval. Jennifer Pottorf and Joe Shaddox explained the engagement letter was standard and followed the engagement letters that have been approved in the past.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to accept and file the Audit Engagement Letter with Hinkle and Company for the Year Ending June 2023 as presented.

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

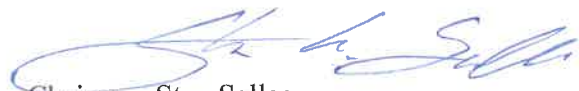
None.

VI. Vote to Adjourn

Sallee called for a motion to adjourn.

Motion made by Kelly Dunkerley, seconded by Karen Keith, to adjourn the meeting at 8:45 a.m.

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

