

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on January 9, 2024 at 3:56 p.m.)

MINUTES
Thursday, January 11, 2024

I. CALL TO ORDER

The Management Conference met at the hour of 9:30 a.m., with the following members present: Commissioner Kelly Dunkerley, Commissioner Karen Keith and Commissioner Stan Sallee. Others present: Kirby Crowe-PMG, Matney Ellis-Procurement, Alex Mills-Engineering, Matthew Spassov-Administration Services, Ronny Walker-Building Operations, Teresa Tosh-Inspections, Anthony Taylor-Juvenile Bureau, Kathy Burrows-Human Resources, Charles Wall-Parks, Mary McDonald-Court Services, Leilani Armstrong-Early Settlement, Dan Pease-IT, Julie Blew-Recording Secretary.

Stan Sallee, Chairman, called the meeting to order at 9:30 a.m., and the following business was transacted:

II. OLD BUSINESS

None

III. ACTION ITEMS

- A. Kirby Crowe - Review and possible reorganization of the Vision 2025 Sales Tax Overview Committee to include the membership and future reporting /meeting schedule.

The challenge for this committee is to make quorum. Many of the projects have been completed, so many of the board members associated with those projects don't want to spend their time to come to meeting. He suggested the size of the committee be reduced to include the committee members who still have funds to spend. He will have the DA's and Chief Deputies go through the resolution he has prepared, amend it if necessary and then send it to the BOCC for approval.

- B. Procurement: Matney Ellis - Contract Management Software

Procurement has been using a software program to review and verify contracts for five years called Anotate. In those 5 years, the annual price has risen considerably, beyond what he feels the product is worth. He will pay Anotate for another year's service while he continues researching other options available.

- C. Division Director Reports

Matney Ellis - Procurement Director - Matney gave the progress update on the 3rd and 6th floor renovation, Court house and Lafortune Tennis Courts.

Alex Mills - Engineering Director - The update from Engineering included working on the purchase of Right of Way on 51st St. for the round about, updating the summer mowing map, and moving forward he will routinely provide project update report to Commissioners.

Matthew Spassov - Admin Services Director - He feels the learning curve about how he can be helpful and supportive to his staff is shrinking. He is developing ways to expand services to other counties and working on improving quality control.

Ronny Walker - Building Operations Director - Moving forward she will provide routine updates to the Commissioners. The major projects are working on improving the cooling tower, security of the garage, courthouse heating system, Election Board bathroom renovation, roof repairs from storm and many other projects around the county.

Teresa Tosh - Inspections Director - Crandal Services has been very helpful with improving fire-related issues and the way things are being handled from the Fire Marshall on down. Working on entry into CRS program and becoming CRS rated. It is a voluntary program for our community to say to FEMA that we are doing a good job and going above and beyond the bare minimum. The letter of intent to be a part of the program is almost ready to send .

Anthony Taylor - Juvenile Bureau Director - OJA has juvenile on another 90 day probation with no specifics

from them as to why. Commissioner Keith asked to have Judge Gray draft a letter asking what it would take to be removed from probation.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to recess the meeting at 11:02 a.m.. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Motion made to reconvene Management Conference by Commissioner Dunkerley and seconded by Commissioner Keith at 11:10 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Anthony Taylor - Juvenile Bureau Director - A need was expressed for updated software. IT is helping Juvenile navigate finding what is on the market and will meet their needs.

Kathy Burrows - Human Resources Director - Working on integrating background checks and I-9's into Workday and implementing BOK Financial Wellness plan for retirement. HR has a countrywide job fair scheduled for February 21.

Charles Wall - Social Services Director - They have been working hard through outreach to make sure their food and clothing is available for all in need. Their intakes are higher than ever before. The temporary housing is a 90-day program. At the end of 90 days, the people are equipped with what they need to go out into permanent housing if there is availability. With a voucher in hand and the outside help we use, they are finding housing more easily. Improving the way they are spreading the word about the pharmacy services offered, pharmaceutical distribution has improved tremendously. They are working with Good Samaritan to have a clinic open in their facility by spring. Tulsa County IT is working with them to get the security system 100% supported by Tulsa County IT.

Charles Wall - Parks Director - Potential fee schedules are being structured for pickle ball courts and Disc Golf Tournaments. Father's Day storm cleanup is almost finished.

Mary McDonald - Court Services Director - They are implementing processes to improve overnight services, the use of Justicelink for transportation and streaming processes of Alternative Courts.

LeiLani Armstrong - Early Settlement Director - Submitted a document about the updates in her department.

IV. 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

V. ADJOURN

Motion made by Karen Keith, seconded by Kelly Dunkerley, to adjourn the meeting at 12:01 p.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk