

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on May 2024, at 11:14 a.m.)

MINUTES
Wednesday, May 15, 2024

I. Call to Order

The Tulsa County Criminal Justice Authority (TCCJA) was called to order 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 Cory Box, Brian Guthrie and Larry Shafer. Others present included: Aaron Wiedman, Tulsa County Clerk's Budget Office; Undersheriff George Brown, Stacie Holloway, and Tamara Stanley, Sheriff's Office; Mary McDonald, Court Services; Dan Witham, TCCJA Sales Tax Overview Committee; Sharon Weaver and Ammon Motz, Authority Attorney's Office; and Sherry Langston, Recording Secretary.

II. Consider and Vote on Minutes

A. Minutes of Meeting - April 17, 2024

Chariman Keith called for a discussion of the minutes, none ensued.

Motion made by Stan Sallee, seconded by Kelly Dunkerley, to accept and file the minutes of April 17, 2024. Upon roll call, Yes - Cory Box, Brian Guthrie, Stan Sallee, Larry Shafer, Kelly Dunkerley, Karen Keith. 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 approval for Claims (Purchase Orders/Payroll) in the amount of \$2,888,062.54 for the report dated May 15, 2024.

2. Appropriations

The Budget Office requested approval for Appropriations in the amount of 2,883,559.67 for the report dated May 15, 2024.

Motion made by Stan Sallee, seconded by Larry Shafer, to accept and file the Tulsa County Budget Office Report dated May 15, 2024.

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

3. Report on Budgets, Revenues and Expenditures

Wiedman reviewed the Report on Budgets, Revenues and Expenditures for the Authority. He noted the sales tax revenues rebounded for May 2024. He noted payroll expenses still need to be watched. CJA Fund 700 for April 2024 reflected a total of \$2,883,560 in sales tax revenues collected, 94% of projected; and a total of \$2,888,063 expended on expenses, 63% of projected. County Contribution Fund 365 for April 2024 reflected total revenues collected of \$1,381,301, 97% of projected; and a total of \$1,826,105 expended for expenses. Commissary Fund 370 reflected total revenues of \$252,714; total expenses of \$295,278; and a total of \$145,878 transferred to the Jail Operating Expense contribution fund. The Combining Statement for Jail Related Funds April 2024 reflected total revenues of \$46,978,714.19; total expenses of \$45,812,756.44; and a total available balance of \$19,321,551.52. Combining Statement with Detail reflected total revenues of \$4,517,574, 95% of projected; and total expenses of \$5,009,445, 94% of projected. The Sales Tax Receipts

report for April 2024 reflected a total \$2,845,893 collected with the year-to-date collections at \$29,772,946.

Motion made by Stan Sallee, seconded by Cory Box, to accept and file the Report on Budgets, Revenues, and Expenditures.

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

B. Sheriff's Report – Sheriff Regalado / Stacie Holloway, Jail Administrator

The Sheriff's Office provided a written report for the Authority's review. Jail Administrator Stacie Holloway noted the inmate count numbers have remained steady. The remodel of Master Control is near completion. A remodel of the kitchen is being discussed because it has been over ten years since the last remodel of the kitchen and the equipment has been breaking down; a plan will be discussed to remodel it in sections to alleviate the need for a mobile kitchen. In the programming area, they are working with several partners through Just Home targeting homelessness with wrap around services for those being released from the jail. Holloway met with Family and Children Services' CEO and that organization would like to expand their work in the jail.

In response to Sallee's question concerning employee staffing levels, Holloway explained the staffing levels are much better though not fully staffed; each shift has approximately 70 employees, but should be at 85-90 employees. Under-Sheriff George Brown explained Tulsa Technology Center has a Detention Officer Academy that is a great resource for employees of the jail; once that student graduates they can be hired immediately for the jail. A new program beginning in July 2024 will use law enforcement as CLEET instructors and the Sheriff's Office has been awarded 9 seats in the program.

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

Court Services provided a written report. Mary McDonald reviewed the report for the Authority, noting there are several positions to fill and funding from the 780/781 state funds have come through. The department needs a new Crew Chief due to the retirement of the previous Crew Chief and a Case Manager is needed for the UA/SCRAM Team. UAs for April increased by 41% due to more plea-ins for mental health court and the other courts; when a person pleads they have to provide UAs three times a week for the first month. When the courts are expanded, that causes our duties to expand. Community Service Crew hours are down mainly due to clients not being assigned community service by the courts. McDonald plans to speak to Court Administrator Kimberly Hall and Judge Moody about offering community service hours as part of their probation.

D. Sales Tax Overview Committee – Dan Witham

Dan Witham, Chairman of the Sales Tax Overview Committee, provided an oral report explaining the committee met in April. The committee's biggest concern is the new pay raise that is included for next year's budget. Witham summarized the Attorney General Opinion 2024-6 for the Authority and requested it be forwarded to each Trustee; the opinion was requested by Senator Dana Prieto to define the responsibilities of the Board of County Commissioners and the Sheriff's Office pertaining to the funding, operation and maintenance of the county jail. Authority Attorney Sharon Weaver explained she had read the opinion and there are no issues with the Tulsa County jail.

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

Chairman Keith requested a motion to adjourn.

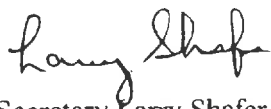
Motion made by Kelly Dunkerley, seconded by Cory Box, to adjourn the meeting at 8:50 a.m.

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



Vice-Chairman Kelly Dunkerley
Tulsa County Criminal Justice Authority

ATTEST:



Secretary Larry Shafer

Tulsa County Criminal Justice Authority

