

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on June at 3:37 p.m.)

MINUTES
Wednesday, June 26, 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 and Kelly Dunkerley; and Mayors Cory Box, Brian Guthrie, and Larry Shafer. Others present included: Chief Deputies Michael Craddock and James Rea; Aaron Wiedman and Jennifer Pottorf, Tulsa County Clerk's Office; Sheriff Regalado, Stacie Holloway and Tamara Stanley, Sheriff's Office; Mary McDonald, Court Services; Alan Vanderburg, IT Department; Max Bryan, Public Radio, Tulsa; Sharon Weaver, Authority's Attorney; and Sherry Langston, Recording Secretary.

II. Consider and Vote on Minutes

A. Minutes of meeting - May 15, 2024

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

Motion made by Larry Shafer, seconded by Cory Box, to accept and file the minutes of May 15, 2024. Upon roll call, Yes - Cory Box, Brian Guthrie, 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 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 \$2,647,794.97 for the report dated June 26, 2024.

2. Appropriations

The Budget Office requested approval for Appropriations in the amount of \$3,042,327.33 for the report dated June 26, 2024.

Motion made by Larry Shafer, seconded by Cory Box, to approve the Tulsa County Budget Office Report dated June 26, 2024.

Upon roll call, Yes - Cory Box, Brian Guthrie, Stan Sallee, Larry Shafer, Kelly Dunkerley. 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. CJA Fund 700 reflects total revenues collected of \$3,042,327, 104% of projected for May 2024, and year-to-date total revenues collected of \$33,139,341; and total expenses of \$2,647,795, 69% of projected for May 2024, and year-to-date expenses of \$31,448,676. County Contribution Fund 365 reflects total revenues of \$1,933,256, 110% of projected; and total expenses of \$1,225,051. Commissary Fund 370 reflects total revenues of \$260,973; total expenses of \$361,179; and a total of \$167,463 was contributed to the Jail Operating Expense fund for the month of May and a year-to-date contribution of \$800,406. Combining Statement for Jail Related Funds May 2024 reflects total revenues of \$52,215,616.37; total expenses of \$50,031,203.89; and a total available balance of \$19,559,293.89. Combining Statement with Detail reflects total revenues of \$5,236,557, 106% of projected; and total expenses of \$4,234,025, 103% of projected. Sales tax collections for May 2024

were \$3,002,437 and total sales collections for the year were \$32,775,383. In response to Trustee Box's question pertaining to the Building Costs expense, Wiedman explained he was not concerned about that number because it was due to the building of a storage building; he is more concerned about the increase in payroll costs.

Motion made by Larry Shafer, seconded by Stan Saltee, to accept and file the Budget, Revenues and Expenditures Report dated May 31, 2024.

Upon roll call, Yes - Cory Box, Brian Guthrie, Stan Saltee, Larry Shafer, Kelly Dunkerley. 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 in the 1300 range. The projects that have been completed are bulletproof glass installation, master control renovation, and completion of desks for J and F Halls and Operations. The next projects scheduled will be carpet replacement in the pods and updating the kitchen. Family and Children's Services will be expanding some of their programs in the jail, and may use an empty pod for more classroom space. Ten inmates have graduated with their GED.

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

Court Services provided a written report. Mary McDonald noted the programs numbers have remained steady. Electronic monitoring and SCRAM programs have decreased slightly. There was an increase in the Community Service hours; a new Crew Chief has been hired and will begin work on July 2, 2024. A new employee will begin with the UA team in the near future.

D. Sales Tax Overview Committee – Dr. Donald Tyler

None.

E. Consider and Approve Audit Engagement Letter with Hinkle and Company for the Year Ending June 2024; Authorize Chairman to Execute and Deliver Response Upon Approval of Staff - Jennifer Wynn Pottorf

Hinkle and Company provided a written audit engagement letter which was reviewed by Jennifer Pottorf. Pottorf explained this same company provided the audit last year and Tulsa County has a good relationship with them.

Motion made by Larry Shafer, seconded by Brian Guthrie, to approve the Hinkle and Company Engagement Letter for Year Ending June 2024.

Upon roll call, Yes - Cory Box, Brian Guthrie, Stan Saltee, 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

Vice-Chairman Dunkerley called for a motion to adjourn.

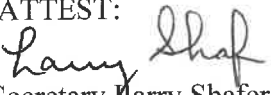
Motion made by Stan Saltee, seconded by Cory Box, to adjourn the meeting at 8:50 a.m.

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



Chairman Karen Keith
Tulsa County Criminal Justice Authority

ATTEST:


Secretary Larry Shafer

Tulsa County Criminal Justice Authority

