

## NOTICE OF REGULAR MEETING

### ROGERS COUNTY CRIMINAL JUSTICE AUTHORITY

**PLACE:** Public Meeting Room, 2<sup>nd</sup> Floor, Rogers County Courthouse  
200 South Lynn Riggs Blvd., Claremore, Oklahoma

**DATE & TIME:** Thursday, October 2, 2014 at 9:00 O'clock a.m.

#### Minutes

#### **\*\*\*CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION TO BE TAKEN ON THE FOLLOWING LISTED ITEMS ON THE AGENDA:**

- ITEM 1: CALL TO ORDER:** Mayor Statum called the meeting to order at 9:12 A.M.
- ITEM 2: ROLL CALL TO ESTABLISH QUORUM:**  
Determine that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act – Commissioner Helm, Commissioner Thacker, Mayor Holland, Mayor Statum, and Mayor Flanagan were present and Quorum was established and determined that Notice of Meeting and Agenda were properly posted in accordance with Oklahoma Open Meeting Act.
- ITEM 3: APPROVAL/DISAPPROVAL OF THE MINUTES:** September 4, 2014- Flanagan made a motion to approve the minutes and Holland seconded the motion. Roll call: Helm – aye, Thacker-aye, Flanagan-aye, Statum-aye, Holland-aye. Motion carried.
- ITEM 4: UNFINISHED BUSINESS:**  
Invoice from Violet Kirkendall, CPA PC for preparation of 2012/13 Audited Financial Statements \$3,100.00 – Mayor Flanagan asked if there was anything unusual about the late timing of this particular invoice. County Clerk, Robin Anderson, said she will talk to Bill Turner about it, if it was late to the state. Flanagan made a motion to approve and Helm seconded the motion. Roll call: Helm – aye, Thacker-aye, Flanagan-aye, Statum-aye, Holland-aye. Motion carried.
- ITEM 5: FINANCIAL STATUS UPDATE:** Amanda McLemore from the Sheriff's Office mentioned the DOC fund is incorrect. Amanda said the overall balance of the Criminal Justice Authority is accurate; however the accounts that make up the CJA are misbalanced. She had spoken to the Treasurer's office regarding this but it is still inaccurate. Sophia Minor, a representative from the Treasurer's department, was called in to the meeting to discuss. Commissioner Helm requested to have a special meeting on October 14<sup>th</sup> and not wait until the November meeting to make a decision. Helm mentioned that at this time the Board of County Commissioners does not have legal counsel. The Attorney General's office will be sending someone on Monday. It wasn't the Board's decision, it was one commissioner. Mayor Flanagan said the purpose of the special meeting is to update and evaluate the 2014-2015 jail budget. This will give the CJA board a strong idea of what should be done before walking into the November meeting to make an educated decision. Mayor Flanagan said by having the special meeting on October 14<sup>th</sup> at 2:00pm, they can have a resolution in the regular November meeting. Holland asked if it was reasonable to have the sheriff present. Orbison stated the authority has the ability to administer the sales tax. Flanagan made a motion to table this until the November meeting and Holland seconded the motion. Roll call: Helm-aye, Thacker-aye, Flanagan-aye, Statum-aye, Holland-aye. Motion carried.
- ITEM 6: DISCUSSION/POSSIBLE ACTION ON CASH FUND ESTIMATE OF NEEDS AND REQUESTS FOR APPROPRIATIONS:**
1. Total amount being requested on the August 2014 Cash Fund Estimate of Needs and Request for Appropriations - \$220,391.43
    - Sales Tax - \$202,110.23
    - Interest on General Bank Account - \$128.29
    - Interest on Deposit Bank Account - \$72.94
    - Jail Bond Fees - \$4,769.97
    - Doc Reimburse - \$12,960.00
    - Refunds & Reimbursements - \$350.00

Commissioner Thacker discussed associating the fee revenue from the jail with the annual budget. James Orbison said that is has been done at other counties. "It is how

you run an efficient jail.” Commissioner Thacker later mentioned he would like to have the report ran. Undersheriff Jon Sappington from the Sheriff’s Office said the report could be run for the board to review. Undersheriff Sappington also mentioned that the fee accounts are traditionally used for the operations of the jail, (Mats, rugs etc.) for the inmates. There was discussion of an additional fee charged to every inmate of \$35. \$10 would go to the city and \$25 would be entitled to the county.

Helm made a motion to approve and Holland seconded the motion. Roll call: Helm-aye, Thacker-aye, Flanagan-aye, Statum-aye, Holland-aye. Motion carried.

**ITEM 7: DISCUSSION/POSSIBLE ACTION ON SHERIFF’S REPORT OF THE JAIL AND UPDATE:**

Undersheriff Jon Sappington stated the jail received six juveniles this month. With juveniles, the jail has to provide separate housing. Undersheriff Sappington said it caused a spacing issue with the higher than normal juvenile members in jail. Undersheriff Sappington said Tulsa County stepped in and assisted with the spacing issues, taking a few of the juvenile members to the Tulsa County jail. McLemore reported they had an injury due to an inmate “falling down the stairs” which when they reviewed the camera, he just laid down on the stairs.

**ITEM 8: DISCUSSION WITH POSSIBLE ACTION ON TRANSFER OF APPROPRIATIONS:**

None presented.

**ITEM 9: DISCUSSION ON POSSIBLE ACTION ON JUDGES’ REPORTS:**

No judges present.

**ITEM 10: DISCUSSION WITH POSSIBLE ACTION ON RATIFICATION OF PURCHASE ORDERS:**

Holland made a motion to approve and Helm seconded the motion. Roll call: Flanagan-aye, Helm-aye, Statum-aye, Holland-aye, Thacker-aye. Motion carried.

**ITEM 11: AGENDA ITEMS:**

1. Update from Legal Counsel James Orbison with law firm of Riggs, Abney, Neal, Turpen, Orbison, & Lewis – Mayor Statum asked about the Town of Verdigris joining the board. \*\*\*Note\*\*\*Mayor Keith Crawford of Verdigris was present. James Orbison discussed an amendment to get a new beneficiary added to the trust. Each city within Rogers County must be contacted and every beneficiary must approve this motion. Thacker stated he would get his assistant to contact them.
2. Update from Certified Public Accountant Bill Turner, CPA – Not present.
3. Invoice #545121 from Riggs, Abney, Neal, Turpen, Orbison & Lewis for professional services through August 31, 2014 – Holland made a motion to approve and Thacker seconded the motion. Roll call: Flanagan-aye, Helm-aye, Statum-aye, Holland-aye, Thacker-aye. Motion carried.

**ITEM 13: NEW BUSINESS:**

1. Consideration and possible action with respect to any other matters not known about or which could not have been reasonably foreseen prior to posting the agenda – None presented.

**ITEM 14: RECESS OR ADJOURNMENT:** Holland made a motion to adjourn at 10: 16 a.m. and Thacker seconded the motion. Roll call: Flanagan-aye, Helm-aye, Statum-aye, Holland-aye, Thacker-aye. Motion carried.



(SEAL)

ROGERS COUNTY CRIMINAL JUSTICE AUTHORITY

BY Robin Anderson

Robin Anderson, Secretary

*Notice of said meeting was filed in the Office of the County Clerk on Tuesday, September 30, 2014 at 4:56 p.m. and posted on the front entrance to the Courthouse and on the county website.*

## NOTICE OF SPECIAL MEETING

### ROGERS COUNTY CRIMINAL JUSTICE AUTHORITY

**PLACE:** Public Meeting Room, 2<sup>nd</sup> Floor, Rogers County Courthouse  
200 South Lynn Riggs Blvd., Claremore, Oklahoma

**DATE & TIME:** Tuesday, October 14, 2014 at 2:00 P.M.

#### Minutes

#### CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION TO BE TAKEN ON THE FOLLOWING LISTED ITEMS ON THE AGENDA:

**ITEM 1: CALL TO ORDER:** Commissioner DeLozier called the meeting to order at 2:11 p.m.

**ITEM 2: ROLL CALL TO ESTABLISH QUORUM:**  
Determine that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act. Chairman DeLozier, Commissioner Helm, Commissioner Thacker, Mayor Holland, Mayor Statum, Mayor Price, and Mayor Flanagan were present and Quorum was established and determined that Notice of Meeting and Agenda were properly posted in accordance with Oklahoma Open Meeting Act.

**ITEM 3: FINANCIAL STATUS UPDATE:** The total for the CJA DOC account is correct. The two accounts that make up the CJA DOC are incorrect. Sophia from the Treasurer's office is making the correction. No motion needed.

**ITEM 4: AGENDA ITEMS:**

1. Discussion and possible action regarding ACH proposal for inmate care – Bob Darby, Jail Administrator, stated they are on track to spend \$341,000.00 on medical care for inmates. It could be reduced to \$245,792.00 by outsourcing medical care through Advanced Medical Company. If the contract was agreed to, the program could start January 1<sup>st</sup>, 2015. Commissioner Helm, "Great job, shifting the liability from us to them while reducing cost." Jon Sappington stated that since this includes medication, he needs to speak with legal to see if it needs to be bid out. Orbison stated, "This authority determines who operates the jail and it is the Sheriff. This comes from the county, not the authority. The board has the authority to suggest how the Sheriff runs the jail." Flanagan made a motion to review costs for the past five years for the jail with the idea to reduce costs and transfer liability and that information be turned over to the County Commissioners and Commissioner Helm seconded the motion. Roll call: DeLozier –aye, Helm – aye, Thacker-aye, Flanagan-aye, Statum-aye, Holland-aye, Price –aye. Motion carried.
2. Discussion and possible action regarding the 2014/2015 Criminal Justice Budget, including, but not limited to, sources of revenue and amendments to such Budget. The budget for 2015-2016 was presented, the estimated taxes were \$200,000. The budget for 2015-2016 was properly estimated to allow for future expenses, there should not be a deficit. Commissioner Helm, "In the idea of what we are doing here, trying not to have a shortfall. According to Article 10.26, the Board of County Commissioners are to make up the shortfall. Is this still in effect? Orbison, "That is a determination by the County Commissioners." Commissioner Helm revisited minutes from a previous meeting on June 19, 2012. He read that the per diem for county inmates is still currently \$50.00 per day. Mr. Orbison, "The Criminal Justice Authority Board does not have the authority to set fees on jail inmates. The Board of County Commissioners has the authority to set those given fees." Helm stated this board took a vote of 7-1 not to charge. Thacker stated that the BOCC set the rate but did not take any action on enforcing the collection of that. Orbison stated that we set it and if they don't want to pay it, they don't use the jail. Discussion was held on which board has the authority, the Criminal Justice Board or the Board of County Commissioners. Sappington stated the burden will fall on the inmates and that Judge Steidley set the rate at \$41.60. Helm suggested this should be sent to Charles Rogers, Assistant Attorney General.
3. Invoice #546250 from Riggs, Abney, Neal, Turpen, Orbison & Lewis for professional services for September 2014 \$394.16 –Thacker made a motion to approve with DeLozier seconding the motion. Roll call: DeLozier –aye, Helm – aye, Thacker-aye, Flanagan-aye, Statum-aye, Holland-aye, Price –aye. Motion carried.
4. Discussion and possible action regarding a letter received from the Jail Administrator, Bob Darby, concerning some emergency supplemental funding needs in the amount of