

NOTICE OF REGULAR MEETING

ROGERS COUNTY CRIMINAL JUSTICE AUTHORITY

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

DATE & TIME: Thursday, May 7, 2015 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:** Chairman DeLozier called the meeting to order at 9:08 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. Chairman Dan DeLozier, Commissioners Mike Helm and Ron Burrows, Mayor Bill Flanagan, new Mayors Brenda Conley and Mike Provence were present and Quorum was established and determined that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act. Mayor Keith Crawford was absent.

ITEM 3: **APPROVAL/DISAPPROVAL OF THE MINUTES:** April 2, 2015 Regular Meeting – Flanagan made a motion to approve and Helm seconded. Roll call: DeLozier – aye, Helm – aye, Burrows – aye, Flanagan – aye, Conley-aye, Provence –abstain. Motion carried.

ITEM 4: **UNFINISHED BUSINESS:** Review of Management Presentation Letter from Violet Kirkendall CPA, PC - *****NOTE****this item was tabled from April 2, 2015 – Ms. Kirkendall explained this is a standard operation letter and it's for fiscal year 2014. Helm asked if Bill will present to her what she needs for 2014-15. Flanagan made a motion to authorize chairman to sign representation letter to the auditor and Provence seconded. Roll call: DeLozier – aye, Helm – aye, Burrows – aye, Flanagan – aye, Conley-aye, Provence –aye. Motion carried.

ITEM 5: **FINANCIAL STATUS UPDATE:** DeLozier read the balance of \$2,401,711.30. Helm asked Major Darby if he needed to move any money around and Darby replied they might but they won't be coming back for money. Flanagan made a motion to approve and Helm seconded. Roll call: DeLozier – aye, Helm – aye, Burrows – aye, Flanagan – aye, Conley-aye, Provence –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 March 2015 Cash Fund Estimate of Needs and Request for Appropriations - \$218,608.76
 - Sales Tax - \$211,612.68
 - DOC Reimburse - \$2,160.00
 - Interest Dep. Bk Acct - \$3.96
 - Jail Bond Fees - \$4,832.12

Helm made a motion to approve and DeLozier seconded. Roll call: DeLozier – aye, Helm – aye, Burrows – aye, Flanagan – aye, Conley-aye, Provence –aye. Motion carried. After coming back to this item, Helm asked about transfers and the balance and County Clerk Robin Anderson stated that April's is not reflected. The Treasurer's office does not have it ready due to the meeting being so early in the month. Once it was explained, he understood.

ITEM 7: **DISCUSSION/POSSIBLE ACTION ON SHERIFF'S REPORT OF THE JAIL AND UPDATE:** Darby reported the cost to the medical provider will be reduced because we won't have to bring in as much psychiatric help. Rogers County is one of nine counties that does pre-screening with mental issues. The DOC contract was signed. The State Department of Mental Health will pick up the costs. They will prescreen and it will lower the cost to the medical provider. He also stated that Tulsa County is sending two people to do a mock audit next week to make sure we are following ACA accreditation. Sappington spoke about the problem of putting municipal holds on someone that is arrested and the length of time they are staying in the jail. Flanagan asked about the progress towards the agreement with the cities. Sappington replied that he hasn't heard back from them. He reported they had 215 prisoners and now they are down to 195. *****Helm** asked to go back to Item 6 at this point.

ITEM 8: **DISCUSSION WITH POSSIBLE ACTION ON TRANSFER OF APPROPRIATIONS:** None presented.

ITEM 9: **DISCUSSION ON POSSIBLE ACTION ON JUDGES' REPORTS:** No judges were present.

ITEM 10: **DISCUSSION WITH POSSIBLE ACTION ON RATIFICATION OF PURCHASE ORDERS:** Flanagan asked questions of Sappington about various purchase orders. Flanagan made

a motion to approve as published and Provence seconded. Roll call: DeLozier – aye, Helm – aye, Burrows – aye, Flanagan – aye, Conley-aye, Provence –aye. Motion carried.

ITEM 11: AGENDA ITEMS:

1. Update from Legal Counsel James Orbison with law firm of Riggs, Abney, Neal, Turpen, Orbison, and Lewis – Attorney Jim Orbison stated he had no report.
2. Update from Certified Public Accountant Bill Turner, CPA – Bill Turner was not present.
3. Discussion and possible action regarding letter received from Department of Health & Human Services Public Health Service/Indian Health Service – Darby stated that the Claremore Indian Hospital had determined they don't want anyone with guns to transport prisoners to their hospital. The closest one then is Tahlequah. Discussion was held about Mayes County and some other counties having an agreement with the Cherokee Nation. Discussion only.
4. Review of engagement letter from Violet Kirkendall, CPA, PC – Flanagan made a motion to approve the audit through 6-30-14 and requested that on next month's agenda there be an item to approve the engagement letter and the engagement letter for next fiscal year. Burrows seconded. Roll call: DeLozier – aye, Helm – aye, Burrows – aye, Flanagan – aye, Conley-aye, Provence –aye. Motion carried.

ITEM 12: 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 13: RECESS OR ADJOURNMENT: Helm made a motion to adjourn and Burrows seconded. Roll call: DeLozier – aye, Helm – aye, Burrows – aye, Flanagan – aye, Conley-aye, Provence –aye. Motion carried at 9:50 a.m.

ROGERS COUNTY CRIMINAL JUSTICE AUTHORITY

BY _____
Robin Anderson, Secretary

(SEAL)

Notice of said meeting was filed in the Office of the County Clerk on Tuesday, May 5, 2015 at 4:30 p.m. and posted on the front entrance to the Courthouse and on the county website.