

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, January 7, 2016 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:** DeLozier called the meeting to order at 9:36 AM.
- 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, Commissioner Ron Burrows and Mayors Bill Flanagan, Larry Griggs and Brenda Conley 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. Mayors Mat Shockley, Keith Crawford and Mike Provence were absent.
- ITEM 3: APPROVAL/DISAPPROVAL OF THE MINUTES:** December 10, 2015 Special Meeting – Flanagan made a motion to approve and Conley seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Conley –aye, Griggs –aye. Motion carried.
- ITEM 4: ELECTION OF VICE-CHAIRMAN:** Conley made a motion to keep Flanagan as Vice-Chairman and Burrows seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Conley –aye, Griggs –aye. Motion carried.
- ITEM 5: UNFINISHED BUSINESS:**
1. Discussion and possible action regarding Agreement to Hold Municipal Prisoners and /or Detainees in the Rogers County Jail between the Rogers County Sheriff and municipalities located within the legal boundaries of Rogers County *****NOTE***** This item was tabled from December 10, 2015 – Flanagan stated he had reviewed this item and there are two changes that need made before approval. Paragraph 1.1 – the definition of functional capacity: something should be added that Rogers County prisoners should have priority over any inmates as far as determining functioning capacity. Secondly, the agreement is between the Sheriff's department and the cities and we should add the Criminal Justice Authority as a party to the agreement. Flanagan made a motion to accept the agreement with the two changes and subject to the approval of the attorney. Conley seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Conley –aye, Griggs –aye. Motion carried.
- ITEM 6: FINANCIAL STATUS UPDATE:** Purchasing Agent Megan Jackson stated the unencumbered balance was \$1,303,818.88. Update only.
- ITEM 7: DISCUSSION/POSSIBLE ACTION ON CASH FUND ESTIMATE OF NEEDS AND REQUESTS FOR APPROPRIATIONS:**
1. Total amount being requested on the December 2015 Cash Estimate of Needs and Request for Appropriations - \$257,301.75
 - Criminal Justice - \$231,975.75
 - DOC - \$25,326.00Flanagan made a motion to approve and Conley seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Conley –aye, Griggs –aye. Motion carried.
- ITEM 8: DISCUSSION/POSSIBLE ACTION ON SHERIFF'S REPORT OF THE JAIL AND UPDATE:** Major Bob Darby stated the new housing unit where the courtroom was is up and running. The only delay being they had to order more mats because the population is so high but as soon as the mats come in, they will start shifting people around. It doesn't increase the capacity of the jail because the jail is rated at the total size of the building but it allows us to move people around. The goal is to move the female workers who work in the kitchen into the new area to reward them for working 12-14 hours a day. There is a plan to start making bread to save money. They are finding ways to cut spending where they can but as far as space, there's nowhere to cut. Flanagan commended Darby for adding the flexibility with the fourteen beds. The jail is better than it's ever been as far as functionality and being able to take care of prisoners in the proper environment. Flanagan added it was done with the existing budget. Darby stated he spent about \$3,500.00 doing the remodel using inmate labor. DeLozier stated he sees the inmates working and it seems they are always busy. Discussion only.
- ITEM 9: DISCUSSION/POSSIBLE ACTION ON TRANSFER OF APPROPRIATIONS:** None presented.
- ITEM 10: DISCUSSION/POSSIBLE ACTION ON JUDGES' REPORTS:** None presented.

ITEM 11: DISCUSSION/POSSIBLE ACTION ON RATIFICATION OF PURCHASE ORDERS: Flanagan made a motion to approve and Conley seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Conley –aye, Griggs —aye. Motion carried.

ITEM 12: AGENDA ITEMS:

1. Update from Legal Counsel James Orbison with law firm of Riggs, Abney, Neal, Turpen, Orbison, and Lewis – No update.
2. Update from Certified Public Accountant Bill Turner, CPA –
 - Funding for Fiscal Year 15/16
 - Funding for Fiscal Year 16/17

Turner stated he spoke with Undersheriff Jon Sappington at the end of December. His concern is the DOC and we are down quite a bit from last year. The sales tax is up as well as Sheriff's fees. We are about \$24,000.00 down from where we were last year. Darby stated as soon as DOC inmates are sent here, they are gone within a week. DOC has changed their policy and as soon as the inmate is sentenced, they have 72 hours to notify DOC that they are ready for transport. There isn't much money being drawn off DOC. Darby stated until the normal population comes down, they can't pursue DOC inmates. It's the same thing with Cherokee Nation inmates. Turner stated what has helped is that sales tax and fees are up. If the spending continues as it has, we will be short. Darby stated they had stopped all major projects and are maintaining what they currently have. They are pursuing free or low cost equipment to bring into the jail from different sources. Turner stated jail medical is high and there is only \$57,000.00 left in that account for six months and could be an issue. Darby stated he thought they billed around \$34,000.00 per month. This year we would probably be fine and could do some transfers but next year could be a problem. Flanagan asked what the head count on personnel was for the jail. Darby stated they were fully staffed at 40 on payroll and hadn't increased since the first of the year. DeLozier stated he had concerns with the medical expenses. Darby stated the liability was off us and so far, they've only sent two people to the hospital and those two had pre-existing conditions. We aren't having to pay any outside medical expenses. Darby added there was the possibility of going from 7 day a week/24 hour coverage to maybe cut back one position. We are working toward an ACA accreditation. DeLozier asked if there was anything in the contract that we could try to renegotiate right now. Orbison stated he didn't have the contract in front of him. Flanagan stated it was good to discuss these issues now because we have six months to figure it out. Turner added that was one of the reasons Sappington wanted it on the agenda at this time. Discussion only.

3. Tour of Rogers County Jail facilities – Flanagan stated he wouldn't be able to attend and Conley agreed she wouldn't either. DeLozier stated there wouldn't be a quorum and we needed to adjourn the meeting before touring the jail.

ITEM 13: RECESS OR ADJOURNMENT: Burrows made a motion to adjourn and Flanagan seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Conley –aye, Griggs —aye. Motion carried at 10:05 AM.

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, January 5, 2016 at _____ p.m. and posted in the public display case near the front door entrance to the courthouse and on the county website.