

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, July 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 9:05 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, Mat Shockley, Mike Provence, and Bill Flanagan 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 Keith Crawford, Brenda Conley and Larry Griggs were absent.
- ITEM 3: APPROVAL/DISAPPROVAL OF THE MINUTES:** June 2, 2016 Meeting – Provence made a motion to approve and Shockley seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan – abstain, Shockley – aye, Provence – aye. Motion carried.
- ITEM 4: UNFINISHED BUSINESS:** None to present.
- ITEM 5: FINANCIAL STATUS UPDATE:** Unencumbered balance \$2,755,958.13 – No action taken.
- ITEM 6: DISCUSSION/POSSIBLE ACTION ON CASH FUND ESTIMATE OF NEEDS AND REQUESTS FOR APPROPRIATIONS:**
1. Total amount being requested on the May 2016 Cash Estimate of Needs and Request for Appropriations - \$252,686.02
- Criminal Justice M&O - \$237,647.02
 - DOC - \$15,039.00
- Flanagan made a motion to approve and DeLozier seconded. Roll Call: DeLozier –aye, Burrows – aye, Flanagan –aye, Shockley – aye, Provence – aye. Motion carried. County Clerk Robin Anderson stated the Treasurer brought down June's CFEN after the agenda was posted.
- ITEM 7: DISCUSSION/POSSIBLE ACTION ON SHERIFF'S REPORT OF THE JAIL AND UPDATE:** Undersheriff Jon Sappington stated the jail count was as low as 228 last week but currently are at 254 - 9 were arrested last night. There was a female who bit two of the officers and has now tested positive for Hepatitis C so those deputies are being sent to be evaluated. Sappington stated he wouldn't go into too much detail because the purchasing agent was in the room but they were hit with an unemployment bill of \$52,000.00 so the money that was saved to cover the medical costs went to that bill instead. DeLozier asked who usually paid the unemployment. Sappington stated maybe he had before but it's never been that much. Purchasing Agent Megan Jackson stated it has been billed quarterly in the past but was billed yearly this year. DeLozier stated everybody got hit with that. Sappington stated he was trying to use the Sheriff's office side to pay for the medical to make it up because we can't scratch from next year or else we are going to be in the same boat. No action taken.
- ITEM 8: DISCUSSION/POSSIBLE ACTION ON TRANSFER OF APPROPRIATIONS:** None presented.
- ITEM 9: DISCUSSION/POSSIBLE ACTION ON JUDGES' REPORTS:** None presented. DeLozier asked if there was a need for judges to come to the next meeting. If we need them here, they can be here. Sappington stated he had good communication with them with the jail overcrowding committee.
- ITEM 10: DISCUSSION/POSSIBLE ACTION ON RATIFICATION OF PURCHASE ORDERS:** Flanagan asked if TR meant transfer on the appropriation ledger and Ms. Jackson agreed it did. Flanagan made a motion to approve and Provence seconded. Roll Call: DeLozier –aye, Burrows – aye, Flanagan –aye, Shockley – 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 – No update.
 2. Update from Certified Public Accountant Bill Turner, CPA – No update.
 3. Discussion and possible action regarding Invoice #576200 \$306.25 from Riggs, Abney, Neal, Turpen, Orbison & Lewis for professional services – Burrows made a motion to approve and

- DeLozier seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Shockley – aye, Provence – aye. Motion carried.
4. Discussion and possible action regarding approval/disapproval of audit for FY 2014-15 – CPA Violet Kirkendall presented the audit. There was discussion about items from the audit. Flanagan stated he would abstain from voting as he has financial transactions with the firm. There was discussion about reserve money. Burrows made a motion to approve and Provence seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –abstain, Shockley – aye, Provence – aye. Motion carried.
 5. Discussion and possible action regarding engagement letter from Violet Kirkendall, CPA, PC with Hood and Associates for FY 2015 -16 – Burrows asked if there was anything different in this letter from prior years and Kirkendall stated there was not. Burrows made a motion to approve. Flanagan asked that he'd like to have this done sooner. Kirkendall stated they didn't get it until the end of February so that's what caused the delay. If they could get it from the accounting side sooner, as it's due by December 31, that would be helpful. DeLozier stated they need to get Turner sped up a bit. DeLozier seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –abstain, Shockley – aye, Provence – aye. Motion carried.

ITEM 12: RECESS OR ADJOURNMENT: DeLozier made a motion to adjourn and Burrows seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Shockley – aye, Provence – aye. Motion carried at 9:28 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, July 5, 2016 at 4:00 p.m. and posted in the public display case near the front door entrance to the courthouse and on the county website.