

## 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:** Wednesday, August 10, 2016 at 9:30 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 9:42 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, Brenda Conley, Larry Griggs, 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, Mat Shockley and Mike Provence were absent.
- ITEM 3: APPROVAL/DISAPPROVAL OF THE MINUTES:** June 9, 2016 Special Meeting and July 7, 2016 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: FINANCIAL STATUS UPDATE:** Unencumbered balance \$234,743.54. DeLozier asked if this was the balance as of today and Purchasing Agent Megan Jackson stated it was the balance as of July 31, 2016. Burrows made a motion to approve and Conley seconded. Roll Call: DeLozier – aye, Burrows –aye, Flanagan –aye, Conley – aye, Griggs – aye. Motion carried. Upon returning to this item, Flanagan stated there was a column on the account summary that he had a question about – the Total Unliquidated column. DeLozier stated that was the column that was encumbered but unpaid funds. **\*\*\*NOTE\*\*\*** At this time, DeLozier moved to Item 6.
- ITEM 5: DISCUSSION/POSSIBLE ACTION ON CASH FUND ESTIMATE OF NEEDS AND REQUESTS FOR APPROPRIATIONS:**  
1. Total amount being requested on the June 2016 Cash Estimate of Needs and Request for Appropriations \$232,525.91
- Criminal Justice M&O \$221,860.91
  - DOC \$10,665.00
- Flanagan made a motion to approve and Conley seconded. Roll Call: DeLozier –aye, Burrows – aye, Flanagan –aye, Conley – aye, Griggs – aye. Motion carried. **\*\*\*NOTE\*\*\*** At this time, Flanagan asked to return to Item 4.
- ITEM 6: DISCUSSION/POSSIBLE ACTION ON SHERIFF'S REPORT OF THE JAIL AND UPDATE:** Undersheriff Jon Sappington stated it had been a busy week. The current count is 269 which isn't bad considering the 16 arrests this week. There's 40 DOC inmates in custody right now contributing to the count. A few weeks ago during an intake, a firearm was located and as a result, we are working on changing the administrative search (strip search) policy. Sappington added that when he came into office, he met with Traveler's and at that time, there wasn't a Supreme Court ruling and Traveler's was big on reasonable suspicion. The Supreme Court later ruled if an inmate comes in and they are going into general population, they can go through a strip search. If they are isolated, reasonable suspicion is needed. If they are going to be released, a strip search isn't needed. Sappington stated he met with Brian Surber in the last couple of weeks and revamped the policy. In the same evening the firearm was located, two glass pipes were located as well. There has been a lot of contraband within the facility. The policy is written as basically if you're getting arrested and going back, you're getting strip searched. Sappington stated he created an Excel formula that shows the beginning balance, the balance after the first 30 days and it auto calculates to show what you're on pace for. It's only a thirty day snap shot but we were trending heavy. We had to buy a ton of mats but that's a one-time purchase. Burrows asked if the goal was to hang on to DOC inmates. Sappington stated he was trying to. DOC is experiencing turnover so now they are having to retrain. It stinks that we are sitting at 270 but we're making money. It may not last, but we'll take advantage of it while we can. No action taken.
- ITEM 7: DISCUSSION/POSSIBLE ACTION ON TRANSFER OF APPROPRIATIONS:** None presented.
- ITEM 8: DISCUSSION/POSSIBLE ACTION ON JUDGES' REPORTS:** None presented.
- ITEM 9: DISCUSSION/POSSIBLE ACTION ON RATIFICATION OF PURCHASE ORDERS:**  
Flanagan asked if we had a better handle on our health care contract. Sappington stated we had reduced it by \$3000.00 a month. They had a dentist they were contracting with who was coming down from Dallas every month. Now it's either pull it or deal with it when you get out. If there's an infection, they will get them antibiotics. That policy is used state-wide. The \$106K didn't get

properly encumbered last fiscal year. Essentially, we were hit with unemployment for \$50K which took funds that we had put back to pay for medical costs. July 1, Sappington told Pam Rue to initiate a PO to get medical paid and Sappington wrote a letter to the DA explaining what happened. Ms. Jackson stated the PO had been approved and paid. There was discussion about unemployment rates. Flanagan stated he felt like the government rates stays at 1%. Burrows made a motion to approve and Flanagan seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Conley – aye, Griggs – aye. Motion carried.

**ITEM 10: AGENDA ITEMS:**

1. Update from Legal Counsel James Orbison with law firm of Riggs, Abney, Neal, Turpen, Orbison, and Lewis – Orbison stated he had no update.
2. Update from Certified Public Accountant Bill Turner, CPA – Turner was absent and no update was presented.
3. Discussion and possible action regarding Invoice #577412 \$568.75 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, Conley – aye, Griggs – aye. Motion carried.
4. Discussion and possible action regarding Invoice #32243 from Hood & Associates, CPAs, P.C. for professional services rendered in connection with Audit services for time to date \$3,100.00 – Flanagan stated he would abstain as he has some financial transactions with the firm. DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –abstain, Conley – aye, Griggs – aye. Motion carried.
5. Discussion and possible action regarding reimbursement to General Government 20-200 for payment of Invoice #17993 to Burrows Agency for FY 2016-17 Policy Renewal \$95,022.00 – Conley made a motion to approve and Burrows seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Conley – aye, Griggs – aye. Motion carried.

**ITEM 11: RECESS OR ADJOURNMENT:** Conley made a motion to approve and Burrows seconded. Roll Call: DeLozier –aye, Burrows –aye, Flanagan –aye, Conley – aye, Griggs – aye. Motion carried at 9:57 AM.



(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 Thursday, August 4, 2016 at 9:30 a.m. and posted in the public display case near the front door entrance to the courthouse and on the county website.*