

**NOTICE OF SPECIAL MEETING**

BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA

**PLACE:** Commissioners Meeting Room, 1<sup>st</sup> Floor, Rogers County Courthouse  
200 S. Lynn Riggs Blvd, Claremore, OK 74017  
**DATE & TIME:** Tuesday, October 17<sup>th</sup>, 2017 at 9:00a.m.

**MINUTES**

**\*\*\* DISCUSSION ONLY ON THE FOLLOWING LISTED ITEMS ON THE AGENDA:**

**ITEM 1: CALL TO ORDER:** Commissioner Burrow called meeting to order @ 9:01.

**ITEM 2: ROLL CALL TO ESTABLISH QUORUM:** Roll call –Hendrix – present, Burrows – present. Quorum established and determined that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act.

**ITEM 3: AGENDA ITEMS:**

1. County Commissioners will be present at the courthouse staff meeting to discuss department updates, inform employees, exchange information, collaborate, and provide tools necessary to accomplish objectives. No Board action will be taken.
2. Presentation by Gracen Johnsen with Summit HR Consulting on Family Medical Leave Act (FMLA) Policies and procedures.
  - Power Point Presentation that details eligibility for FMLA Leave. Presentation will be available upon request in the County Clerk’s office with Jessica Haynes.

**ITEM 4: UPDATES BY DEPARTMENT:**

1. Assessor – 2017 year end will be sent to Treasurer Department for tax statements to go out to public.
2. County Clerk – Benefits Enrollment
3. Court Clerk – Not Present
4. Commissioner District #1 –Road Closures and Culvert Installations; Commissioner District #2 – Disaster Relief has been approved by FEMA for Winganon Causeway; Commissioner District #3 – Use Tax is up countywide due to surge in construction in Rogers County.
5. Election Board – Not Present
6. Emergency Management – LEPC Meeting will be November 3<sup>rd</sup> @ 12:00, Workshop for Local Emergency Planning scheduled for September 28<sup>th</sup>, NTC has opened rescue tower at Pryor campus for Fire Department Training.
7. Information Technology – No updates at this time
8. Judicial – Finishing up Jury Term
9. Maintenance – Not Present
10. OSU Extension – Not Present
11. Planning Commission – Building permits and Plats for new Developments are up.
12. Sheriff – Working on new security procedures for Courthouse and Courthouse Staff.
13. Treasurer – Not Present

**ITEM 5: RECESS OF ADJOURNMENT:** Commissioner DeLozier motioned to adjourn, second Commissioner Hendrix; Roll call – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

BOARD OF COUNTY COMMISSIONERS  
ROGERS COUNTY, OKLAHOMA

\_\_\_\_\_  
Commissioner, Dan DeLozier

\_\_\_\_\_  
Commissioner, Steve Hendrix

\_\_\_\_\_  
Chairman, Ron Burrows



By: \_\_\_\_\_  
Christine R. Kihega, Rogers County  
Commissioners Executive Assistant

*Notice of said meeting was filed in the Office of the County Clerk on **Thursday, October 12, 2017 at 4:22 pm.** and posted in the public display case near the front door entrance to the courthouse on Thursday, September 7<sup>th</sup>, 2017 at 4:22 p.m.*