

MINUTES OF COURTHOUSE STAFF MEETING

ROGERS COUNTY COURTHOUSE STAFF MEETING BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA

PLACE: Commissioners Meeting Room, 1st Floor, Rogers County Courthouse
200 S. Lynn Riggs Blvd, Claremore, OK 74017
DATE & TIME: Tuesday, June 18th, 2019 at 9:00am.

AGENDA

- ITEM 1:** **CALL TO ORDER:** Commissioner Hendrix called meeting to order @ 9:00
- ITEM 2:** **ROLL CALL TO ESTABLISH QUORUM:** Roll call DeLzoier – present, Hendrix – present, Burrows – present. *Quorum established.*
- Determine that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act.
- ITEM 3:** **ANNOUNCEMENTS:** No announcements.
- ITEM 4:** **NEW BUSINESS:** No new business.
- ITEM 5:** **AGENDA ITEMS:**
1. Discussion/Possible action on series – HR Tips from Grance’s Mailbox. – HR, Gracen Johnsen.
 - Employee handbook is being completed and will be rolled out in new fiscal year.
 - Travel reimbursement policy is being updated.
 - Employees will have compressed version of handbook and will be able to access online.*Discussion Only.*
- ITEM 6:** **UPDATES BY DEPARTMENT:**
1. Assessor – No new updates.
 2. County Clerk- End of Fiscal year closeout. Blanket PO’s need to be closed by June 30th. June 26th is cutoff for requisitions. All part time employees need to be paid through all of June. Tyler Technology training today.
 3. Court Clerk – Not Present
 4. Commissioner District #1 – Recovery from floods. Departments need to turn in a value of contents for Insurance.
 5. Commissioner District #2 – Recovering from flooding and mowing.
 6. Commissioner District #3 – Recovering from floods. Completed policy for self-insured workers’ comp.
 7. E-911 – Call volumes continue to rise.
 8. Election Board – Not Present.
 9. Emergency Management – FEMA is in area for public damage assessment.
 10. Information Technology – Work has begun on 2nd floor AV system upgrade. Network is secured. Band width has been increased. Has spoken with Directors and Elected Officials about employees who continue to stream news. Does not want to block IP Address. Any computers operating Windows 7 will need to upgrade.
 11. Judicial – Not Present
 12. Maintenance – Working on workorders and Election Board.
 13. OSU Extension – Had 25 kids at summer camp. District horse show starts Thursday. Flood recovery meeting had 35 attendees.
 14. Planning Commission – May had 49 permits for a total of \$9 million of added value to Rogers County. 217 inspections. Presented video of Sofidel project.
 15. Protective Orders – Pace has picked up. Intern will be working 1 day a week.
 16. Sheriff – All is well.
 17. Treasurer – June resale sold all 7 properties.
- ITEM 7:** **RECESS OR ADJOURNMENT:** Commissioner DeLozier motioned to adjourn, second Commissioner Hendrix; Roll call – DeLozier – Aye, Hendrix – Aye, Burrows – Aye @ 9:38am.

BOARD OF COUNTY COMMISSIONERS
ROGERS COUNTY, OKLAHOMA

Steve Hendrix, Chairman

Ron Burrows, Vice-Chairman

Dan DeLozier, Member



By: _____
Christine R. Kihega
Rogers County Commissioners
Executive Administrative Assistant

*Notice of said meeting was filed in the Office of the County Clerk on **Friday, June 14th, 2019 at 3:00 p.m.** and posted in the public display case near the front door entrance to the courthouse @ 3:00 p.m., Friday, June 14th, 2019.*