

**TULSA COUNTY CRIMINAL JUSTICE AUTHORITY
SALES TAX OVERVIEW COMMITTEE
MINUTES OF APRIL 29, 2019**

A meeting of the Tulsa County Criminal Justice Authority Sales Tax Overview Committee (STOC) was held on Monday, April 29, 2019, in the 2nd Floor Conference Room of David L. Moss Criminal Justice Center, 300 North Denver Avenue, Tulsa, Oklahoma at 2:00 p.m. Pursuant to the Open Meeting Law, the agenda was posted on April 22, 2019, 3:34 p.m.

Members Present

Robert Breuning, Tom Daniels, Kelly Doyle, Paul McCurtain, Joe Shelton, Dr. Donald Tyler, and Dan Witham

Members Absent

Maisha Cazenave, Kent Inouye, Erik Stuckey, Tommy Thompson, Pam Vreeland, and Richard Waite

Others Present

David Park, Jail Administrator, Sheriff's Office; Christina Morrison, Sheriff's Office, Diane Hamilton, Budget Office; and Sherry Langston

Call to Order

Chairman Dan Witham called the meeting to order at 2:01 p.m.

Approval of Minutes of Meeting of January 28, 2019

Witham called for discussion of the minutes; there was none.

Motion was made by Robert Breuning, seconded by Paul McCurtain to approve the January 28, 2019 minutes. Motion carried.

Aye:	Breuning, Daniels, Doyle, McCurtain, Shelton, Tyler and Witham
Nay:	None
Abstain:	None

Report and Possible Action Regarding Sales Tax Receipts and Disbursements – Diane Hamilton, Budget Office

The Budget Office submitted written reports. Diane Hamilton explained the changes in the Fiscal Office noting it is now the Budget Office and they are a part of the County Clerk's Office. Hamilton explained the sales tax is up for the year and that the reports provided include details pertaining to revenues, expenses for payroll and operations; she explained the Department of Corrections (DOC) litigation expenses and that meetings have taken place to discuss ways to track what the County has paid, what the Criminal Justice Authority (CJA) has paid, and the disclosures. Hamilton explained Tulsa County is the only county involved in the DOC litigation, as far as she knows. Hamilton explained the other lawsuit litigation expenses are separate from the DOC litigation. Christina Morrison explained the Black Creek upgrade is being funded from the County Contribution fund. Fund 3649 is revenue from the new sales tax revenue pertaining to the mental health pods; fund 2320 is the original sales tax revenue pertaining to the building of the jail. The STOC board has oversight of both sales tax revenues. Discussion ensued covering ways to improve the reports reflecting the revenue and expenses for the STOC board; Witham requested a clear delineation between the sales tax revenue between both sales tax receipts. Hamilton reviewed the medical and food expenses noting she would send a revised spreadsheet because she failed to expand the spreadsheet in-hand. Morrison explained expenses are encumbered through June because the auditor requires purchase orders to predate the expense being encumbered; she explained they operate on a cash basis. In response to Hamilton's question, if the Committee oversees the sales tax revenue for the Juvenile Center, Witham explained the STOC board does not perform that function.

Tulsa County Sheriff's Office Report – David Parker, Jail Administrator

David Parker explained a new antenna has been added to the pods. In response to Dr. Tyler's question if an estimate has been received for the roof repair, Morrison explained one has come in and it is \$1.6 million for removal of the existing roof and replacing with a new roof. In response to Witham's question about the building/maintenance fund, Morrison explained the excess funds are put in this fund and she appropriates from this account as needed according to the CJA priorities. Witham explained it looks strange and questions if it should be handled as it is. Joe Shelton noted it is being used as a suspend account. The auditors have not said anything about this account thus far, but it is confusing. Morrison explained the CJA would have to amend the priorities to create a fund that says where the monies are being spent. Hamilton noted it could be called a contingency account outside the 12 priorities. Morrison explained the CJA fund only covers a few of the expense accounts; the goal is to keep the history of the accounts intact. Hamilton and Morrison will discuss this further with Doug Wilson in relationship to the Interlocal Jail Financing Agreement.

Chairman's Report:

a. STOC Representation for the TCCJA Meetings of May 22, 2019, June 26, 2019, and July 24, 2019, Which Are Held Wednesdays at 8:30 a.m.

STOC members volunteering to represent the STOC committee at the upcoming TCCJA meetings are Dan Witham who will attend the meeting for May 22, 2019; Dan Witham who will attend the meeting for June 26, 2019; and Dr. Tyler who will attend the meeting for July 24, 2019.

Consider and Vote on Any Other Business to Come Before the STOC not Known About or Which Could Not Have Reasonably Been Anticipated at the Time of Posting of This Notice

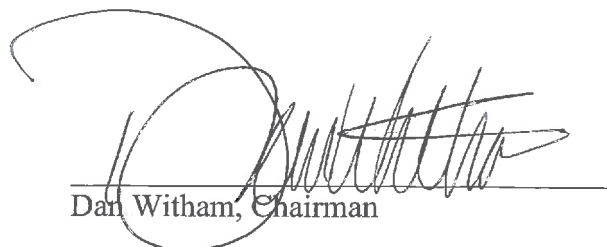
Witham explained Troy Zickefoose might be reappointed to the STOC committee by Trustee Burdge. In response to Dr. Tyler's question concerning why does a STOC member need to report monthly at the CJA meeting, Witham explained that was established according to the STOC by-laws.

Vote to Adjourn

Motion made by Dr. Tyler, seconded by Paul McCurtain to adjourn the meeting. Motion carried.

Aye: Breuning, Daniels, Doyle, McCurtain, Shelton, Tyler and Witham
Nay: None
Abstain: None

Meeting adjourned at 2:59 p.m.


Dan Witham, Chairman