

(Agenda of meeting was posted in the Courthouse Administration Lobby at 3:02 p.m. on Tuesday, September 9, 1997.)

**MANAGEMENT CONFERENCE**  
**September 11, 1997**

The Board of County Commissioners of Tulsa County met at 9:00 a.m., with the following members present: Robert N. Dick, Chairman, John Selph, Lewis Harris. Members absent: none. Others present: Bill Thompson, Pete Silva, Dave Hill, Clay Edwards, Wayne Carr, Terry Tallent, Linda Johnston, Ray Jordan, Scott Swindell, Jerry Griffin, Don Wilson, Dick Blakeley, Howard Lee, Mike Montgomery, Steve Kaiser, Dick Wheatley, and Pam Hayes.

Chairman called the meeting to order at 9:02 a.m., and the following business was transacted:

Thompson reported the jail population is at 868 today. He introduced Corrections Corporation of America (CCA) representatives, Montgomery, Kaiser and Wheatley, who are visiting with employees of the Sheriffs office to help with the transition of the new jails management from the Sheriffs office to CCA.

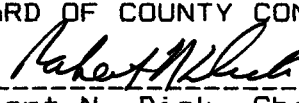
The Board continued their discussion regarding moving the Public Defenders office to the Pythian Building. Carr reported there will be a savings to the county if the lease on the property is paid in a lump sum on an annual basis rather than paying the lease monthly and earning interest on the remaining money. He advised he could prepare a budget amendment for the next Budget Board meeting. Hill said the courts will contribute \$56,000 this year and will encourage the Oklahoma Supreme Court to provide \$66,450 yearly for this purpose during the remaining four years of the contract. He added that Judge Jefferson Sellers is very supportive but cannot commit future judges and cannot guarantee the amount of future contributions from the courts. Motion was made by Harris, seconded by Selph, to approve the lease documents and authorize execution by the Chairman, subject to approval by the District Attorneys office. Upon roll call: Harris, yes; Selph, yes; Dick yes. Motion carried (CMF #165329). Buck Rudd, Edwards, Wilson, and Silva will organize the move of the Public Defenders office. Silva hopes to move 45 days from the date the contract is signed.

Swindell discussed the International Municipal Signal Association (I.M.S.A.) certification programs for work zone safety and traffic signs and markings which are linked to the Manual on Uniform Traffic Control Devices that Tulsa County has adopted as the standard for uniform traffic control. Swindell and Jordan discussed the effectiveness of the program and how it could be used to improve safety of our employees and the motoring public. They recommended Level I certification for most workers at an estimated cost of \$150 per employee and Level II training for some supervisors at an estimated cost of \$250 per employee. These costs would include materials and testing fees. Swindell said it may be possible to bring someone to Tulsa to do the training and share the cost with the City of Tulsa and/or other local municipalities. Motion was made by Dick, seconded by Selph, to approve the recommendation presented in Swindell's August 20, 1997 memorandum for I.M.S.A. certification programs for highway workers and supervisors involved in the signing and markings on Tulsa County roads. Upon roll call: Harris, yes; Selph, yes; Dick, yes. Motion carried. Dick asked Jordan to work with Tallent to negotiate a contract and schedule the programs. They will solicit other local municipalities for program participation and cost sharing.

Tallent discussed a training program offered by Jack Medina to prevent employee injuries and loss of work time. He reported Medina comes highly recommended and that the fee for a September 29 class would be considerably less than Medinas regular fees due to him already being scheduled to be in Tulsa on that date. The fee could be split among training budgets in the Personnel Division, Parks Division, Building Operations, and Highways. Tallent said he may also invite some Administrative Services employees and others who may benefit from the training. Selph suggested also asking the Sheriff if he would like to send any employees to the training. Motion was made by Selph, seconded by Harris, to approve the recommendation outlined in Tallent's September 9, 1997 memorandum for an employee training program to be presented September 29, 1997 by Jack Medina. Upon roll call: Harris, yes; Selph, yes; Dick, yes.

Meeting adjourned at 10:15 a.m.

BOARD OF COUNTY COMMISSIONERS

  
Robert N. Dick, Chairman

ATTEST:

  
Joan Hastings, County Clerk

(DETAILS OF THE ABOVE ARE AVAILABLE IN THE OFFICE OF THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS)