

(Agenda of meeting was posted in the Courthouse Administration Lobby at 9:15 a.m. on Tuesday, August 9, 1994) (Amended Agenda of meeting was posted in the Courthouse Administration Lobby at 3:00 p.m. on Wednesday August 10, 1994)

MANAGEMENT CONFERENCE
August 11, 1994

The Board of County Commissioners of Tulsa County met at 9:30 a.m., with the following members present: Lewis Harris, Chairman; Robert N. Dick. Members absent: John Selph. Others present: Stanley Glanz, Jerry Griffin, Bill Thompson, Leroy Jones, Buck Rudd, Wayne Carr, Linda Webber, Cathy Scott, Marshall Stewart, Manny Gamallo, Neal Kennedy, Clay Edwards, and Vera Carroll.

Chairman called the meeting to order at 9:34 a.m., and the following business was transacted:

Harris informed the Board that agenda item NB#1 and the Executive Session were being deferred until all Board members are present.

Thompson reported the jail is seriously overcrowded and the present inmate count is 906. He told the Board that the lowest figure this year exceeded the highest figure last year. He also said we can expect little relief from the Department of Corrections as they are experiencing similar crowding problems.

Edwards reported that the language of one sentence of the City-County Jail Management Contract needs to be agreed upon by staff assigned to work on the Contract and then it will be ready to present to the district attorney's office before submission to the Board.

Griffin reported on Courthouse Security as outlined in his July 28, 1994, memorandum to the Board. He stated it was more of an access request rather than having to do with security. Following discussion, motion made by Dick, seconded by Harris, to accept the recommendations as presented and instructed Webber to proceed with Honeywell proposal. Motion carried. (CMF# 153361)

Ron Fields briefed the Board regarding procedures for Whirlpool to obtain building permits. Motion made by Harris, seconded by Dick, to approve Fields' recommendations as outlined in his memorandum dated August 3, 1994, excluding the subject of fees which will be discussed at a later date. Motion carried. Fields will notify and work with Whirlpool officials on this subject. (CMF# 153431)

Motion made by Harris, seconded by Dick, to waive job description requirements as requested in Ray Jordan's August 5, 1994, memorandum and as also briefed to the Board. Motion carried.

Leroy Jones and Joan Hastings were present to brief the Board on the subject of Document Imaging and to request approval to utilize the services of Plangraphics, Inc. to assist in a study at an estimated cost of \$30,000 to \$35,000 as outlined in Jones' memorandum to the Board dated August 8, 1994. Also proposed is the formation of a project team consisting of representatives from the Treasurer, Assessor, County Clerk and MIS offices. Motion made by Harris, seconded by Dick, authorizing approval to proceed with the project as outlined. Motion carried.

Harris briefed the Board on the August 10 Amendment to the agenda declaring the subject to be an emergency. He stated he received a call from Chad Higgins, Director, Administrative Services, who informed him the State Election Board had contacted him regarding an emergency situation it faced and Higgins was present to brief the Board on the nature of the emergency and to request directions.

Higgins explained he received a request from the State Election Board inquiring if our print shop could take an off-load of work from Royal Printshop in Oklahoma City, which contracts with the State to print election ballots. Royal is behind schedule in printing ballots for the August 23 elections and the State is asking that we print 300,000 ballots for Oklahoma and Cleveland Counties. Higgins said they will need those by Monday, August 15th; his employees could do it by working overtime and it would not impact his regular duties. He informed the Board that Royal would be responsible for payment which would be eleven and a half cents per ballot plus overtime. Higgins requested Board approval to proceed with the State's request.

Motion made by Dick, seconded by Harris, authorizing approval of the request subject to the terms of the agreement being faxed to Royal and the agreement being signed by Royal Printing and Lance Ward of the State Election Board. Motion carried. Harris will work with Higgins on the wording of the agreement.

Jerry Jenkins and Andy Franks of INTEC Products, Inc. made a presentation which consisted of various products offered by their company. Franks explained some of the benefits of the products which include energy savings and environmental welfare. Motion by Dick, seconded by Harris, to authorize testing of the products for 90 days. Motion carried.

Rudd and Jordan will make recommendations on where to utilize these products on a test basis and Webber will work on purchasing considerations.

Meeting adjourned at 11:05 a.m.

BOARD OF COUNTY COMMISSIONERS


Lewis Harris, Chairman

ATTEST:


Joan Hastings, County Clerk

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