

MANAGEMENT CONFERENCE

August 17, 2000

The Tulsa County Board of County Commissioners met at 9:30 a.m., Thursday, August 17, 2000 in Room 315 of the Tulsa County Administration Building. Members present: Wilbert E. Collins, Sr. and Robert N. Dick. Members Absent: John Selph. Others Present: Jim Brandon, Wayne Carr, Brian Edwards, Clay Edwards, Ray Jordan, Buck Rudd, Chuck Torday, Linda Webber, Sherril Williams and Marsha Thompson.

Clay Edwards presented the item regarding courthouse space reassignment and allocations. He referred to his June 12, 2000 letter to the Board of County Commissioners wherein he recommended that the 8th and 9th floors of the Courthouse be approved for use by the District Attorney's Office (including outside rented areas except the Bogus Check section) and that all space presently occupied by the District Attorney's Office be assigned for courtrooms and related functions. Jim Brandon, representing the District Attorney, expressed concerns regarding access to the 8th and 9th floors because the office is a high traffic area. Commissioner Dick suggested that the Board look at designating the jail elevator as an employee only elevator for District Attorney employees. Buck Rudd stated that he has had preliminary discussions with Schindler Elevators Corporation regarding the feasibility of designating elevator cars #1 and #2 as express elevators to the 8th and 9th floors by replacing controls with solid-state modern technology which also would increase the speed and efficiency of the elevators. Schindler is in the process of developing cost figures to accomplish this recommendation. Dick stated that when we get to the RFP stage that options or add-ons include putting another elevator in the empty shaft that presently exists. Rudd stated that past traffic studies indicate that approximately 60% of the traffic goes to the 2nd and 3rd floors. Another feasibility question should be would a set of escalators in the breeze-way area servicing the 1st, 2nd, and 3rd floors reduce elevator traffic thus rendering more efficient elevator service. Moved by Dick seconded by Collins to approve the recommendation of reassigning and allocating to the 8th and 9th floors of the courthouse to the District Attorney's Office and reassigning space presently occupied by that office in the Courthouse to the courts and related functions. All other aspects of remodeling and renovation of the Courthouse will be slated for a future Management Conference.

Sherril Williams, Chairman of the Retirement Board, spoke to the issue of the Revised Military Service Policy #.06, which was approved in the January 20, 2000 Management Conference. Subsequently, employee concerns caused the Retirement Board to ask the District Attorney's Office for a formal opinion regarding the subject of military service credit being included to reach the Rule of 80. The Retirement Board voted to revise the military policy after hearing recommendations from the District Attorney's Office. The revision does not allow for military service credit to be used to meet the Rule of 80 nor for the 8-year vesting requirement. Dick clarified that after an employee elected to retire that military service credit would be used only to increase the retirement benefit. Collins clarified that when an employee leaves the County, goes into the military and then returns to employment with the County that military service credit would be applied to meet the Rule of 80. Williams indicated that the District Attorney's Office stated that the Resolution Establishing a Method and Procedure for Calculating Years of Service for A War Veterans Credit approved by Board of County Commissioners on April 9, 1990 would have to be amended in order for the Retirement Board to not allow military service credit to be applied to the Rule of 80. Williams further indicated that Section 2.C of Military Service Policy #.06 was further revised to specify that any military time credit given under any other retirement plan would not be used under the County's Retirement Plan. Moved by Dick, seconded by Collins to approve the Revised Military Policy #.06 as recommended by the Retirement Board with the instruction for Clay Edwards to prepare a resolution for Board of County Commissioners approval.

Linda Webber addressed the proposal for janitorial consulting services. She stated that the consultant division of FBG Service Corporation has offered to evaluate the County's present janitorial program at a charge of \$75.00 hour plus expenses with a cap not to exceed \$5,000.00. FBG suggested that the task could be completed in three days. FBG will evaluate current specifications to insure a match with desired results, review current work schedules and practices, review current staffing levels, survey all facilities, review equipment and chemical usage, prepare a computerized time study of facilities, and prepare final report with findings. Dick recommended that the 8th and 9th floors of the courthouse be included in the study. Moved by Dick, seconded by Collins that Purchasing enter into a letter agreement with FBG to provide janitorial consulting services.

Buck Rudd presented the request for reorganization of the Maintenance Section of Building Operations. This reorganization would afford the opportunity to reassign employees to two work crews, one electrical/general maintenance and the other plumbing. Thus, two lead men could monitor and control the work of the crews and alleviate some of the duties performed by the Building Operations Assistant Supervisor. The net financial result would be a \$24,000.00 per year savings. Collins clarified that this proposal would not affect the janitorial section. Moved by Dick, seconded by Collins to approve the reorganization of the Building Operations Maintenance Section.

The meeting adjourned at 10:05 a.m.

BOARD OF COUNTY COMMISSIONERS



Wilbert E. Collins, Sr., Chairman

ATTEST:


Joan Hastings, County Clerk

(DETAILS OF THE ABOVE ARE AVAILABLE IN THE OFFICE OF THE COUNTY CLERK.)