

(Agenda of meeting was posted in the Tulsa County Administration Building Lobby at 11:17 a.m. on Tuesday, November 21, 2000.)

MANAGEMENT CONFERENCE
November 30, 2000

The Tulsa County Board of County Commissioners met at 10:00 a.m., Thursday, November 30, 2000 in Room 315 of the Tulsa County Administration Building. Members present: Wilbert E. Collins, Sr., Robert N. Dick and John Selph. Members Absent: None. Others Present: Judge David Peterson, Wayne Carr, Carol Crowson, Brian Edwards, Clay Edwards, Jonie Firestone, Linda Johnston, Ray Jordan, Buck Rudd, Terry Tallent, Conley Tunnell, Terry West, Mike Henry, Shane Henry, Susan Hylton and Melody Bishop.

Mike Henry of Henry Family Investments (HFI) presented the School Bus Shelter Program which is designed to install and provide shelters for children to utilize while waiting for their school buses each day. The program is funded by advertising and would be provided at no cost to Tulsa County. A market test in the Tulsa area, specifically in Collinsville and Mannford, has been completed and it is determined that there is adequate advertising to support the program. He requested the use of Tulsa County right-of-way easements for the location of such shelters for a period of ten years. Motion made by Selph, seconded by Dick, to approve the concept contingent upon receipt of a written contract from HFI identifying the proposed sites for formal action by the Board. Upon roll call: Selph, yes; Dick, yes; Collins, yes.

Tunnell presented the Juvenile Bureau's request for additional office space. Based on an assessment conducted approximately two years ago funded by the Department of Human Services, the OK Supreme Court and the Oklahoma Commission on Children and Youth regarding the number of cases heard by the judicial officers of the Tulsa County Juvenile Bureau, Judge Peterson assigned a committee to not only review that assessment but to also look at all dockets within the judicial district. The Committee's findings were that another judge was needed. This appointment will be effective January 1, 2001 thus making it necessary for another hearing room. Tunnell proposed that a modular building be located at the south door. A turnkey modular building with heating and air conditioning can be acquired for approximately \$20,000. This cost would not include utilities, engineering and necessary MIS services, i.e. computer and telephone relocation or renovation in the Bureau itself. The clerical staff would be moved to the modular building and the vacated space would be converted to chambers, a hearing room and space for a minute clerk, bailiff and court reporter. Motion made by Dick, seconded by Selph, to approve the proposal to provide additional office space. Upon roll call: Selph, yes; Dick, yes; Collins, yes.

Tallent presented the request to change the name of the Personnel Division to the Human Resources Division. He referred to his memo of October 25, 2000 wherein he delineated the rationale for the request, namely to provide a more contemporary place of business. Tallent will bring back to the Board at a later date a comprehensive plan of his recommendations along with a timeline and cost factors to get to the point of a true Human Resources department.

Tallent presented the website enhancement project with reference to his memo of October 25, 2000. The project would establish an employment opportunity job site at the County's web page. CompuLogics, a current contractor, would design the web page. The project will take a total of 51 hours of personnel services and Personnel would be billed at \$50 an hour for 45 hours, for a total cost of \$2,250. Motion made by Selph, seconded by Dick, to approve this website enhancement project. Upon roll call: Selph, yes; Dick, yes; Collins, yes.

Tallent and Johnston presented the request for a salary program exception to allow for a salary increase for the Pharmacist at the Social Services pharmacy. The incumbent, Catherine Gee, has been employed with Tulsa County for five years and has made significant contributions to the efficiency and professionalism in the operation of the pharmacy. A salary survey indicates the County's salary is considerably below the market of public institutions and significantly below that in a retail or hospital setting. Tallent believes that a five percent salary exception would help reduce the likelihood of Gee leaving our employment. Motion made by Dick, seconded by Selph, to approve a salary program exception allowing a five percent increase to the Social Services pharmacist on her anniversary month. Upon roll call: Selph, yes; Dick, yes; Collins, yes.

Tallent gave an update on the activities to fill the Inspections Director vacancy. The vacancy has been advertised in state, local, and Joplin, MO newspapers and with contacts known to him and Ray Jordan. A number of responses have been received, most of them not credible candidates. Of the five responses considered credible, three of the candidates have removed themselves from consideration. Reference checks are in process on the other two who appear to be well qualified. Personnel is experiencing difficulties in finding a match with the licensing, managerial and flood plain management requirements. Collins expressed his thoughts around this vacancy, the possible placement of Inspections under Engineering, and other vacancies anticipated as a result of the successful A4 to Fix the County campaign. Dick expressed that this concept has his interest. He further stated that a meeting needs to be convened to discuss all these issues and the whole Engineering role as well as the Inspections area. Selph expressed that there may be some merit in reorganizing Inspections and placing it under Engineering. A special Management Conference meeting will be scheduled within two weeks to address all of these issues.

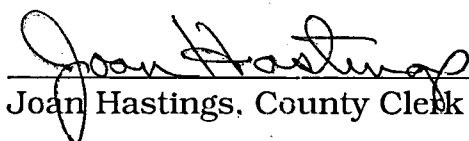
The meeting adjourned at 11:13 a.m.

BOARD OF COUNTY COMMISSIONERS



Wilbert E. Collins, Sr., Chairman

ATTEST:



Joan Hastings, County Clerk