

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at www.tulsacounty.org on September 20, 2024 at 9:10 a.m.)

MINUTES
Monday, September 23, 2024

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m., with the following members present: Commissioner Kelly Dunkerley, Commissioner Karen Keith, Commissioner Stan Sallee. Others present: County Clerk Michael Willis.

Stan Sallee, Chairman, called the meeting to order at 9:30 a.m., and the following business was transacted:

II. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Early Settlement, Election Board, Engineers, Highways, Human Resources, Information Technology, Inspections, Parks, Social Services, Procurement, Assessor, County Clerk, Court Clerk, Sheriff, Treasurer, District Attorney, Drainage District #12, Expo Square, Juvenile Justice, OSU Extension, Presiding Judge, River Parks Authority, Tulsa Area Emergency Management Agency, Public Defender, Chief Deputies and County Commissioners

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The departments with information gave a report.

III. AWARD PRESENTATION

A. Golden Driller Award - Employee Appreciation and Award Presentation

Chairman, Stan Sallee presented Megan Blackford with the Golden Driller Award for her service to Tulsa County above and beyond the call of duty as interim Parks Director from 6/28/2024 through 9/23/2024

IV. MINUTES

A. Board of County Commissioner's Meeting of September 16, 2024

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

V. UNFINISHED BUSINESS

A. Bid Openings

1. Social Services - Social Services Building Foundation Repair

- a. Myers-Cherry Construction LLC (Clerk's Misc. File No. 20241816)
- b. Voy Construction LLC (Clerk's Misc. File No. 20241817)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to Social Services and Procurement for analysis, review and recommendation on September 30, 2024. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. TC Departments - Temporary to Hire Staffing

- a. 22nd Century Technologies, Inc. (Clerk's Misc. File No. 20241818)
- b. A&A Associates, Inc. (Clerk's Misc. File No. 20241819)
- c. Archon Resources, LLC (Clerk's Misc. File No. 20241820)

- d. Beatty's Services, Inc., bid rejected due to affidavits not being correctly executed (Clerk's Misc. File No. 20241821)
- e. Cogent Infotech Corporation (Clerk's Misc. File No. 20241822)
- f. Compunnel Software Group, Inc., dba Compunnel Inc. (Clerk's Misc. File No. 20241823)
- g. Diskriter, Inc., bid rejected due to no bid form submitted (Clerk's Misc. File No. 20241824)
- h. eNcloud Services, Inc. (Clerk's Misc. File No. 20241825)
- i. Express Services, Inc., dba Express Employment Professionals (Clerk's Misc. File No. 20241826)
- j. Info Way Solutions LLC (Clerk's Misc. File No. 20241927)
- k. The Key Group, Inc., dba Key Personnel, bid rejected due to no addendum acknowledgment submitted (Clerk's Misc. File No. 20241828)
- l. Mobile Health Team Inc. (Clerk's Misc. File No. 20241829)
- m. Management Recruiters of Fort Worth-SW, L.P., dba Siter-Neubauer & Associates (Clerk's Misc. File No. 20241830)
- n. Part Time Pros, LLC dba ProRecruiters (Clerk's Misc. File No. 20241831)
- o. Select Staffing LLC dba Shirley's Employment Services (Clerk's Misc. File No. 20241832)
- p. Talantage, LLC (Clerk's Misc. File No. 20241833)
- q. Tryfacta, Inc. (Clerk's Misc. File No. 20241834)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to refer the bids to TC Departments and Procurement for analysis, review and recommendation on September 30, 2024. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

- B. Bid Award & Recommendation - (Administrative Services) - Print Cartridges to The Tree House, Inc., the lowest and best bid received, for six months beginning 10/7/2024 (Clerk's Misc. File No. 20241777)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve the bid award. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

- C. Amendment - (Parks) - #4 to the bid for Food Service Requirements awarded to Ben E. Keith Foods, CMF #20203015, renewed annually with the most recent renewal on 9/18/2023, CMF #20231592, for an additional one-year period beginning 12/10/2024 (Clerk's Misc. File No. 20241778)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

- D. Requests for Approval

- 1. Engineers - correction of CMF #20241688, approved on September 9, 2024, acceptance of an easement for CLLA-31, which was mistakenly identified as CLLA-524, due to a scrivener's error (Clerk's Misc. File No. 20241779)
- 2. Parks - Tulsa Public Schools, to correct a scrivener's error which was mistakenly submitted to the BOCC with an event fee of \$200, when in fact the agreed-upon fee was \$450, for Cross Country Races at O'Brien Park Field #4, Golf Course, approved on 9/16/2024, CMF #20241763 (Clerk's Misc. File No. 20241780)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

VI. ACTION ITEMS

- A. Memorandum of Understanding - (Sheriff) - City of Tulsa, for the Edward Bryne Memorial Justice Assistance Grant (JAG) in which Tulsa County will receive \$16,441, for Law Enforcement purposes (Clerk's Misc. File No. 20241781)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Requests for Approval

1. Human Resources:

- a. of Tulsa County Policy, Paid Jury Duty Time for Full-Time Regular Employees (TCP 107-E) (Clerk's Misc. File No. 20241782)
- b. of Tulsa County Policy, Paid Personal Time for Full-Time Regular Employees (TCP 107-B) (Clerk's Misc. File No. 20241783)
- c. of Tulsa County Policy, Paid Vacation Time for Full-Time Regular Employees (TCP 107-C) (Clerk's Misc. File No. 20241784)
- d. of Tulsa County Policy, Reasonable Accommodation of Employees & Applicants with Disabilities (TCP 124) (Clerk's Misc. File No. 20241785)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. Sheriff, for Major John Bryant to retain peace officer status, retired, with full rights as authorized under Oklahoma Title 19, §553 and §554 and to retain his badge, service weapon and body armor and to retain and wear a long sleeve uniform shirt, pants, Ike jacket, hat and tie which would display the retired tab on the shoulder patch (Clerk's Misc. File No. 20241786)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the request for approval. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- C. Resolution - (Engineers) - Oklahoma Department of Transportation, for Tulsa County to participate in the FY25 County Road Machinery and Equipment Revolving Fund (Clerk's Misc. File No. 20241787)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

D. Agreements

1. Board of County Commissioners:

- a. Lorena Martin, to purchase real property described as Lots Twelve (12) and Thirteen (13), Block 'D', JOE SUBDIVISION, Tulsa County, State of Oklahoma, according to the recorded Plat No. 451, in the amount of \$75,000 (Clerk's Misc. File No. 20241788)
- b. City of Sand Springs, ARPA Supplemental Subrecipient Agreement to provide funding for the extension of a sanitary sewer system from the City of Sand Springs to the Berryhill Schools, approved on 1/1/2023, CMF #20230098 in the amount of \$2,700,014 (Clerk's Misc. File No. 20241789)

- c. Family Caregiver Assistance LLC, for ARPA Supplemental Subrecipient Agreement, for funding to provide workforce training and economic assistance in the healthcare sector in the amount of \$200,000, approved on 6/5/2023, CMF #20230887, and a recommendation for additional funding in the amount of \$50,000 approved on 8/26/2024, in the amount of \$50,000, bringing the total not-to-exceed amount to \$250,000 (Clerk's Misc. File No. 20241790)
- d. Indian Nations Council of Governments (INCOG) - Community Development Block Grant (CDBG) Urban County:
 - 1) BA Neighbors Senior Complex Outreach, to allocate funds in the amount of \$8,946, through 5/31/2025 (Clerk's Misc. File No. 20241791)
 - 2) Broken Arrow Neighbors Outreach, to allocate funds not to exceed \$22,824, from 7/1/2024 through 5/31/2025 (Clerk's Misc. File No. 20241792)
 - 3) Broken Arrow Seniors, to allocate funds not to exceed \$27,000, from 7/1/2024 through 5/31/2025 (Clerk's Misc. File No. 20241793)
 - 4) Caring Community Friends, Inc., to allocate funds not to exceed \$20,000, from 7/1/2024 through 5/31/2025 (Clerk's Misc. File No. 20241794)
 - 5) Child Advocacy Network, to allocate funds not to exceed \$20,500, from 7/1/2024 through 5/31/2025 (Clerk's Misc. File No. 20241795)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

- e. TAEMA, for Robin Hausner Demolition, LLC for demolition Contractor Voluntary Buyout Program approved on 8/26/2024, CMF #20241586, for demolition services for the VBP program; in the amount of \$54,545.75 (Clerk's Misc. File No. 20241796)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - None. No - None. Abstain - None. Motion carried.

- 2. Inspections - Granicus, LLC, for SmartGov software subscription and support; cost of \$30,831, through 6/30/2025 (Clerk's Misc. File No. 20241797)
- 3. IT - Workday, Inc., for Adaptive Planning Administrator Training for ten users; cost of \$7,500 (Clerk's Misc. File No. 20241798)
- 4. Parks - World Acceptance Corporation, for a company picnic at Chandler Park Reception Room, Kitchen, and Gym on 10/12/2024, from 12:00 p.m., to 3:00 p.m.; fee of \$725 (Clerk's Misc. File No. 20241799)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Saltee. No - None. Abstain - None. Motion carried.

E. Inventory Resolutions:

- 1. Assessor, asset transfer to Sheriff; computer equipment (Clerk's Misc. File No. 20241800)
- 2. District Attorney, asset disposal; junked Dell Laptop Cto 5580 (Clerk's Misc. File No. 20241801)
- 3. Engineering/Highway, asset disposal; sold vehicles and equipment (Clerk's Misc. File No. 20241802)

4. Juvenile Bureau, asset disposal; junked electric fans and laptop (Clerk's Misc. File No. 20241803)

5. Parks, asset disposal; junked small tools (Clerk's Misc. File No. 20241804)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

F. Utility Permits - Engineers:

1. Cox Communications, for the cross and parallel of S. 65th W. Ave., approximately 0.39 mi. S. of the 65th W. Ave., and W. 51st St. S. junction (Clerk's Misc. File No. 20241805)

2. ONE Gas, Inc.

a. for the crossing of S. 185th W. Avenue, approximately 3.76 mi. S. & 1.65 W. of the SH 51 & Creek Tpk. junction (Clerk's Misc. File No. 20241806)

b. for the crossing of S. Yale Ave., approximately 2.41 mi. S. & 2.01 W. of the US 64 & SH 67 junction (Clerk's Misc. File No. 20241807)

3. Okmulgee Rural Water District #6, for the crossing of 171st St. S. approximately 0.1 mi. W. of the 171st St. S. & Sheridan Rd. junction (Clerk's Misc. File No. 20241808)

G. Travel/Training

1. Board of County Commissioners, for James Rea to attend Tulsa Regional Chamber of Commerce's InterCity visit in Detroit, MI, from 10/6-9/2024; cost of \$1,639 (Clerk's Misc. File No. 20241809)

2. Human Resources, for Xai Xiong and Peter Xiong to attend the Consolidated Administrative Services (CAS) Conference in Little Rock, AR, on 10/3/2024; cost of \$100 (Clerk's Misc. File No. 20241810)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the travel training. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

H. Claims

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

I. Blanket Purchase Orders and Emergency Purchase Orders

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

J. Juvenile Detention Home Update - to Accept and File (Clerk's Misc. File No. 20241811)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to accept and file the Juvenile Detention Home Update. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

K. Executive Session - District Attorney:

1. Andrew Higginbotham - TAEMA Voluntary Flood Acquisition Program – VBP #977, Destiny Huddleston, I am requesting that the above matter be set for Executive Session at the September 23, 2024, meeting of the Board of County Commissioners. Pursuant to 25 O.S. § 307(B)(3), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning possible official action regarding the purchase or appraisal of real estate.

2. Andrew Mihelich

- a. Earnestine Akbar Workers' Compensation Cases, Pursuant to 25 O.S. 307(b)(4). I am requesting these matters to be discussed in Executive Session between the Board and its attorney, Mr. Jay McAtee for the purpose of confidential communications concerning a pending WC claim, to-wit: *Earnestine Akbar, Workers' Compensation Case CM3-2022-07252N*. Disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest.
- b. Tanner Chronister Workers' Compensation Cases, Pursuant to 25 O.S. 307(b)(4). I am requesting these matters to be discussed in Executive Session between the Board and its attorney, Mr. Jay McAtee for the purpose of confidential communications concerning pending a WC claim, to-wit: *Tanner Chronister, Workers' Compensation Case CM3-2023-03042Y*. Disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest.
- c. Brandon Hendrix Workers' Compensation Case (*CM-20-04436H*), On behalf of Jay McAtee, I am requesting that the above matter be set for Executive Session at the regular meeting of the Board of County Commissioners on Monday, September 23, 2024. Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Brandon Hendrix- Worker's Compensation Claim, Case CM-20-04436H*. Disclosure of the details of which its attorney advises would seriously impair ability of the Board to proceed in the public interest.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to go into Executive Session. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:55a.m.

Motion made by Kelly Dunkerley, seconded by Karen Keith, to reconvene the regular meeting at 10:05 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

L. Discussion and Possible Action Regarding Executive Session Items

1. TAEMA Voluntary Flood Acquisition Program – VBP #977, Destiny Huddleston (Clerk's Misc. File No. 20241812)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to go forward with the offer to purchase the property with the Voluntary Buyout Program (VBP) up to the amount discussed in Executive Session, to-wit: TAEMA Voluntary Flood Acquisition Program - VBP #977, Destiny Huddleston. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. Earnestine Akbar, Workers' Compensation Case (CM3-2022-07252N) (Clerk's Misc. File No. 20241813)
3. Tanner Chronister, Workers' Compensation Case (CM3-2023-03042Y) (Clerk's Misc. File No. 20241814)
4. Brandon Hendrix, Workers' Compensation Case (CM-20-04436H) (Clerk's Misc. File No. 20241815)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to grant settlement authority to Jay McAtee up to the amount discussed in Executive Session, to-wit: Earnestine Akbar, Workers' Compensation Case (CM3-2022-07252N), Tanner Chronister, Workers' Compensation Case (CM3-2023-03042Y), Brandon Hendrix,

Workers' Compensation Case (CM-20-04436H). Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

VII. NEW BUSINESS

In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

There was no new business.

VIII. ADJOURN

Motion made by Stan Sallee, seconded by Kelly Dunkerley, to adjourn the meeting. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Stan Sallee, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk