

(Agenda of meeting was posted outside of the Tulsa County Headquarters Building and on the Tulsa County website at [www.tulsacounty.org](http://www.tulsacounty.org) on August 29, 2024 at 4:41 p.m.)

MINUTES  
Tuesday, September 3, 2024

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 8:30 a.m., with the following members present: Commissioner Kelly Dunkerley, Commissioner Karen Keith and Commissioner Stan Sallee. Others present: County Clerk Michael Willis.

Stan Sallee, Chairman, called the meeting to order at 8:30 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. PLEDGE OF ALLEGIANCE

Undersheriff George Brown led the Pledge of Allegiance.

IV. MINUTES

A. Board of County Commissioner's Meeting of August 26, 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. Addendum - Administrative Services - #1 to the Request to Advertise for Print Cartridges, CMF #20241529, set to open 9/9/2024, to provide answers to vendor questions (Clerk's Misc. File No. 20241631)

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. Amendments

1. Administrative Services - to the agreement with JD Young, CMF #20241606, to correct the \$225 quarterly maintenance and service fee to monthly of \$225 (Clerk's Misc. File No. 20241632)
2. Engineers - #1 to the Qualifications for On-Call Engineering Services for Road & Bridge Construction from CEC Corporation, Garver LLC., Guy Engineering, Hudson Prince Engineering & Inspection, PLLC, Keithline Engineering Group, PLLC, Kimley-Horn and Associates, Inc, Marquardt Engineering, PLLC, Meshek & Associates, LLC, Professional Engineering Consultants, PA, and Walter P Moore, CMF #20231672, to revise the rate schedules of the original award with Guy Engineering Services, Inc.; Hudson Prince Engineering & Inspection, PLLC;

Keithline Engineering Group, PLLC; Kimley-Horn and Associates, Inc.; Meshek and Associates, LLC; and Walter P Moore (Clerk's Misc. File No. 20241633)

3. Parks - #1 to the agreement with ArenaServe, LLC, CMF #20203091, most recent renewal, CMF #20241069, to modify Section 5.C. Beverage Carts (Clerk's Misc. File No. 20241634)

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

## VI. ACTION ITEMS

- A. Memorandum of Understanding - (Sheriff) - U.S. Department of Justice, Drug Enforcement Agency, for FY 2025 Asset Forfeiture Sharing, HIDTA Task Force Group 1 (Tulsa-Metro) (Clerk's Misc. File No. 20241635)

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. Budget Division:

- a. of TCIA Juvenile Justice Capital Improvement 16 Construction Fund  
Payments: (Clerk's Misc. File No. 20241636)  
Creditor: Custom Technologies Plus Electric; Fund: 505; Item: Invoice #7073;  
Purpose: Replacement of the existing swing gate operator and loops; Amount  
Paid: \$8,125.70

Creditor: DSK Investments LLC; Fund: 505; Item: Invoice #2401764; Purpose:  
To pay for the installation of ornamental slide gate; Amount Paid: \$14,989

- b. of Vision 2025 Earned Interest Transfers at the Bank of Oklahoma (Clerk's Misc. File No. 20241637)

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.

2. Human Resources - of Tulsa County Policy TCP 2113, Court Services employees requirement to promptly report any newly occurring instance of their arrest, charge, entering a plea, and/or being convicted of an illegal act while employed by the Division (Clerk's Misc. File No. 20241638)

#### 3. Parks - of donations:

- a. from NatureWorks, Inc., of the Tulsa Herd First Family of Bison installed at LaFortune Park; value \$215,000 (Clerk's Misc. File No. 20241639)
- b. from QuikTrip Corporation, of QT Gift cards for the Art in the Park event on 9/14/2024; value \$250 (Clerk's Misc. File No. 20241640)

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

- C. Resolution - (Inspections) - amending Floodplain Management Rules previously adopted by Tulsa County for updated Flood Insurance Rate Maps (FIRM), effective 9/12/2024 (Clerk's Misc. File No. 20241641)

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. Oklahoma and Healthy Minds Policy Initiative, LLC, to conduct a community mental health assessment necessary to address the opioid epidemic in Tulsa County. The term of this agreement shall begin upon approval and remain in effect until the work described is complete; cost \$75,000 (Clerk's Misc. File No. 20241642)
  - b. Tulsa City-County Library, ARPA Beneficiary, in the amount of \$300,000, CMF #20241629, to provide capital funding for HVAC expenses at library facilities to address COVID mitigation in public buildings (Clerk's Misc. File No. 20241643)
2. Human Resources - Samsara, Inc., for fleet tracking hardware, software and licenses; cost \$25,920 (Clerk's Misc. File No. 20241644)
3. Parks:
  - a. All Tomorrows Prairies, to provide concessions at all Tulsa County Parks, from 9/1/2024 through 8/31/2025; plant vendor fee as outlined in Park's fee schedule (Clerk's Misc. File No. 20241648)
  - b. Cox Radio, LLC, for the KRMG Stories of Light Make-A-Wish Fundraiser at LaFortune Park Baseball Parking Lot, from 11/18-22/2024; fee \$750 (Clerk's Misc. File No. 20241649)
  - c. D'Cannella Chimney Cake, LLC, to provide concessions at LaFortune Park baseball parking lot, from 9/3/2024 through 10/2/2024, fee \$100 (Clerk's Misc. File No. 20241650)
  - d. Goodwill Industries of Tulsa, Inc., for an employee picnic at Chandler Park recreation center, from 9:00 a.m. to 4:00 p.m. on 9/27/2024 and 12/20/2024; fee \$1,050 (Clerk's Misc. File No. 20241651)
  - e. HayDay Coffee, for concessions at LaFortune Park, from 11:00 a.m. to 1:00 p.m. on 9/14/2024; fee \$50 (Clerk's Misc. File No. 20241652)
  - f. Nothing Bundt Cakes, to provide concessions at LaFortune Park, from 11:00 a.m. to 1:00 p.m. on 9/14/2024; fee \$35 (Clerk's Misc. File No. 20241653)
  - g. Sanctuary Gardens, to provide concessions at all Tulsa County Parks, from 9/9/2024 through 9/8/2025; plant vendor fee as outlined in Park's fee schedule (Clerk's Misc. File No. 20241654)
  - h. The Leukemia & Lymphoma Society, Inc., for a patient education program at LaFortune Park reception room, from 9:00 a.m. to 2:00 p.m. on 10/5/2024; fee \$530 (Clerk's Misc. File No. 20241655)
  - i. Tulsa Crime Prevention Network, for the BBQ and Badges Fundraiser at Chandler Park, from 4:00 p.m. to 10:00 p.m. on 9/13 & 14/2024, supporting local law enforcement (Clerk's Misc. File No. 20241656)
  - j. Vintagewareables, to provide concessions at all Tulsa County Parks, from 9/9/2024 through 9/8/2025; art/plant vendor fee as outlined in Park's fee schedule (Clerk's Misc. File No. 20241657)
  - k. Wild Roots, to provide concessions at all Tulsa County Parks from 9/9/2024 through 9/8/2025; art/plant vendor fee as outlined in Park's fee schedule (Clerk's Misc. File No. 20241658)

- l. The ToGoBox, to provide concessions at Chandler Park from 10:00 a.m. to 1:00 p.m. on 9/7/2024; fee \$50 (Clerk's Misc. File No. 20241659)
  - m. Tulsa Adventist Academy, for use of the NE Pavilion at LaFortune Park to hold a Community Outreach event from 8:30 a.m. to 2:00 p.m. on 10/5/2024; fee \$450 (Clerk's Misc. File No. 20241660)
4. Juvenile Detention:
- a. Comanche County, to provide additional capacity for the Tulsa County Juvenile Detention Home should it be necessary (Clerk's Misc. File No. 20241645)
  - b. Creek County, to provide additional capacity for the Tulsa County Juvenile Detention Home should it be necessary (Clerk's Misc. File No. 20241646)
  - c. ROCMD Area Youth Services, Inc., of Craig County, to provide additional capacity for the Tulsa County Juvenile Detention Home should it be necessary (Clerk's Misc. File No. 20241647)

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. Requests to Advertise for Qualifications - (Board of County Commissioners) - Architect and Engineering Services for the Tulsa County OSU Extension Building (Clerk's Misc. File No. 20241661)

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

- F. Sole Source - (Inspections) - Granicus, LLC, for SmartGov, a Granicus, LLC, configurable cloud-based licensing and permitting software product. Granicus is the sole provider of the software, SmartGov, and the only company authorized to provide maintenance, updates, and support (Clerk's Misc. File No. 20241662)

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.

- G. Utility Permits - Engineers:

1. Cox Communications:

- a. for the cross and parallel of 184th W. Ave., approximately 0.1 mi. N. of the 184th W. Ave. and W. 35th St. junction (Clerk's Misc. File No. 20241663)
- b. for the cross of 271st W. Ave., approximately 0.55 mi. N. of the 271st W. Ave. and W. 51st St. junction (Clerk's Misc. File No. 20241664)
- c. for the cross of W. Coyote Trl., approximately 0.15 mi. E. of the W. Coyote Trl. and S. Dip Creek Rd. junction (Clerk's Misc. File No. 20241665)

2. ONE Gas, Inc.:

- a. for the crossing of S. 65th W. Ave., approximately 1.45 mi. W. and 0.51 mi. N. of the US 244 and SH 344 junction (Clerk's Misc. File No. 20241666)
- b. for the crossing of E. 101st St. N., approximately 1.5 mi. S. and 0.45 mi. W. of the US 169 and SH 20 junction (Clerk's Misc. File No. 20241667)

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.

3. Okmulgee County Rural Water District #6, for the crossing of S. Sheridan Rd., approximately 0.1 mi. N. of the E. 211th St. S. & S. Sheridan Rd. junction (Clerk's Misc. File No. 20241668)

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.

#### H. Claims

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 Saltee. No - None. Abstain - None. Motion carried.

#### I. Payroll claims - Biweekly for 8/10-23/2024

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 Saltee. No - None. Abstain - None. Motion carried.

#### J. 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 Saltee. No - None. Abstain - None. Motion carried.

#### K. Consideration and Approval of Construction Program Payments

1. Vision 2025 (Clerk's Misc. File No. 20241669)

Creditor: Interstate Products, Inc.; Trust # 094026-K3; Item: 10,537-PJ1579 - Chandler Misc. Improvements; Purpose: Inv #17608 Chemical Storage Containers; Amount Paid: \$18,477.70

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

#### L. Juvenile Detention Home Update for August 21-28, 2024 (Clerk's Misc. File No. 20241670)

David Parker gave the following update:

- Time out and Procedure Associated Policy: We have initiated an intensive quality review process regarding our policy and procedure for resident “time out” practices. Staff have begun comparing and ensuring operational practices requirements and procedures are consistent and meet OJA Administrative Code.
- National Institute of Corrections Training: I have assigned a requirement for Training from the National Institute of Corrections for all new and tenured supervisors. This will be essential skills for new supervisors. It is a 39-hour course to be completed by November 1, 2024.
- Quality of Life Concern Update: As stated last week, we ordered and have now received and issued shower shoes for residents. This will minimize the spread of any bacterial and fungal infections and provide a more hygienic practice.
- Training Refresher: Initiated training specific to use of force, “handle with care” refresher to current staff to ensure utilization of the least amount of physical interaction while effectively changing behavior.
- Staffing: As of this date, we have completed three interviews for entry-level Youth Specialists. We have had one decline due to wanting part-time employment, which we no longer offer. The other applicants were forwarded to Human Resources for background investigation.
- One supervisor interview was completed and moved forward. The position will be assigned the task of implementing systems for the control of lock and key, tool control, security equipment and caustics.

- Reassignment of Females Residents: In efforts to assist in the management of the residents, we have moved female residents from Unit B to Unit A. This minimizes the possibility of interaction with the male residents.
- Resident Education: School has begun, and it is our number one focus

M. Executive Session - (District Attorney) - Requested by Douglas Wilson - Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney for the purpose of confidential communications concerning a pending claim, to-wit: *Monica Medina v. Board of County Commissioners of Tulsa County, Tort Claim No. TC-2024-19*, disclosure of the details of which its attorney advises would seriously impair the 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 8:52 a.m.

Motion made by Kelly Dunkerley, seconded by Karen Keith, to reconvene the regular meeting at 9:00. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

N. Discussion and Possible Action Regarding Executive Session Item

Motion made by Karen Keith, seconded by Kelly Dunkerley, to authorize settlement in the amount as discussed in Executive Session, to-wit: *Monica Medina v. Board of County Commissioners of Tulsa County, Tort Claim No. TC-2024-19*. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20241671)

## 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 Karen Keith, 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