

Kay County Justice Facilities Authority
Friday, March 8, 2019
Kay County Detention Center
Newkirk, OK 74647

The Trustees of the Kay County Justice Facilities Authority (JFA) met in a regular session at 2:30 p.m. Friday, March 8, 2019, in the Sheriff's training room of the Kay County Detention Center (KCDC) in Newkirk, OK. Notice of the meeting was posted for public information on March, 7, 2019 at the Kay County Detention Center front door and the Sheriff's training room door in Newkirk, OK.

Chairman Wes Young called the meeting to order.

Jimmy Greenhagen gave the opening prayer.

Roll call: Trustees: Jack Godberson-Present; Jimmy Greenhagen-Present; Steve Kelley-Present; Bruce Robinson-Present; Jim Stieber-Present; Lee Stout-Present; Wes Young-Present. Others present were as follows: Don Jones, KCDC Director; Kay Hughs, KCDC Administration; David Cummings, JFA Attorney; Keven Main, KCDC; Wade Locke, KCDC; Claude Williams, Taxpayers for Transparency; Holly Cline, Secretary/Deputy County Clerk. (See sign in sheet)

Motion was made by Kelley and seconded by Stieber to approve the minutes of February 8, 2019.

Motion carried: Godberson, aye; Greenhagen, abstained; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

KCDC Director Don Jones gave the Jail Director Report as follows: Inmate Population Statistics – 204 as of 3-8-19. 206/235 ADP; 79.3% previous incarceration rate. Mental Health- 2; Sex Offender -7; Military Service- 11; Special Diets-2; Jones noted that intake is down from the same time last year.

Sales tax data: Tax collections were down in all communities with the exception of Newkirk and Tonkawa. March Sales Tax was also down from prior months. Year to date collections for the county are \$2,755,988.

Jones reported that the jail scored a 100% on inspection February 26th in large part due to the efforts of Wade Locke and Kevin Main. Maintenance is ongoing with changing out bulbs and ballasts. Currently staff members number 47.

Kay Hughs reviewed the revenue report. She noted total income from DOC, Bridgeway, BIA, City of Newkirk, Fort Oakland, Otoe-Missouria, City Telecoin, and Fowler Vending. Total revenue for the month was \$84,228.25.

Motion was made by Kelley and seconded by Greenhagen to approve payment of the BOK Annual Bond Trustee Fee's \$2,800.00. Invoice#5110027. Motion carried. Godberson, aye; Greenhagen, aye; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

Discussion about the amount of time medical staff was on duty currently. The proposed change would increase the number of hours a RN is on duty.

Motion was made by Stout and seconded by Stieber to approve the contract amendment, contingent on funding, to increase the number of inmate medical service hours with Turn Key Health to 168 hours per

week. Motion carried. Godberson, aye; Greenhagen, aye; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

CTC phone contract will provide 24 tablets for a trial with trustees. Internet access would be restricted but inmates could play games or read books.

Motion was made by Stieber and seconded by Robinson to approve amending the CTC phone contract to provide hand held tablets at no cost to the existing commission rate. Motion carried. Godberson, aye; Greenhagen, aye; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

Motion was made by Greenhagen and seconded by Stout to approve the DHS IGSA agreement and authorize the Chairman to sign upon favorable review. Motion carried. Godberson, aye; Greenhagen, aye; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

Motion was made by Stieber and seconded by Kelley to approve the engagement agreement with Finley and Cook, CPA's to conduct the fiscal year end 2019 audit and authorize the Chairman to sign. Motion carried. Godberson, aye; Greenhagen, aye; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

Motion was made by Robinson and seconded by Stout approving February and March 2019 Purchase Orders for payment. Motion carried. Godberson, aye; Greenhagen, aye; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

Motion was made by Kelley and seconded by Godberson to approve the March and April 2019 KCDC bi-weekly employee payroll not to exceed 73,000 gross salary per pay period. Motion carried. Godberson, aye; Greenhagen, aye; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

Motion was made by Stout and seconded by Stieber to approve the transfer of funds from Equity Bank Sales Tax account #xx4183 to Sales Tax Salaries Account ST-002#xxx5719 in the amount of \$615,000.00 (3 months payroll). Motion carried. Godberson, aye; Greenhagen, aye; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

There were no unscheduled public appearances.

Motion was made by Kelley and seconded by Stieber to adjourn (3:02 p.m.) Motion carried. Godberson, aye; Greenhagen, aye; Kelley, aye; Robinson, aye; Stieber, aye; Stout, aye; Young, aye.

Approved this 12th day of April, 2019.

Wes Young, Chairman

Attest:

Tammy Reese, Secretary/Kay County Clerk
County of Kay/State of Oklahoma
Kay County/Justice Facilities Authority
(Seal)