

Kay County Justice Facilities Authority
Friday, June 8, 2018
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 June, 8, 2018, in the Sheriff's training room of the Kay County Detention Center (KCDC) in Newkirk, OK. Notice of the regular meeting was posted for public information on June 7, 2018 at the Kay County Detention Center front door and Sheriff's training room door in Newkirk, OK.

Chairman Wes Young called the meeting to order. Those present were as follows: Trustees- Steve Kelley; Bruce Robinson; Jim Stieber; Don Jones, KCDC Director; Kay Hughs, KCDC; Kevin Main, KCDC; David Cummings, JFA Attorney; Claude Williams, Taxpayers for Transparency; Holly Cline, Secretary/Deputy Kay County Clerk. Absent: Jimmy Greenhagen, Jason Shanks. (See sign in sheet)

Bruce Robinson led the opening prayer.

Approval of the minutes of May 11, 2018 was tabled due to lack of quorum present that had attended that meeting.

Jail Director Report: KCDC Don Jones reported that prisoner intake of 400 for the month. Jones noted that the video visitation updates had been completed and were now functional. Painting has been completed in pods A-D. Routine maintenance continues daily. Jones noted he had been working diligently on budget matters and noted that those figures were included in the reports given to Board Members.

Those reports were as follows: Sales Tax Receipt Totals for Year to Date, Inmate Commissary Account, Account Summary, Revenue Report, KCDC FY19 Operations Budget, and KCDC Fy10 Personnel Budget. (Reports are on file in the County Clerk's office).

Jones Reviewed figures for the upcoming FY budget. Operations budget items included repair items on the building. Jones noted the facilities maintenance had been reduced to \$18,000 and that maintenance agreements have been reduced for this year. The total operational budget is projected to be \$829,682 which was down from the previous year of \$917,739. Jones noted the food budget was reduced and Kelley questioned what the price per inmate currently was. Jones stated \$31 per day which was up from last year of \$26. Jones reviewed the personnel budget and noted that there would be a reduction in force from 55 Full time employees (FTE) to 50 FTE by the end of the year.

Motion was made by Stieber and seconded by Robinson to approve the FY18-19 budget. Motion carried: Kelley, aye; Robinson, aye; Stieber, aye; Young, aye.

Motion was made by Robinson and seconded by Stieber to approve payment options number 2 to ACCO-SIG 2018-2019 Worker's Compensation premium. Motion carried. Kelley, aye; Robinson, aye; Stieber, aye; Young, aye.

Don Jones explained that the contract for McDonald's Computer Service included them being on call and that the cost was less than having two IT persons on staff. David Cummings noted that the contract was terminable at will and he found the contract acceptable.

Motion was made by Kelley and seconded by Stieber to approve the IT contract for McDonald's Computer Service. Motion carried. Kelley, aye; Robinson, aye; Stieber, aye; Young, aye.

Motion was made by Stieber and seconded by Kelley to approve the transfer of funds from ENB Sales Tax Account#XXX4183 to Sales Tax Salaries Account ST-002 #XXX5719 in the amount of \$615,00.00 (3months payroll). Motion carried. Kelley, aye; Robinson, aye; Stieber, aye; Young, aye.

Kay Hughs noted that Turnkey Health reflected a new contract price as the cause of the increase in amount of blanket purchase orders.

Motion was made by Kelley and seconded by Robinson to approve the blanket PO's for the month of July 201. Motion carried. Kelley, aye; Robinson, aye; Stieber, aye; Young, aye.

Cummings had questions about the service contract for the generator. Jones indicated that the contract was for maintenance only. Hughs mentioned that the list of PO's for payment had brief description of expenses.

Motion was made Robinson and seconded by Kelley to approve May and June 2018 purchase orders for payment. Motion carried. Kelley, aye; Robinson, aye; Stieber, aye; Young, aye.

Motion was made by Kelley and seconded by Stieber to approve June and July 2018 KCDC bi-weekly employee payroll not to exceed\$73,000.00 gross salary per pay period. Motion carried. Kelley, aye; Robinson, aye; Stieber, aye; Young, aye.

There were no unscheduled public appearances.

Motion was made by Kelley and seconded by Stieber to adjourn (3:05 p.m.) Motion carried. Kelley, aye; Robinson, aye; Stieber, aye; Young, aye.

Approved this 13th day of July, 2018.

Wes Young, Chairman

Attest:

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