

Kay County Justice Facilities Authority
Regular Meeting
Friday, May 14, 2021
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, May 14, 2021, 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 May 13, 2021, at the Kay County Detention Center front door, the Sheriff's training room door in Newkirk, OK, and Kay County Website.

Chairman Wes Young called the regular meeting to order.

Wes Young gave the opening prayer.

Roll Call: Trustees: Mark Detten, Present; Jack Godberson, Present; Steve Kelley, Present; Jim Stieber, Present; Lee Stout, Present; Wes Young, Present. Others present were as follows: Don Jones, KCDC Director; Kay Hughs, KCDC Administrative Assistant; JFA Attorney David Cummings; David Ash, KCDC; Claude Williams, Taxpayers for Transparency; Holly Cine, Secretary/Kay County Clerk Deputy.

Motion was made by Kelley and seconded by Detten to approve the minutes of the March 12, 2021 and April 9, 2021 regular meetings. Motion carried: Detten, aye; Godberson, aye; Kelley, aye; Stout, aye; Young, aye.

Jail Director Report by KCDC Director Don Jones: Hughs distributed the monthly packet containing the following reports: Facility Jail Roster, Inmate Daily Population Analysis which Jones reported that the head count was 306 currently and the average daily population for April is 287. Sales Tax Disbursement reports. Jones reviewed some maintenance issues of the facility. The padded cell was repaired, computer in central control was replaced and memory was added to the server. New bed mats were ordered and walkie talkies were replaced. The transmission in Chevy transport van was replaced at no charge as it was under warranty. Costs continue to fluctuate for meals. New employee handbook is being distributed to employees. A quote to update CPU's and security is \$112,000.00. Jones noted that the May sales tax was the highest in history. YTD collections totaled \$3,898,095. Hughs reviewed the Revenue report for January & February.

Cummings reported that he had contacted Equity bank and BOK to confirm collateralization of assets. Finley and Cook were satisfied with the information confirming collateralization and should remove issue from the audit findings. Detten suggested policies to be implemented to ensure the jail is not cited in the future.

Cummings reviewed the contract for detention services with Kaw Nation. Contract was revised to \$40 per day per inmate and does not deter their sovereign immunity of the tribe. Motion was made by Stout and seconded by Detten to approve the revised Detention Services Agreement with the Kaw Nation. Motion carried. Detten, aye; Godberson, aye; Kelley, aye; Stieber, aye; Stout, aye; Young, aye.

Discussion about changing auditing firms to observe best business practices. It was noted that there would be a learning curve for any firm that does not regularly audit authorities. Cummings pointed out that the cost of the audit has increased each year and that an RFP could determine a better price from an experienced firm. Jones has contact info for 5 firms that audit trusts. Motion was made by Detten and seconded by Stout to direct staff to issue a request for proposals to one or more qualified accounting firms to bid on performing the Authority's annual audit for fiscal year ending June 30, 2021. Motion carried. Detten, aye; Godberson, aye; Kelley, aye; Stieber, nay; Stout, aye; Young, aye.

Motion was made by Kelley and seconded by Stout to approve transfer of \$100,000.00 from Sales Tax Account XXX4183 to Sales Tax Salaries Account XXX5719 for Detention Center Salaries. Motion carried. Detten, aye; Godberson, aye; Kelley, aye; Stieber, aye; Stout, aye; Young, aye.

Motion was made by Detten and seconded by Stout to table any decision on accepting the proposed audit contract from Finley and Cook for the annual audit of the Authority for the fiscal year ending June 30, 2021 until RFP's are received from other auditing firms. Motion carried. Detten, aye; Godberson, aye; Kelley, aye; Stieber, aye; Stout, aye; Young, aye.

Review and discussion of the monthly financial statements: Detten noted that the contracts had increased and asked if there were other sources of contract revenue that could be pursued. Jones indicated that ICE contracts are more profitable due to the instability of BIA numbers. Board members talked about the manageability of an increased capacity and staff requirements for increased populations.

Cummings reported that he had made contact with Bond council. Currently there is approximately 10 million owed on principal which is half way to paying down debt. Cummings will reconnect with bond council to see if rates are good enough to pay prepayment penalty and save money.

Motion was made by Stout and seconded by Detten to approve the March, April & May 2021 Purchase Orders. Motion carried. Detten, aye; Godberson, aye; Kelley, aye; Stieber, aye; Stout, aye; Young, aye.

Motion was made by Stout and seconded by Godberson to approve April, May and June 2021 KCDC bi-weekly employee payroll not to exceed \$83,000.00 gross salary per pay period. Motion carried. Detten, aye; Godberson, aye; Kelley, aye; Stieber, aye; Stout, aye; Young, aye.

Unscheduled public appearance: David Ash, KCDC employee notified the board that he has registered the Detention Center with OK Emergency Management for an abundance of PPE equipment that will be distributed at no cost.

Motion was made by Kelley and seconded by Detten to adjourn at 3:30 p.m. Motion carried. Detten, aye; Godberson, aye; Kelley, aye; Stieber, aye; Stout, aye; Young, aye.

Approved this 11th day of June, 2021.

Wes Young, Chairman

Attest:

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