

**NOTICE OF REGULAR MEETING OF THE TRUSTEES  
OF THE KAY COUNTY JUSTICE FACILITIES AUTHORITY**

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Pursuant to the Oklahoma Open Meeting Act (Title 25 O.S. 2001, Section 301-314), notice is hereby given that the Trustees of the Kay County Justice Facilities Authority will hold a regular meeting as follows:

DATE: Friday, November 17, 2023  
TIME: 2:30 p.m.  
PLACE: Kay County Detention Center  
Sheriff's Training Room  
1101 W. Dry Rd.  
Newkirk, Oklahoma

**AGENDA**

1. Call the meeting to order.
2. Roll Call.
3. Consideration, discussion and possible action to approve/disapprove the minutes of the September 8, 2023, and October 13 regular meeting(s).
4. Jail Director Report by Don Jones.
  - a) Inmate population statistics
  - b) Sales tax data
  - c) Facility maintenance and issues
  - d) Staffing and personnel
  - e) Inmate medical
  - f) Prisoner transports/ court
  - g) Equipment repair and replacement under ARPA funding through Kay County Commission
  - h) Revenue report
5. The Kay County Detention Center performed an action to transfer of \$166,000.00 on September 26, 2023, \$150,000.00 on October 20, 2023 and \$200,000.00 on November 8, 2023. Transferred from the KCJFA Gross Revenue Account XXX4183 to Sales Tax Salaries Account XXX5719 for Detention Center Salaries.
6. Consideration, discussion and possible action to approve payment on the following purchase orders/requisitions submitted for payments:
  - a. BOK 08 Annual Bond Trustee Fee \$1,400.00. Invoice#5141507.
7. Consideration, discussion and possible action to approve October and November 2023, Purchase Orders.
8. Consideration, discussion and possible action to approve October, November, and December 2023, KCDC bi-weekly employee payroll not exceed 88,000.00 gross salary per pay period.
9. Unscheduled public appearances.
10. Adjournment.

Kay County Justice Facilities Authority  
NAME OF PERSON FILING THIS NOTICE:

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Kaleen Hughs, Kay County Detention Center/Admin. And/or Don Jones, Director