

Kay County Justice Facilities Authority
Regular Meeting
Friday, March 10, 2023
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 10, 2023, 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 March 9, 2023, at the Kay County Detention Center front door, the Sheriff's training room door in Newkirk, OK, and on the Kay County Website.

Chairman Steve Kelley called the meeting to order.

Roll Call: Trustees: Mark Detten, present; Natalie Fraser, absent; Jimmy Greenhagen, absent; Shane Jones, absent; Steve Kelley, present; Jim Stieber, present; Lee Stout, present. Others present were as follows: Don Jones, KCDC Director; Kay Hughs, KCDC Administration; David Ash, KCDC; David Cummings, JFA Attorney; Claude Williams, Taxpayers for Transparency; Holly Cline, Kay County Deputy Clerk/Secretary.

Motion was made by Stout and seconded by Detten to approve the minutes of the February 10, 2023 regular meeting. Motion carried: Detten, aye; Kelley, aye; Stieber, aye; Stout, aye.

Jail Director report by KCDC Director Don Jones: Jones reported that the amount allowed for transports has increased from .55 to .65 cents. Cornerstone will be replacing the intercom electric system. Sewer grinders were replaced. Electrical blips are being checked out and UPS battery backups have been put on workstations. The generator replacement parts are on order. There are 7 full time GED students currently that work on the program 4 hours daily. The staff count is currently 62 with 2 new hires set to start next week. 2 employees are attending CLEET currently and 1 on maternity leave. The detention center has changed to 12-hour shifts. The KCDC did well on a surprise audit last week. Policies have been updated concerning mental health, showering, and biohazard storage. The current headcount is 291. The ADP for February was 313 with a high of 337. The intake # is 678 YTD. Jones reviewed the sales tax figures and Kay Hughs reviewed the revenue report for the board.

No action was taken on introduction and welcome of Trustee Jimmy Greenhagen due to his absence.

Audit findings and recommendations from Finley and Cook were discussed. Motion was made by Detten and seconded by Stieber to accept Finley and Cook audit for June 30, 2022 and 2021. Motion carried. Detten, aye; Kelley, aye; Stieber, aye; Stout, aye.

Motion was made by Stout and seconded by Stieber to approve transfer of \$100,000 from Sales Tax Account XXX4183 to Sales Tax Salaries Account XXX5719 for Detention Center salaries. Motion carried. Detten, aye; Kelley, aye; Stieber, aye; Stout, aye.

Motion was made by Stieber and seconded by Stout to approve the transfer of \$25,000 from Sales Tax Account XXX4138 to Jail Revenue M & O XXX5741 for Detention Center Purchase Orders. Motion carried. Detten, aye; Kelley, aye; Stieber, aye; Stout, aye.

Motion was made by Stout and seconded by Stieber to approve February and March 2023 Purchase Orders. Motion carried. Detten, aye; Kelley, aye; Stieber, aye; Stout, aye.

Motion was made by Stout and seconded by Detten to approve February, March and April 2023 KCDC bi-weekly employee payroll not to exceed \$88,000.00 gross salary per period. Motion carried. Detten, aye; Kelley, aye; Stieber, aye; Stout, aye.

There were no unscheduled public appearances.

Motion was made by Detten and seconded by Stieber to adjourn at 2:56 p.m. Motion carried. Detten, aye; Kelley, aye; Stieber, aye; Stout, aye.

Approved this 14th day of April 2023.

Steve Kelley, Chairman

Attest:

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