

(Agenda of meeting was posted in the central and outside lobby of the Ray Jordan Tulsa County Administration Building on March 3, 2016 at 1:56 p.m.)

APPROVED
MINUTES
Monday, March 7, 2016

The Board of County Commissioners for Tulsa County met at the hour of 9:30 a.m. with the following members present: Karen Keith, Chairman; Ron Peters, Member, represented by Chief Deputy Vicki Adams; John Smaligo, Member; and Pat Key, Tulsa County Clerk.

Karen Keith, Chairman, called the meeting to order at 9:31 a.m. and the following business was transacted:

Pledge of Allegiance was led by Josh Turley.

Chairman advised the announcements of County Events and Status updates were open for comment and discussion. The departments with information gave a report.

Chairman read the Proclamation from the Board of County Commissioners, recognizing Monday, March 7, 2016 as Frank Cooper Day. Details of the Proclamation are available for review in the County Clerk's office. Moved by Smaligo, seconded by Adams, to approve the Proclamation. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 237192)

Moved by Adams, seconded by Smaligo, to approve the minutes of the Board of County Commissioners Meeting of February 29, 2016. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Adams, to approve and authorize execution by the Commission, the monthly report from County Clerk for 2/16. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 237193)

NOTICE: A complete listing of all information relating to the following bids is on file and available for public inspection in the offices of County Purchasing and County Clerk.

Sealed bid for Sign and Delineator Posts, Brackets and Markers was received and opened. The bidder being one (1) in number is as follows:

1. Xcessories Squared
Development & MFG, Inc. by item (Clerk's Misc. File No. 237194)

Moved by Smaligo, seconded by Adams, to refer the bid to Highways and Purchasing for analysis, report and recommendation on March 14, 2016. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Sealed bids for Miscellaneous Security Glass for the David L. Moss Criminal Justice Center were received and opened. The bidders being three (3) in number are as follow:

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|------------------------------------|---------|---------------------------------|
| 1. AAA Glass & Mirror | by item | (Clerk's Misc. File No. 237195) |
| 2. Advantage Glass, LLC | by item | (Clerk's Misc. File No. 237196) |
| 3. Sweeper Metal Fabricators Corp. | by item | (Clerk's Misc. File No. 237197) |

Moved by Adams, seconded by Smaligo, to refer the bids to Sheriff and Purchasing for analysis, report and recommendation on March 14, 2016. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Sealed bids for Automotive Air Conditioning Parts and Supplies were received and opened. The bidders being four (4) in number are as follow:

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|--------------------------------|---------|---------------------------------|
| 1. Airgas Refrigerants, Inc. | by item | (Clerk's Misc. File No. 237198) |
| 2. Bumper to Bumper Auto Parts | by item | (Clerk's Misc. File No. 237199) |
| 3. O'Reilly Auto Parts | by item | (Clerk's Misc. File No. 237200) |
| 4. United Ford PDC | by item | (Clerk's Misc. File No. 237201) |

Moved by Smaligo, seconded by Adams, to refer the bids to TC Central Garage and Purchasing for analysis, report and recommendation on March 14, 2016. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Sealed bids for Commercial Flat Glass were received and opened. The bidders being two (2) in number are as follow:

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|-------------------------|---------|---------------------------------|
| 1. AAA Glass & Mirror | by item | (Clerk's Misc. File No. 237202) |
| 2. American Glass, Inc. | by item | (Clerk's Misc. File No. 237203) |

Moved by Adams, seconded by Smaligo, to refer the bids to TC Departments and Purchasing for analysis, report and recommendation on March 14, 2016. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Sealed bids for Ford Motor Company Truck and Auto Parts were received and opened. The bidders being two (2) in number are as follow:

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|----------------------|---------|---------------------------------|
| 1. Leif Johnson Ford | by item | (Clerk's Misc. File No. 237204) |
| 2. United Ford PDC | by item | (Clerk's Misc. File No. 237205) |

Moved by Smaligo, seconded by Adams, to refer the bids to TC Maintenance Garages and Purchasing for analysis, report and recommendation on March 14, 2016. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Sealed bids for Spark Plugs were received and opened. The bidders being three (3) in number are as follow:

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|--------------------------------|---------|---------------------------------|
| 1. Bumper to Bumper Auto Parts | by item | (Clerk's Misc. File No. 237206) |
| 2. O'Reilly Auto Parts | by item | (Clerk's Misc. File No. 237207) |
| 3. IEH Auto Parts, LLC | by item | (Clerk's Misc. File No. 237208) |

Moved by Adams, seconded by Smaligo to refer the bids to TC Maintenance Garages and Purchasing for analysis, report and recommendation on March 14, 2016. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Adams, to approve the following Bid Awards:

1. TC Departments - Office Supplies, to Admiral Express, Inc., the lowest overall bid received. This award is for one year beginning 4/4/16. (Clerk's Misc. File No. 237209)
2. TC Departments - Print Cartridges, to Beyond Technology, the lowest overall bid received. This award is for one year beginning 4/4/16. (Clerk's Misc. File No. 237210)

Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Adams, seconded by Smaligo, to approve the gasoline and diesel fuel quotes for the week ending 3/14/16. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 237211)

Moved by Smaligo, seconded by Adams, to approve and authorize execution by the Commission, the following Documents for Sale of County Property from the Treasurer:

1. Parcel #06600-03-31-05430, LTS 11 & 12 BLK 7, CAPITOL HILL SECOND ADDN CORR, to Katina Walker and James Walker, for the sum of \$1,400, the highest competitive bid, plus any additional and separate charge for apportioned cost of \$126.81, total paid \$1,526.81. (Clerk's Misc. File No. 237212)
2. Parcel #15500-03-32-05340, LT 13 BLK 11, FRIENDLY HOMES ADDN, to Theodore Rodriguez, for the sum of \$1,300, the highest competitive bid, plus any additional and separate charge for apportioned cost of \$122.81, total paid \$1,422.81. (Clerk's Misc. File No. 237213)

Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Adams, seconded by Smaligo, to approve and authorize execution by the Commission, the Request for Approval from Court Services for TCP 2105, establishes policies and procedures to ensure that Court Services practices regarding compensatory time comply with all applicable Tulsa County policies and to adopt standards for the accrual and use of compensatory time by EMP Officers and SCRAM/Sobriator Supervising Officers. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 237214)

Moved by Smaligo, seconded by Adams, to approve and authorize execution by the Commission, the Resolution from Board of County Commissioners supporting affordable housing rehabilitation and favorable consideration to be given for a tax credit award for this development. Tulsa 2015, LLC proposes to acquire and substantially rehabilitate a 203 rental unit housing development to be located in the limits of Tulsa County, at 1050 E. 61st St. and 6419, 6423, 6429, and 6433 S. Newport Ave., Tulsa, OK 74136; and 11813 E. 21st Ct., Tulsa, OK 74129. The proposed development is consistent with the need for affordable housing option in Tulsa County. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 237215)

Moved by Adams, seconded by Smaligo, to approve and authorize execution, by the Chairman, the Resolution from the District Attorney to designate Crystal Cole as Requisitioning Officer to replace Danna Haworth. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 237216)

Moved by Adams, seconded by Smaligo, to approve the Tort Claim from District Attorney, TC-2016-14, Claimant: Anthony D. Hill, to approve claim in the amount of \$1,217.97 for incident on 12/25/15. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 237219)

Moved by Smaligo, seconded by Adams, to approve and authorize execution, as needed, the following Agreements:

1. INCOG - Town of Sperry FY 2015, for engineering services/construction for sanitary sewer force main improvements, cost of \$12,264. (Clerk's Misc. File No. 237220)
2. IT - Sirius Computer Solutions, for backup and restoral solution in the amount of \$112,606. (Clerk's Misc. File No. 237221)

Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Adams, seconded by Smaligo, to approve the following Requests to Advertise for Bids:

1. Building Operations - Janitorial Services. (Clerk's Misc. File No. 237222)
2. Highways - One (1) Used Smooth Drum Vibratory Roller. (Clerk's Misc. File No. 237223)
3. Highways - Stihl Chain Saw and Weed Eater Parts. (Clerk's Misc. File No. 237224)
4. Parks - Day Camp Supplies. (Clerk's Misc. File No. 237225)
5. TC Central Garage - Chevrolet and GMC Automotive Repair. (Clerk's Misc. File No. 237226)
6. TC Departments - Safety Supplies. (Clerk's Misc. File No. 237227)
7. TC Maintenance Garages - Replacement Oil, Fuel and Air Filters. (Clerk's Misc. File No. 237228)

Bid #1 to be received by 4:00 p.m. on 4/1/16 & to open 4/4/16 at 9:30 a.m.

Bids #2-#5 and #7 to be received by 4:00 p.m. on 3/18/16 & to open 3/21/16 at 9:30 a.m.

Bid #6 to be received by 4:00 p.m. on 3/24/16 & to open 3/28/16 at 9:30 a.m.

Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Adams, to approve and authorize execution by the Chairman, the following Sole Sources:

1. Assessor - Apex Software, for Apex Assessor Sketch Software, related sketch data conversion services and software training services. (Clerk's Misc. File No. 237229)
2. Court Clerk - Kodak Alaris, Inc., for parts, maintenance, support, repair, and other services under warranty, service contract, and on a time and materials basis for Eastman Park Micrographics products and Kodak scanners and Software. (Clerk's Misc. File No. 237230)
3. Court Services - Siemens Healthcare Diagnostics, for Syva EMIT reagents for drugs of abuse testing and therapeutic drug monitoring. (Clerk's Misc. File No. 237231)
4. Parks - Professional Turf Products, LP, for Toro Commercial Mowing and large turf irrigation service and parts. (Clerk's Misc. File No. 237232)
5. Parks - Wylie & Son, Inc., for the W5133-16 Auto Skid, 1600 gallon tank, DEICE-8PK plumbing kit with GE-800-HONDA-ES pump, SCS-11RK control with Raven valves and W5305 triple nozzle roadside spray kit. (Clerk's Misc. File No. 237233)
6. Sheriff - Black Creek Integrated Systems Corporation, for all goods, maintenance, and services related to the David L. Moss Correctional Center touchscreen security control system. (Clerk's Misc. File No. 237234)
7. Sheriff - Colossus Inc. d/b/a Interact Public Safety Systems, for access to the data sharing platform provided by InterAct. (Clerk's Misc. File No. 237235)

Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Adams, seconded by Smaligo, to approve the Travel/Training Request from Highways, for Christopher Channel to attend Brockwell Hydraulics Training Seminar from 3/8-9/16 in OKC, OK; cost not to exceed \$600. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 237236)

Moved by Smaligo, seconded by Adams, to approve the following Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
<u>Election Board</u> Broad, Brianna	Temporary on Call	\$50/night or \$8.00/hr.	2/29/16
Smith, Stephen	Temporary on Call	\$50/night or \$8.00/hr.	2/29/16
Spruce, Glenda	Temporary on Call	\$50/night or \$8.00/hr.	2/29/16
Williams, Dale	Salary Adjustment	\$11.00/hr.	3/1/16
Kaiser, Korey T.	Temporary on Call	\$16.00/hr.	3/1/16
Boyd, Brian T. (Clerk's Misc. File No. 237237)	Temporary on Call	\$16.00/hr.	3/1/16
<u>Highways</u> Jones, Clifford	Transfer to Reg. Payroll/ Change Org. to 3000230- 505010	\$2,300.00	3/1/16
Denton, Ted Z.	End Medical Leave w/o pay; Return to work	\$3,302.82	2/29/16

Sadler, Jr., Billy	Regular Hire	\$2,108.60	3/1/16
Marshall, Karen	Regular Hire	\$2,450.19	3/1/16
Massey, Nathaniel (Clerk's Misc. File No. 237238)	Probationary	\$2,108.60	3/1/16

IT
Huntsinger, Bob
(Clerk's Misc. File No. 237239)

	Demotion	\$3,831.43	3/1/16
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Parks
Carpenter, Linda
(Clerk's Misc. File No. 237240)

	Resignation		2/23/16
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Social Services
Stucks, Lisa Ann
(Clerk's Misc. File No. 237241)

	Provisionary Hire	\$1,763.79	2/24/16
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Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Adams, seconded by Smaligo, to accept and file the following Juvenile

Bureau Documents:

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Westbrook, Jordan	Additional Duties 10% Raise	\$4,666.54	3/1/16
Mims, Cabrena	Worker's Comp and FMLA	\$2,341.27	2/23/16
Mims, Cabrena (Clerk's Misc. File No. 237244)	Return from Worker's Comp & FMLA	\$2,341.27	2/24/16

Travel/Training:

1. Derrole Greene to Effective Leadership Seminar from Buddy to Boss from 3/8-10/16 in Tulsa, OK; cost of \$195. (Clerk's Misc. File No. 237245)

Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Adams, to accept and file the following CC Health

Documents:

Agreements:

- Sound Advice, for messages on "hold" at THD clinics from 3/1/16 to 2/28/17; cost of \$3,200/yr. (Clerk's Misc. File No. 237246)
- Express Medical Transport, Inc., for transportation for It's All About Kids clients, from 2/1/16 to 1/31/17; cost of \$5,000 max per year. (Clerk's Misc. File No. 237247)
- Express Medical Transport, Inc., for transportation for Health Start Initiative clients from 2/1/16 to 1/31/17; cost of \$25,000 max per year. (Clerk's Misc. File No. 237248)
- Dr. Calvin Monroe, for amendment to increase maximum fee from 3/1/16 to 6/30/16; cost of \$1,200/max, additional to original \$3,600 max. (Clerk's Misc. File No. 237249)

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Smittle, Mishelle	End of Temp. Assignment		1/31/16
Butler, Vincent	Salary adj.; end of probation (2% inc.)	\$3,901.50	3/1/16
Springs, Leslie	Salary adj.; end of probation (2% inc.)	\$3,405.19	3/1/16

Adibi, Michelle	Salary adj.; end of probation (2% inc.)	\$3,405.19	3/1/16
Lun, Awi	Salary adj.; PDIP (2% inc.)	\$2,399.39	3/1/16
Call, Chad	New hire; Reg. full time	\$3,750.00	3/1/16
Quintero, Eliana	Lateral Transfer; Org Change Only	\$4,009.62	3/1/16
Smith, Beth	Correction: Change Resignation date from 3/4/16 to 3/3/16		3/3/16

(Clerk's Misc. File No. 237250)

Travel/Training:

a) Scott Buffington and Michael Scott Meador to NACCHO Preparedness Summit 2016 from 4/18-22/16 in Dallas, TX; cost of \$4,601.88. b) James Wagner (Coalition Member) to Plan4Health Meeting from 4/23-27/16 in New Orleans, LA; cost of \$1,427.70. c) Chanteau Orr to Intermedix 2016 Summit from 5/3-7/16 in Denver, CO; cost of \$2,839.08. d) Samantha Toothaker to Purchasing Procedures for Counties from 5/12-13/16 in Sapulpa, OK; cost of \$168.20. e) Jamie Westmoreland to 2016 Council of State and Territorial Epidemiologists Annual Conference from 6/18-24/16 in Anchorage, AK; cost of \$4,683.36. (Clerk's Misc. File No. 237251)

Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Adams, seconded by Smaligo, to approve and authorize execution by the Commission, the claims, (payments for bills to be paid from 2/22-26/16, that are in order as required by Title 19 O.S. §1505 D 11 providing all claims involving wages and/or salaries be subject to state and federal withholding tax, retirement fund and social security deductions. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Adams, to approve and authorize execution by the Commission, Blanket Purchase Orders and Emergency Purchase Orders submitted from 2/29-3/4/16. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Executive Session, Requested by Douglas Wilson, Pursuant to 25 O.S. § 307(B)(4), I am requesting on behalf of Mr. Fortney that this matter be discussed in Executive Session between the Board and its attorney, the firm of Brewster & De Angelis, P.L.L.C., for the purpose of confidential communications concerning possible official action regarding a pending lawsuit, to-wit: *Poore v. Glanz, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest.*

Moved by Adams, seconded by Smaligo, to go into Executive Session. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Executive Session commenced at 9:45 a.m.

Moved by Smaligo, seconded by Adams, for the regular meeting to reconvene at 10:06 a.m. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Adams, to authorize counsel to proceed with appeal of the verdict of case *Poore v. Glanz*. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Adams, that this meeting be adjourned. Upon roll call, Smaligo, yes; Adams, yes; Keith, yes. Motion carried.