

# OKLAHOMA COUNTY

*Oklahoma County Office Building  
320 Robert S Kerr Ave,  
Oklahoma City, OK 73102*



## **Policy & Governance Meeting Minutes**

**Tuesday, December 9, 2025**

**10:00 AM**

***Paul Foster - Chair  
Brandi Mertens - Vice Chair  
John Pettis Jr. - Member***

***<https://www.youtube.com/@oklahomacounty4775>***

***Recorded in the  
Oklahoma County Clerk's Office***

## Call To Order

## Roll Call

**Present:** 3 - District 3 - Chief Deputy Paul Foster, District 2 - Chief Deputy Brandi Mertens and District 1 - Chief Deputy John Pettis

**Notice of the meeting was properly posted on December 8, 2025.**

**For purposes of this agenda “Action” means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, or striking the item.**

## Approval of Minutes

1. Discussion and possible action regarding approval of the minutes of November 25, 2025.

**Pettis moved, Foster seconded, to approve. The motion carried by the following vote:**

**Aye:** 2 - Foster and Pettis

**Abstain:** 1 - Mertens

## Departmental Items

2. Discussion and possible action regarding selection of the December 2025 BOCC Employees of the Month. This item is requested by Karen Kint, Director of HR/Safety.

**Mertens moved, Pettis seconded, to approve Option A. The motion carried by the following vote:**

**Aye:** 3 - Foster, Mertens and Pettis

3. Discussion and possible action regarding policies, processes, procedures, and status report related to planning, oversight, and administration of Oklahoma County’s ARPA funding allocation. Requested by Jessica Clayton, County Manager, on behalf of Accenture.

**Mertens moved, Pettis seconded, to receive presentation. The motion carried by the following vote:**

**Aye:** 3 - Foster, Mertens and Pettis

## No action

4. Discussion and possible action regarding procedures and status report related to planning, oversight, and administration of ARPA Project Cremations and Burials. Requested by Jessica Clayton, County Manager.

**Mertens moved, Pettis seconded, to recommend adjusting cost of cremation to \$400. The motion carried by the following vote:**

**Aye:** 3 - Foster, Mertens and Pettis

## No Citizen Participation

**Board Comments**

**No New Business**

**Adjourn**

**Mertens moved, Pettis seconded, to adjourn at 10:25 a.m. The motion carried by the following vote:**

**Aye:** 3 - Foster, Mertens and Pettis

POLICY & GOVERNANCE  
OKLAHOMA COUNTY, OKLAHOMA

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Chair or Vice-Chair

ATTEST:

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Maressa Treat,  
County Clerk and Secretary to the Board