

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION MODIFYING THE MEMBERSHIP, NAMING MEMBERS,  
AND SETTING MEETING SCHEDULE OF THE BYLAWS COMMITTEE  
OF THE OKLAHOMA COUNTY CRIMINAL JUSTICE AUTHORITY**

**WHEREAS**, the Oklahoma County Criminal Justice Authority is a public trust created under the laws of the State of Oklahoma and charged with the responsibility to operate the Oklahoma County Detention Center;

**WHEREAS**, Article VII of the Trust Indenture authorizes the creation of committees, subcommittees, and advisory committees as the Oklahoma County Criminal Justice Authority deems reasonable and prudent to carry out the functions of the public trust;

**WHEREAS**, Article VII of the Trust Indenture further authorizes the making of bylaws for the internal management of the Oklahoma County Criminal Justice Authority

**WHEREAS**, the Authority desires to provide greater structure and accountability in the management of the affairs of the Authority;

**WHEREAS**, in order to provide for the more efficient exercise of the powers granted by the Trust Indenture, the Oklahoma County Criminal Justice Authority deems it reasonable and prudent to establish a committee to provide draft bylaws for the internal management of the Authority;

**WHEREAS**, the Oklahoma County Criminal Justice Authority established the Bylaws Committee by Resolution 2026-1310 approved on April 13, 2026;

**WHEREAS**, the Oklahoma County Criminal Justice Authority now desires to amend and supplement Resolution 2026-1310 to re-define the membership of the Bylaws Committee, name members, and set the meeting schedule therefor;

**NOW THEREFORE BE IT RESOLVED BY THE AUTHORITY**, that the composition and duties of the Bylaws Committee shall be as follows:

1. The committee shall consist of three (3) members with no more than two Trustees serving on the committee;

2. Jim Holman shall serve as a Trustee-member and be designated as Chairman of the Bylaws Committee;

3. A second Trustee shall serve as a member of the committee and shall be selected first upon a volunteer basis and, if none, by nomination and approval by a majority vote of the Authority;

4. The remaining at-large committee member shall be selected by the Chairman of the Oklahoma County Criminal Justice Authority and shall serve without compensation;

5. The committee shall conduct all meetings in accordance with the Open Meeting Act, Title 25, Section 301 *et. seq.*, as required by Article VII(4) of the Trust Indenture at a location and frequency set forth herein;

6. In the event the County Clerk of Oklahoma County is unable to serve as Secretary to prepare and post agendas and minutes of the meetings of the committee, the committee may appoint an individual, who may or may not be a committee member, to serve as Secretary to the committee for this purpose;

7. Duties of the Committee shall be to draft bylaws for the internal management of the Authority and Detention Center staff to be presented and approved by a majority vote of the Oklahoma County Criminal Justice Authority.

**NOW THEREFORE BE IT RESOLVED BY THE AUTHORITY**, that the membership of the Bylaws Committee shall be as follows: Jim Holman, Chairman of the Oklahoma County Criminal Justice Authority, Charlie Toy, Trustee of the Oklahoma County Criminal Justice Authority, and Jim Bryan, at-large member.

**NOW THEREFORE BE IT RESOLVED BY THE AUTHORITY**, that the Bylaws Committee shall meet as follows at the Oklahoma County Detention Center:

1. The first meeting of the committee shall be held on June 23, 2026 at a time for which notice shall be given pursuant to the Open Meetings Act;

2. Subsequent meetings will be held at the call of the Chairman, at times for which notice shall be given pursuant to the Open Meetings Act, until bylaws have been approved by a majority of the committee members for presentation to the Oklahoma County Criminal Justice Authority;

3. After approval of the bylaws by the Oklahoma County Criminal Justice Authority, the committee shall meet at the call of the Chairman, but in any event no less than once per quarter, to review existing bylaws for possible amendment.

**ADOPTED** by the Oklahoma County Criminal Justice Authority on this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Chairperson of the Oklahoma County  
Criminal Justice Authority

ATTEST:

\_\_\_\_\_  
Oklahoma County Clerk