

# OKLAHOMA COUNTY

Oklahoma County Office Building  
320 Robert S Kerr Ave,  
Oklahoma City, OK 73102  
BOCC Meeting Room 204

8:54:12 AM

FILED IN OFFICE  
COUNTY CLERK  
OKLAHOMA CITY, OKLA

Jan 12 2026  
Maressa Treat,  
County Clerk, Okla. Cnty.

Maressa Treat



## Policy & Governance Regular Meeting Agenda

**Tuesday, January 13, 2026**

**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

Notice of the meeting was properly posted on January 12, 2026.

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 December 9, 2025.

[12-09-2025 P&G Minutes](#)

### Departmental Items

2. Discussion and possible action regarding the election of Chairman and Vice-Chairman for Calendar Year 2026. Requested by Paul Foster.
3. Discussion and possible action regarding selection of the January 2026 BOCC Employees of the Month and the 2025 BOCC Employee of the Year. This item is requested by Karen Kint, Director of HR/Safety.
4. 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.
5. Discussion and possible action regarding review and approval of the Oklahoma County Records Retention Policy. Requested by Jessica Clayton, County Manager.

[OK County Records Management Policy - Final 11.28.2025](#)

6. Discussion and possible action regarding review and approval of the Oklahoma County Sheriff's Office Records Retention Schedule. Requested by Jessica Clayton, County Manager.

[Oklahoma County Sheriff's Office Retention Schedule Summary](#)

[Oklahoma County Sheriff's Office Retention Schedule](#)

**Citizen Participation:** “Citizens may address the Board during open meetings under the agenda item “Citizen’s Participation.” However, the Board cannot discuss, take action or make any decisions on matters not on the current agenda. Please fill out a “Citizen’s Participation” request form provided by the County Clerk’s office or complete the fillable form that will be provided by

**PublicComment@oklahomacounty.org and submit via email or hand the form to the recording secretary prior to the meeting.**

**Board Comments**

**New Business:** In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.9, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

**Adjourn**