

OKLAHOMA COUNTY

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



Handbook Committee Meeting Minutes

Tuesday, February 17, 2026

10:00 AM

Brandi Mertens - Chair
Paul Foster - Vice-Chair
Rick Buchanan - Member
LeeAnn Hinds - Member
Brandon Holmes - Member
Erin McConnell - Member
Stacy Rodgers - Member
Ryan Jasper - Member

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

Recorded in the

Call To Order

Roll Call

LeeAnn Hinds enters at 10:01 am

Present: 8 - District 2 - Chief Deputy Brandi Mertens, District 3 - Chief Deputy Paul Foster, County Assessor - Admin Assistant LeeAnn Hinds, Treasurer - Chief Investment Officer Stacy Rodgers, County Clerk - Appointee Erin McConnell, Member Rick Buchanan, Sheriff - Major Brandon Holmes and District 1 - Appointee Ryan Jasper

Notice of the meeting was properly posted on February 5, 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 the minutes of January 27, 2026.

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

Aye: 7 - Mertens, Foster, Rodgers, McConnell, Buchanan, Holmes and Jasper

Absent: 1 - Hinds

Departmental Items

2. Discussion and possible action regarding the official working draft of the Oklahoma County Employee Policy Handbook. Requested by Clerks of the Board, Office of the County Clerk.

Holmes moved, Foster seconded, to follow the states current layout, of anyone over 5 years carried 640 hours. The motion carried by the following vote:

Aye: 5 - Mertens, Foster, Buchanan, Holmes and Jasper

No: 3 - Hinds, Rodgers and McConnell

McConnell moved, Jasper seconded, to move Compensatory Time definition to Standard Comp Time and remove Compensatory Time. The motion carried by the following vote:

Aye: 8 - Mertens, Foster, Hinds, Rodgers, McConnell, Buchanan, Holmes and Jasper

Jasper moved, McConnell seconded, to under Telecommute, change in second paragraph change "BOCC department head" to "in the case of a BOCC Department, the BOCC", in first paragraph omit BOCC department heads, and in 4th paragraph remove the apostrophe at the end of days. The motion carried by the following vote:

Aye: 8 - Mertens, Foster, Hinds, Rodgers, McConnell, Buchanan, Holmes and Jasper

McConnell moved, Hinds seconded, to add at the end of Emergency Leave section add "Accrued Emergency Leave will be paid upon separation." The motion carried by the following vote:

Aye: 8 - Mertens, Foster, Hinds, Rodgers, McConnell, Buchanan, Holmes and Jasper

3. Discussion and possible action regarding changes to the "Emergency Leave" section of the draft employee handbook. Requested by Ryan Jasper, District One.

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

Aye: 8 - Mertens, Foster, Hinds, Rodgers, McConnell, Buchanan, Holmes and Jasper

No Citizen Participation

Board Comments

Adjourn

Foster moved, Jasper seconded, to adjourn. The motion carried by the following vote:

Aye: 8 - Mertens, Foster, Hinds, Rodgers, McConnell, Buchanan, Holmes and Jasper

HANDBOOK COMMITTEE
OKLAHOMA COUNTY, OKLAHOMA

Chair or Vice-Chair

ATTEST:

Maressa Treat,
County Clerk and Secretary to the Board