

# OKLAHOMA COUNTY

*Oklahoma County Office Building  
320 Robert S Kerr Ave,  
Oklahoma City, OK 73102  
BOE Meeting Room 205*

11:02:54 AM

FILED IN OFFICE  
COUNTY CLERK  
OKLAHOMA CITY, OKLA

Aug 07 2025  
Maressa Treat,  
County Clerk. Okla. Cnty.



*Maressa Treat*

## Handbook Committee Special Meeting Agenda

**Tuesday, August 26, 2025**

**9:00 AM**

***Rick Buchanan - Chair  
Paul Foster - Vice-Chair  
Brandi Mertens - Member  
LeeAnn Hinds - Member  
Brandon Holmes - Member  
Erin McConnell - Member  
Stacy Rodgers - Member  
Joe Blough - 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 August 7, 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 the minutes of July 7, 2025.

[07-07-2025 Handbook Minutes](#)

## Departmental Items

2. Discussion and possible action regarding a new draft of the Oklahoma County Employee Handbook, including potential revisions or changes. Requested by Rick Buchanan, Handbook Chairman.

[2025 County Handbook Policy Draft - 05-22-2025](#)

[2025 County Handbook Policy Updated Draft - 08-07-2025](#)

3. Discussion and possible action regarding the Oklahoma County Employee Handbook providing clear rules regarding holiday leave for 28-day cycle employees, as recommended by the Oklahoma State Auditor & Inspector during the audit of the FY 22-23 ACFR. Requested by Rick Buchanan, Handbook Chairman.

**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](mailto:PublicComment@oklahomacounty.org) and submit via email or hand the form to the recording secretary prior to the meeting.

## Board Comments

## Adjourn