

OKLAHOMA COUNTY

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



Policy & Governance Meeting Minutes

Tuesday, November 12, 2024

10:00 AM

*Jessica Clayton - Chair
Paul Foster - Member
Cody Compton - Member*

YouTube: https://www.youtube.com/channel/UCz_5jEcl6kV8f6Y71exwfJA

*Recorded in the
Oklahoma County Clerk's Office*

Call To Order

Roll Call

Present: 3 - District 2 - Chief Deputy Jessica Clayton, District 3 - Chief Deputy Paul Foster and District 1 - First Deputy Cody Compton

Notice of the meeting was properly posted on November 8, 2024.

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 October 29, 2024.

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

Aye: 3 - Clayton, Foster and Compton

Recurring Items

Departmental Items

2. Discussion and possible action regarding the dates and times of the 2025 Regular Scheduled meetings for the Policy & Governance. Requested by Clerks of the Board, Office of the County Clerk per RE: HB 1416 of the First Regular Session of the 36th Legislature (1977).

Compton moved, Foster seconded, to approve as amended. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

3. Discussion and possible action regarding the updating and approval of the job description for the Financial Administrator for the BOCC. Requested by Karen Kint, Director of Human Resources/Safety.

No action

4. Discussion and possible action regarding the updating and approval of the job description for the Grant Writer for the BOCC. Requested by Karen Kint, Director of Human Resources/Safety.

Compton moved, Foster seconded, to receive. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

Foster moved, Clayton seconded, to approve job description. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

5. Discussion and possible action regarding selection of the November 2024 BOCC Employees of the Month. This item is requested by Karen Kint, Director of HR/Safety.
No action
6. 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 Danielle Drastata, Accenture.
No action
7. Discussion and possible action to obligate ARPA funds remaining in the 1415 account. Requested by Danielle Drastata, Accenture.
No action
8. Discussion and possible action to obligate LATCF dollars. Requested by Danielle Drastata, Accenture.
Compton moved, Foster seconded, to recommend that we utilize the LATCF dollars at the disposal of Oklahoma County in the amount of \$70,000 for HAU and \$30,000 to the indigent pharmacy program. The motion carried by the following vote:
Aye: 3 - Clayton, Foster and Compton
9. Discussion and possible action of proposed mitigation strategies of timeline risks for ARPA Project 10033, Court Clerk Social Distancing. Requested by Danielle Drastata, Accenture.
No action
10. Discussion and possible action of proposed mitigation strategies of timeline risks for ARPA Project 10130 Behavioral Health Facility. Requested by Danielle Drastata, Accenture.
No action
11. Discussion and possible action of proposed mitigation strategies of timeline risks for ARPA Project 10120 Annex Elevators. Requested by Danielle Drastata, Accenture. **No action**
12. Discussion and possible action regarding obligation of funds for ARPA Project 10130: BOCC, Medical/ Behavioral Health Services Facility through an interagency memorandum of understanding in an amount not to exceed \$38,960.380.00. Requested by Danielle Drastata, Accenture.
Compton moved, Foster seconded, to receive as well as forward to DA's office. The motion carried by the following vote:
Aye: 3 - Clayton, Foster and Compton
13. Discussion and possible action regarding obligation of funds for ARPA Project 10113: Benefits, COVID Medical Claims Projections through an interagency memorandum of understanding in an amount not to exceed \$2,228,473.76. Requested by Danielle Drastata, Accenture.
Compton moved, Foster seconded, to approve. The motion carried by the following vote:
Aye: 3 - Clayton, Foster and Compton

14. Discussion and possible action regarding formal project closeout of ARPA Project 10016: JJC Transport and Ops Vehicles. Closeout paperwork has been completed and there is confirmation from the department of no future ARPA expenditures. The project was fully expended at the authorized amount and has no remaining funds to obligate or expend. Requested by Danielle Drastata, Accenture.

No action

15. Discussion and possible action regarding formal project closeout of ARPA Project 10106: JJC Social Services Homeless Services Trailer. Closeout paperwork has been completed and there are no future ARPA expenditures. The project was not expended at the authorized amount and has \$15,155.10 to return to the 1415 account. Requested by Danielle Drastata, Accenture.

Compton moved, Foster seconded, to approve close out. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

16. Discussion and possible action regarding the adoption of the Memorandum of Understanding to the Subrecipient agreement between the Board of County Commissioners and the Town of Luther (Project ID: 20043: LVFD Fire Engine-Tanker) to allow the expenditure of funds between January 2025 and December 2026, aligning with the updated regulatory framework.

Compton moved, Foster seconded, to amend MOU on items 16-22. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

17. Discussion and possible action regarding the adoption of the Memorandum of Understanding to the Subrecipient agreement between the Board of County Commissioners and Allied Arts of Oklahoma, Inc. (Project ID: 20082: COVID Relief for Nonprofits) to allow the expenditure of funds between January 2025 and December 2026, aligning with the updated regulatory framework.

18. Discussion and possible action regarding the adoption of the Memorandum of Understanding to the Subrecipient agreement between the Board of County Commissioners and CARE Center; Child Abuse Response & Evaluation (Project ID 20002: Victim Services Project) to allow the expenditure of funds between January 2025 and December 2026, aligning with the updated regulatory framework.

19. Discussion and possible action regarding the adoption of the Memorandum of Understanding to the Subrecipient agreement between the Board of County Commissioners and the Oklahoma Home Finance Authority (Project ID 20000: Affordable Housing) to allow the expenditure of funds between January 2025 and December 2026, aligning with the updated regulatory framework.

20. Discussion and possible action regarding the adoption of the Memorandum of Understanding to the Subrecipient agreement between the Board of County Commissioners and ReMerge of Oklahoma County, Inc. (Project ID 20108: ReMerge Diversion Program Expansion) to allow the expenditure of funds between January 2025 and December 2026, aligning with the updated regulatory framework.

21. Discussion and possible action regarding the adoption of the Memorandum of Understanding to the Subrecipient agreement between the Board of County Commissioners and Health Alliance for the Uninsured (Project ID 20148: HAU Prescription Access Program) to allow the expenditure of funds between January 2025 and December 2026, aligning with the updated regulatory framework.
22. Discussion and possible action regarding the adoption of the Memorandum of Understanding to the Subrecipient agreement between the Board of County Commissioners and RestoreOKC, Inc. (Project ID 20068: RestoreOKC Culture of Health) to allow the expenditure of funds between January 2025 and December 2026, aligning with the updated regulatory framework.
23. Discussion and possible action regarding cremation and burial services. Requested by Jessica Clayton.

No action

24. Discussion and possible action regarding policies, processes, procedures, and status reports related to planning, oversight, and administration of Oklahoma County's Grants Programs. Requested by Nikkiey Morton, Oklahoma County Grant Administrator

Compton moved, Foster seconded, to recess at 11:41 a.m. until November 14th at 10:30 a.m. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

25. Discussion and possible action regarding formal project closeout of ARPA Project 10097: Social Services Homeless Navigator. Closeout paperwork has been completed and there are no future ARPA expenditures The project was not expended at the authorized amount and has \$43,978.35 to return to the 1415 account. Requested by Danielle Drastata, Accenture.

Compton moved, Foster seconded, to approve close out. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

26. Discussion and possible action regarding the deadline in which subrecipients must provide the required contracting information or risk having their project award being rescinded and reallocated. Requested by Danielle Drastata, Accenture.

Compton moved, Foster seconded, to set deadline for projects that are not and that all info is to Danielle before Friday at 5 p.m. .The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

No Citizen Participation

No Board Comments

No New Business

Reconvene at 10:30 a.m. on November 14, 2024.

This was return.

Roll Call

Present: 3 - District 2 - Chief Deputy Jessica Clayton, District 3 - Chief Deputy Paul Foster and District 1 - First Deputy Cody Compton

3. Discussion and possible action regarding the updating and approval of the job description for the Financial Administrator for the BOCC. Requested by Karen Kint, Director of Human Resources/Safety.

Clayton moved, Foster seconded, to receive. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

Clayton moved, Foster seconded, to approve the new job description for the BOCC Financial Administrative Assistant. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

5. Discussion and possible action regarding selection of the November 2024 BOCC Employees of the Month. This item is requested by Karen Kint, Director of HR/Safety.

Compton moved, Foster seconded, to reopen. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

Compton moved, Clayton seconded, to recommend to BOCC the only submission for the month of November. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

8. Discussion and possible action to obligate LATCF dollars. Requested by Danielle Drastata, Accenture.

No Action

9. Discussion and possible action of proposed mitigation strategies of timeline risks for ARPA Project 10033, Court Clerk Social Distancing. Requested by Danielle Drastata, Accenture.

No Action

10. Discussion and possible action of proposed mitigation strategies of timeline risks for ARPA Project 10130 Behavioral Health Facility. Requested by Danielle Drastata, Accenture.

No Action

23. Discussion and possible action regarding cremation and burial services. Requested by Jessica Clayton.

Compton moved, that the process we have in place as of October 31st, that any of the deaths that we have that occurred prior to November 1st, which was when the legislative change had went into effect, that those are handled by the County in the same manner in which they had been handled before. The motion was withdrawn.

Compton moved, Foster seconded, for the deaths that occurred prior to November 1st, we continue processing those and paying for them in the same manner that we did prior to November 1st. Any that occur post November 1st, we utilize the remaining funds in the ARPA 1415 accounts just shy of \$230,000.00 and begin that process in-house; being a continuation of the process it was done in the past, with the possibility of a shift due to an RFP process to a vendor in the future. Also, with the Chairman's office signing off as next of kin. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

- 24.** Discussion and possible action regarding policies, processes, procedures, and status reports related to planning, oversight, and administration of Oklahoma County's Grants Programs. Requested by Nikkiey Morton, Oklahoma County Grant Administrator

Compton moved, Foster seconded, to receive report. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

Adjourn

Compton moved, Foster seconded, to adjourn at 11:31 a.m. The motion carried by the following vote:

Aye: 3 - Clayton, Foster and Compton

POLICY & GOVERNANCE
OKLAHOMA COUNTY, OKLAHOMA

- Chair or
- Vice-Chair

ATTEST:

Maressa Treat,
County Clerk and Secretary to the Board