

**MINUTES
OFFICE OF JUVENILE AFFAIRS
BOARD OF DIRECTORS**

August 17 & 18, 2006

BOARD MEMBERS

Present: Jay Keel
George Lindley
Edward Smith
Gary Taylor
Linda Ware Toure
Charlie Jackson
Lonelia Simmons

PRESENT FROM THE OFFICE OF JUVENILE AFFAIRS

Todd Anderson, Jim Beene, Gary Bolin, Cindy Braun, Don Bray, Dorothy Brown, Rhonda Burgess, Kevin Clagg, Linda Coffman, Greg DeLaney, Jeff Gifford, Donna Glandon, Kim Gray, Wayne Johnson, Tammy Kelly, Charlotte McKey, Linda McLennan, Robert Morey, Marc Norvell, Marla Parish, Richard Parish, Mike Phillips, Tom Ray, Kim Sardis, Jerry Skinner, Elizabeth Stewart, Mary Jo Sullivan, Shantha Varahan

OTHERS PRESENT

Heather Arndt, Shawn Black, Kelly Chambers, Stella Church, Toni Godwin, Ellen Harwell, Walt Hendrick, Myron Mayberry, Nancy Morin, Charlie Nobles, Josh Rahe, Angel Riggs, Sara Vincent Spain, Holly Webb, Pam Wise

CALL TO ORDER

Chairman Lonelia Simmons called the August 17, 2006 Board Meeting of the Board of Directors of the Office of Juvenile Affairs to order at 1:00 p.m. at State Office, 3812 N. Santa Fe, Suite 400, Oklahoma City, OK.

STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT

Linda McLennan, Board Secretary, confirmed the Board of Juvenile Affairs is in compliance with the Open Meeting Act.

Chairman Lonelia Simmons read the Office of Juvenile Affairs Mission Statement.

VOTE TO CONVENE INTO EXECUTIVE SESSION

MOTION BY CHARLIE JACKSON WITH SECOND BY GEORGE LINDLEY TO CONVENE INTO EXECUTIVE SESSION
MOTION PASSED

Voting Aye: Jay Keel
George Lindley
Edward Smith
Gary Taylor
Lind Toure
Charlie Jackson
Lonelia Simmons

VOTE TO RETURN TO OPEN SESSION

MOTION BY CHARLIE JACKSON WITH SECOND BY GEORGE LINDLEY TO CONVENE INTO OPEN SESSION
MOTION PASSED

Voting Aye: Jay Keel
George Lindley
Edward Smith
Gary Taylor
Linda Toure
Charlie Jackson

Lonelia Simmons

VOTE ON ITEMS FROM EXECUTIVE SESSION

MOTION BY GEORGE LINDLEY WITH SECOND BY ED SMITH TO APPOINT ROBERT E. CHRISTIAN AS EXECUTIVE DIRECTOR OF THE OFFICE OF JUVENILE AFFAIRS, EFFECTIVE SEPTEMBER 1, 2006 AND TO FIX HIS COMPENSATION AT \$96,705 YEARLY.

MOTION PASSED

Voting Aye: Jay Keel
George Lindley
Edward Smith
Gary Taylor
Linda Toure
Charlie Jackson
Lonelia Simmons

MOTION BY GEORGE LINDLEY WITH SECOND BY JAY KEEL TO ADJOURN UNTIL 10:00 A.M. ON FRIDAY MORNING, AUGUST 18th.

MOTION PASSED

Voting Aye: Jay Keel
George Lindley
Edward Smith
Gary Taylor
Linda Toure
Charlie Jackson
Lonelia Simmons

The Board of Directors re-convened at 10:00 a.m. on Friday, August 18th with Chairman Lonelia Simmons calling the meeting to order.

PUBLIC COMMENTS

There were no public comments.

Chairman Simmons introduced the new Executive Director of the Office of Juvenile Affairs, Robert E. "Gene" Christian.

Mr. Christian stated it is a pleasure to serve the agency and serve this Board. He is looking forward to the challenges, but see this as an exciting time. As an agency, OJA will be stepping forward to meet these challenges.

REPORTS

FINANCE COMMITTEE REPORT

Charlie Jackson presented. Mr. Jackson and George Lindley met with finance this morning prior to the Board Meeting. It was a fairly short committee meeting as the last fiscal year has ended and we are one month into the new fiscal year. Ms. Varahan will present the Budget Report.

FINANCE REPORT

Shantha Varahan, Financial Services Division Administrator, presented the Finance Report for the Month ended July 31, 2006.

FY-06 Budget Projections as of July 31, 2006

Description	Totals
FY-2006 Budget Work Program	\$114,518,456
Year-to-Date Expenditures	(108,270,223)
Encumbrances	(4,122,355)

Balance as of July 31, 2006	2,125,878
Less: Remaining Payroll Costs (Est.)	-
Less: Remaining Travel Budget	(51,347)
Less: OJJDP/JAIBG/Other Adjustments	(1,041,661)
Budget Available for Unfunded Mandates	1,032,870

**OFFICE OF JUVENILE AFFAIRS
CHANGES IN APPROPRIATIONS**

Description	Totals
FY-2006 Appropriations Base	\$ 98,323,348
5% pay increase beginning October 1	1,349,552
Graduated Sanctions Program	575,000
Juvenile Detention Centers	700,000
Youthful Offender Study	15,000
CARS	800,000
Multi-Systemic Treatment	623,000
Operations Increase	458,685
Pay increase for Director Care	1,375,000
FY 2007 Appropriations	\$104,219,585

FY-07 Budget Projections as of July 31, 2006

Description	Totals
FY-2007 Budget Work Program	\$118,875,461
Year-to-Date Expenditures	(3,495,591)
Encumbrances	(63,265,351)
Balance as of July 31, 2006	52,114,519
Less: Remaining Payroll Costs (Est.)	(45,565,054)
Less: Remaining Travel Budget	(697,278)
Less: OJJDP/JAIBG/Other Adjustments	(2,478,876)
Budget Available for Unfunded Mandates	3,373,311

FY-07 Budget to Actual for Payroll as of August 10, 2006

	State Office	Residential Services	JSU	Totals
YTD BWP	567,582	2,107,088	1,302,942	3,977,612
YTD Exp	515,598	2,116,190	1,236,157	3,867,945
YTD Vary	51,984	-9,102	66,785	109,667

Comparison of FY-07 Travel Costs to Budget

FY-2007 Budget	FY-2007 Actual	Total Variance	FY-2006 Actual
-	1,511	(1,511)	4,598

FY-07 Revolving Fund Revenues / Expenditures as of July 31, 2006

	FY-2007 Budget	FY-2007 Receipts	Variance from Budget	FY-2007 Expenditures	FY-2006 Expenditures
Sub-Total	79,553	16,550	(63,003)	154,934	123,144

June 30, 2006 Cash Balance was \$420,160

FY-07 Title IV-E as of July 31, 2006

	FY-07 Budget	FY-07 Receipts	Variance from Budget	FY-06 Receipts
Sub-Total	33,333	166,477	133,144	-

Claims in Transit - \$69,200

FY-07 Targeted Case Management as of July 31, 2006

	FY-07 Budget	FY-07 Receipts	Variance from Budget	FY-06 Receipts
Sub-Total	250,000	329,466	79,466	305,415

FY-2007 Residential Behavior Management Services as of July 31, 2006

	FY-07 Budget	FY-07 Receipts	Variance from Budget	FY-06 Receipts
Sub-Total	431,485	454,795	23,310	398,008

FY-07 Title XIX – Admin as of July 31, 2006

	FY-07 Budget	FY-07 Receipts	Variance from Budget	FY-06 Receipts
Sub-Total	14,583	-	(14,583)	-

Emergency Purchases

Date	Location	Description	Repair Cost
6/6/06	LE Rader	Repair power to transfer	\$29,159
6/27/06	COJC	Repair sprinkler system	\$ 1,012
7/24/06	LE Rader	Replace hot water tank Aquarius Unit	\$ 7,500
7/25/06	COJC	Repair by replacement compressor (Kitchen)	\$ 7,055
8/04/06	COJC	Repair Heating and A/C (School Gym)	\$ 7,127

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Sole Source

Control #	Vendor	Date	Cost	Requestor	Division/Purpose
No New Sole Source Contracts Since Last Board Meeting.					

Charlie Jackson asked for clarification regarding the findings of the audit for the hold of \$10 million in federal grants money. Ms. Varahan stated the Board Members have the information on the findings in their Board Books. All current issues have been closed and the frozen funds have been cleared for release. The auditors are returning on August 21 to review a few of the formula grants and block grants. All the supporting documents are ready for review so a good outcome is expected.

Mr. Jackson also announced that Shantha Varahan would be leaving the Agency and not be attending the next Board Meeting in September. Mr. Jackson expressed appreciation and thanks for the work performed during her time with OJA, especially during this period involving audits.

Shantha Varahan will be joining FAA on September 5. Ms. Varahan stated her appreciation to the Board Members, Director and colleagues for the help she has received during the last ten months.

Ms. Simmons welcomed and introduced new Board Member, Dr. Linda Ware Toure. Former Board Member and Chairman, Mr. Charlie Nobles, was recognized at the meeting.

LEGISLATIVE REPORT

Marla Parish, Legislative Liaison, presented. At this time the Legislature is not in session and Ms. Varahan gave the Board Members the numbers for the 2007 Appropriations OJA received during the Special Session. Ms. Parish will distribute copies of a compilation of all new legislation enacted in 2006. This was a most important year for OJA in terms of substantive law since the beginning of the agency with more amendments to Title 10 than ever before. Training for staff is being completed. One interim study has been filed. Three legislators, which include Rep. Thad Balkman, have requested a study on juvenile sex offenders. There is no anticipation of any study meeting prior to the election in November.

DISCUSSION WITH POSSIBLE VOTE TO APPOINT A CHAIRMAN FOR THE RATES AND STANDARDS COMMITTEE.

—
MOTION BY GEORGE LINDLEY WITH SECOND BY JAY KEEL TO APPOINTMENT CHARLIE JACKSON AS CHAIRMAN OF THE RATES AND STANDARDS COMMITTEE.

MOTION PASSED

Voting Aye: Jay Keel
 George Lindley
 Edward Smith
 Gary Taylor
 Linda Toure
 Lonelia Simmons

Abstain: Charlie Jackson

DISCUSSION WITH POSSIBLE VOTE TO APPROVE THE BOARD MEETING MINUTES OF JUNE 16, 2006.

—
MOTION BY ED SMITH WITH SECOND BY CHARLIE JACKSON TO APPROVE THE BOARD MEETING MINUTES OF JUNE 16, 2006 AS PRESENTED.

MOTION PASSED

Voting Aye: Jay Keel
 George Lindley
 Edward Smith
 Gary Taylor
 Linda Toure

Charlie Jackson
Lonelia Simmons

DISCUSSION WITH POSSIBLE VOTE FOR A 2-DAY BOARD WORKING RETREAT FOR THE SEPTEMBER, 2006 MEETING.

MOTION BY CHARLIE JACKSON WITH SECOND BY GEORGE LINDLEY TO SCHEDULE SEPTEMBER 19th AND 20th, 2006 FOR A 2-DAY WORKING RETREAT ON HB 2999 TO BE HELD IN OKLAHOMA CITY.

MOTION PASSED

Voting Aye: Jay Keel
George Lindley
Edward Smith
Gary Taylor
Linda Toure
Charlie Jackson
Lonelia Simmons

VOTE TO CONVENE INTO EXECUTIVE SESSION

MOTION BY GARY TAYLOR WITH SECOND BY GEORGE LINDLEY TO CONVENE INTO EXECUTIVE SESSION

MOTION PASSED

Voting Aye: Jay Keel
George Lindley
Edward Smith
Gary Taylor
Linda Toure
Charlie Jackson
Lonelia Simmons

VOTE TO RETURN TO OPEN SESSION

MOTION BY GEORGE LINDLEY WITH SECOND BY JAY KEEL TO CONVENE INTO OPEN SESSION

MOTION PASSED

Voting Aye: Jay Keel
George Lindley
Edward Smith
Gary Taylor
Linda Toure
Charlie Jackson
Lonelia Simmons

VOTE ON ITEMS FROM EXECUTIVE SESSION

No Items requiring a vote.

Ms. Simmons stated that she overlooked the Executive Director's comments on the Agenda. Ms. Simmons thanked Gary Bolin for his job as Interim Director of the Agency.

Mr. Bolin presented. OJA has completed a Social Security Audit within this last month and received an excellent rating. OJA has had 26 employees participate in \$40,000 of free training from the American Correctional Association. Obviously, there was success with Legislators on pay-raises, even though the full amount requested was not received. Mr. Bolin thanked the staff for their work with him over the past six months.

ADJOURNMENT

Chairman Lonelia Simmons adjourned the meeting at approximately 11:22 a.m.

Minutes approved in regular session on the 19th day of September, 2006

Lonelia Simmons

Lonelia Simmons, Chairman

PREPARED BY:

Linda McLennan

Linda McLennan
Board Secretary