

MINUTES
BOARD OF JUVENILE AFFAIRS
November 18, 2005

BOARD MEMBERS

Present: Charlie Jackson
Ray Don Jackson
George Lindley
Lonelia Simmons
Charlie Nobles

Absent: Jay Keel
Gary Taylor

PRESENT FROM THE OFFICE OF JUVENILE AFFAIRS

Gary Bolin, Don Bray, Rhonda Burgess, Dorothy Brown, Kevin Clagg, Richard DeLaughter, Jeff Gifford, Donna Glandon, Andrea Howry, James Johnson, Linda McLennan, Robert Morey, Roxanne Morgan, Marla Parish, Richard Parish, Mike Phillips, Kim Sardis, Julius Smith, Elizabeth Stewart, Teresa Wakolee

OTHERS PRESENT

Jason Benskin

CALL TO ORDER

Chairman Charlie Nobles called the November 18, 2005 regular meeting of the Board of Directors of the Office of Juvenile Affairs to order at 10:09 a.m. at the Renaissance Tulsa Hotel and Convention Center, Room IX, 6808 South 7th East Avenue, Tulsa, OK 74133

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 Charlie Nobles read the mission statement and as always admonished all to adhere to this mission statement. Mr. Nobles also expressed his appreciation to the Board for moving the Board Meetings to Tulsa for the last three meetings.

EXECUTIVE DIRECTOR'S COMMENTS

Richard DeLaughter, Executive Director, presented. Mr. DeLaughter introduced Ms. Shantha Varahan to the Board Members. Ms. Varahan is the new Chief Financial Officer for the Office of Juvenile Affairs. She is a Certified Public Accountant (CPA). She holds a B.B.A. in Accounting from the University of Oklahoma and a Masters in Public Administration also from the University of Oklahoma. She has been with the State of Oklahoma since 1989. She has worked for the Department of Human Services, Child Support Enforcement Division, the Department of Rehabilitative Services, the Oklahoma Corporation Commission and most recently was the Comptroller for the Oklahoma Insurance Department.

Ms. Varahan is a licensed and practicing Certified Public Accountant. She brings fifteen years of experience in financial analysis and planning, auditing and accounting to the job. She is well versed in all state utilized computer applications including Oracle-based PeopleSoft Accounting systems. She has also volunteered her time to her community by assisting in the Norman Public Library System's Income Tax Preparation program for AARP. Ms. Varahan is a member of Beta Gamma Sigma-Honor society for Accountants and is a member of Pi Alpha Alpha – society for Public Administrators. Ms. Varahan lives in Norman, Oklahoma and is married to Dr. Lakshmi Varahan, a George L. Cross Chair professor of Computer Science at the University of Oklahoma. She has two children. Her daughter is a Doctor in Internal Medicine serving her residency at Case Western Reserve University in Cleveland, Ohio and her son is a student at Washington University in St. Louis working on his MBA.

Mr. DeLaughter listed activities the executive staff has attended since the last Board Meeting in September 2005. On September 22, Mr. DeLaughter welcomed those in attendance at the National Association of Blacks in Criminal Justice Conference, which was held in Oklahoma City. There have been 5 Youthful Offender Task Force Meetings attended in the last two months. There has been an array of presentations given to the Task Force Members in preparation for the report due to the Legislature and the Governor by January 6, 2006. At this time, the recommendations are not firm. The Board will be notified of the findings of this Task Force as it becomes available. On September 27 there was an OAYS contract meeting and Ray Don Jackson will be giving a report to the Board. On September 29, the American Correctional Association held an exit conference at the Central Oklahoma Juvenile Center in Tecumseh. The exit conference at Rader

was held two weeks later.

The Executive Director served the Oklahoma City Public Schools as Principal for a Day at a local Elementary School. The Annual Institute for Child Advocacy was held at the University of Central Oklahoma on October 11 and 12 in Edmond. OJA attended, as well as participated in the Forum. On October 13, OJA held it's annual Employee Recognition Luncheon recognizing 11 employees for outstanding service. On October 18, a Legislative Interim Study on Gangs was held in Representative Ron Peters' Chambers. This was the first of several interim studies involving OJA.

Mr. DeLaughter gave the Opening Remarks at the Oklahoma Correctional Association Annual Conference held in Tulsa on October 19. OJA presented at the Oklahoma Judicial Conference in Oklahoma City on November 1. Kim Sardis, Division Administrator for Community Services, presented information on fieldwork. On November 10, a Fall Festival was held at the L.E. Rader Center. OJA received positive press coverage in the Sand Springs Leader relating to the festival. This was a huge effort by Jimmy Martin, Rader Superintendent, and his staff and they are to be commended.

Last Tuesday, November 15, OJA made presentations to the House and also to the Senate regarding the State Auditor and Inspector General's Audit Report. The Board Members received copies of that presentation made by OJA. On November 17, there were two Legislative Interim Studies held. Representative Peters Committee heard OAYS response to the State Auditor and Inspector General's Audit Report and there was also an interim study on OJA's Tracking process.

Finally, the Department of Justice Exit Conference was held at L.E. Rader Center on November 17 regarding the conditions of confinement. The DOJ will issue a report to the Attorney General's Office related to their findings.

PUBLIC COMMENTS

There were no Public Comments presented.

REPORTS

LEGISLATIVE REPORT

Marla Parish, Legislative Liaison, presented. There has been a great deal of Legislative activity. OJA is scheduled for a performance review with the House Appropriations Subcommittee in the near future. In January, OJA will also meet with the Senate Appropriations Subcommittee on Human Services for a performance review. On December 1, a meeting will be held with Scott Meacham and Claudia San Pedro to discuss OJA's budget requests for FY-07 for submission into Governor's Budget that will be issued in January. The session starts the first Monday in February.

OJA has not had an agency request bill for the past several years. A number of staff has asked for statutory changes so an agency bill will be presented to the Legislature in 2006. Most of these changes are clean up and are all related to Title 10. Changes are necessary since some programs are no longer in existence. One example is the boot camp that was first set-up in the new start program at COJC. That program is no longer in existence. The Military Mentoring Program is another example. The majority of the changes are clean up with a few personnel issues.

Ms. Parish presented these changes to the Board Members.

Mr. Nobles expressed his personal appreciation to Mr. Ray Don Jackson for attending the audit meetings with OAYS and giving the reports to the Board Members.

AUDIT COMMITTEE REPORT

Ray Don Jackson, Board Member, presented. In the past month, the Office of Juvenile Affairs has accomplished the following with regard to its Strategic Plan to address audit issues.

- Contract extensions for the second six months of state fiscal year 2006 have been finalized and are being sent to contractors;
- The new contracts require each individual contractor to submit detailed descriptions of the prevention services currently being provided with funds from OJA contracts. This information will be used to develop program definitions as required by statute;
- OJA's committees continue to work on issues related to the Audit and the Budget Committee is close to finalizing recommended procedures for allowable costs;
- The Office of Juvenile Affairs has participated in two meetings with the State Auditor and Inspector's Task Force regarding the audit. Rick Olderbak, Kevin Clagg and Mike Heath attended the meetings;
- Additional training regarding financial claims is being provided this month by OJA staff in five separate meetings across the state;
- On Tuesday, November 15, the Office of Juvenile Affairs made presentations to House and Senate Interim Study

Committees on the actions being taken by OJA to address audit issues;

- On Thursday, November 17, OAYS and various youth services agencies made a similar presentation and requested that the Youth Services Appropriations be shifted to the Oklahoma Commission on Children and Youth.

FINANCE REPORT

Kevin Clagg, Financial Services Assistant Division Administrator, presented the Board Finance report for the Month Ended October 31, 2005.

FY-05 Budget Projections as of October 31, 2005

Description	Totals
FY-2005 Budget Work Program	\$109,989,381
Year-to-Date Expenditures	(106,420,207)
Encumbrances	(764,174)
Balance as of October 31, 2005	2,805,000
Less: OJJDP/JAIBG/Other Adjustments	(1,934,247)
Current Budget Balance Available for Carry-over	870,753

FY-06 Budget Projections as of October 31, 2005

Description	Totals
FY-2006 Budget Work Program	\$114,398,856
Year-to-Date Expenditures	(29,737,322)
Encumbrances	(43,170,951)
Balance as of October 31, 2005	41,490,583
Less: Remaining Payroll Costs (Est.)	(29,971,969)
Less: Remaining Travel Budget	(460,403)
Less: OJJDP/JAIBG/Other Adjustments	(6,012,311)
Current Budget Balance Available	5,045,900

FY-06 Budget to Actual for Payroll as of November 10, 2005

	State Office	Residential Services	JSU	Totals
YTD BWP	2,120,851	8,027,679	4,935,127	15,083,657
YTD Exp	1,913,842	7,937,533	4,795,977	14,647,352
YTD Vary	207,009	90,146	139,150	436,305

Comparison of FY-06 Travel Costs to Budget

FY-2006 Budget	FY-2006 Actual	Total Variance	FY-2005 Actual
153,817	153,633	184	137,700

FY-06 Revolving Fund Revenues as of October 31, 2005

	FY-2006 Budget	FY-2006 Receipts	Variance from Budget	FY-2006 Expenditures	FY-2005 Receipts
Sub-Total	276,270	238,680	(37,590)	289,811	234,168

FY-06 Title XIX and IV-E Combined as of October 31, 2005

	FY-06 Budget	FY-06 Receipts	Variance from Budget	FY-05 Receipts
Sub-Total	3,383,432	2,631,450	(751,982)	2,700,036

FY-06 Title IV-E as of October 31, 2005

	FY-06 Budget	FY-06 Receipts	Variance from Budget	FY-05 Receipts
Sub-Total	500,000	-	(500,000)	-

FY-06 Targeted Case Management as of October 31, 2005

	FY-06 Budget	FY-06 Receipts	Variance from Budget	FY-05 Receipts
Sub-Total	1,000,000	1,002,537	2,537	1,008,751

Residential Behavior Management Services as of October 31, 2005 for FY-06

	FY-06 Budget	FY-06 Receipts	Variance from Budget	FY-05 Receipts
Sub-Total	1,776,764	1,628,913	(147,851)	1,691,285
	Note: 12 Level E and 12 Level E Enhanced Beds are not yet open.			

FY-06 Title XIX – Admin as of August 31, 2005

	FY-06 Budget	FY-06 Receipts	Variance from Budget	FY-05 Receipts
Sub-Total	106,668	-	(106,668)	-

Emergency Purchases

Date	Location	Description	Repair Cost
09/10/05	L. E. Rader Center	Fence Sensor	\$1,850.00
09/10/05	L. E. Rader Center	Replace Cameras	\$11,272.00

Sole Sources

Control #	Vendor	Date	Cost	Requestor	Division/Purpose
SS2006-002	Charles Kehoe	10/20/05	\$5,500	Richard DeLaughter	ISD/Consultant for Rader Federal Inspection

Mr. Nobles requested a status update on the new fence for the L. E. Rader Center. The Director stated a bid had been selected for the Contractor and the bid came in under budget. The information has been sent back to the Department of Central Services and they will send the award to that contractor. There is a 120-day time limit on installation. Charlie Jackson asked for explanation regarding the sole source for the fence yet there were four bidders. The Director said the

fence was a sole source, however, the bidding for installation was open for any contractor. Mr. Jackson asked about the additional cost related to the requirement of an engineer drawing the specifications. Mr. Clagg said there would be additional costs related to the moving of portable buildings. The total cost should still be within the funding allocated for the fence.

INSTITUTIONAL ACA AUDIT REPORT

Ms. Elizabeth Stewart, Division Administrator for Institutional Services, presented. OJA has had two American Correctional Association Accreditation Audits since the last Board Meeting. The audits were conducted at Central Oklahoma Juvenile Center and the L.E. Rader Center. Ms. Stewart presented staff from each facility; James Johnson, COJC Superintendent, Teresa Wakolee, COJC, Julius Smith Deputy Superintendent Rader and Roxanna Morgan, Rader. Ms. Stewart recognized the staff for excellent ACA Audit Ratings. According to statutes, OJA Institutions must be accredited by the ACA. With the ACA Accreditation there are 32 mandatory standards that 100% compliance is required and scoring on 422 non-mandatory standards. COJC received a score of 100% on mandatory and 100% on non-mandatory, which is very rare. Rader received 100% on mandatory standards and 99.51% on non-mandatory. Ms. Stewart thanked the entire staff at both Institutions for such excellent reports.

Mr. Nobles asked Ms. Stewart to provide the Board Members with a list of the requirements for accreditation. Ms. Stewart said that books would be ordered from ACA that gives the standards and the requirements to meet each of these standards.

WAITING LIST UPDATE

Jeff Gifford, Support Services Division Administrator, presented. Mr. Gifford started with a repeat of the OJA Placement presentation made to the Board Members in December 2004. Mr. Gifford stated that a background in placement assessments were necessary before looking at current placement trends. Mr. Gifford explained in detail the placement process, waiting list trends, detention, and targeted release dates.

The latest placement numbers as of November 16, 2005.

Facility Type	Waiting	Pending	Totals
Maximum Secure / ITP	0	N/A	0
Medium Secure	23	N/A	23
Level E Group Homes	38	23	61
Specialized Community Home	3	0	3
TOTAL YOUTH ON WAITING LISTS:	64	23	87

Currently, the waiting list is having a downward trend. Mr. Nobles asked what the number of Youthful Offenders in the institutions is today compared to Youthful Offenders in institutions in 2000. Mr. Gifford said he is working on those numbers for the Monday Youthful Task Force Meeting, but he doesn't have them today.

Mr. Nobles asked if these are the true and current numbers of kids waiting for placement in OJA. Mr. Gifford it is.

The Chairman called a 5-minute break.

BOARD RESPONSIBILITIES AND COMPLIANCE

Dorothy Brown, Assistant Attorney General presented. Ms. Brown advised the Board Members of a workshop the Attorney General and Guy Tudor will be conducting on the Open Meeting and Open Records Acts on December 7 from 1:00 to 4:00 at MetroTech in Oklahoma City.

The Board Members were each presented a book of the latest version of the Office of Juvenile Affairs Rules. Ms. Brown presented a revision of the responsibilities for the Board as a proposed amendment to the Rules.

Title 377, Office of Juvenile Affairs

Chapter 1. Function and Structure of the Office of Juvenile Affairs

Subchapter 1. Function and Structure of the Office of Juvenile Affairs

- (i) **Responsibilities.** The purpose of the Board of Juvenile Affairs is to act as the governing board for the Office of Juvenile Affairs and to implement and direct the mandates of the Oklahoma Legislature with respect to the custody, care, and supervision ~~of~~ of juveniles adjudicated to be delinquent or in need of supervision ~~or persons sentenced as youthful offenders~~. The Oklahoma Juvenile Code, title 10, O.S., § 7301 *et seq.* and other provisions of law related to children and youth gives the Board the responsibility for:

- (1) promulgating rules for the Office of Juvenile Affairs and for its own governance; 10 O.S. 2001, § 7302-1.1.H.1.
- ~~(2)~~ (2) adopting an official seal for the Office of Juvenile Affairs; 10 O.S. 2001, § 7302-1.1.H.1.
- ~~(2)~~ (3) appointing and setting the salary of the Executive Director of the office of Juvenile Affairs; 10 O.S. 2001, § 7302-1.1.H.1. and in the event of a vacancy, designating an interim or acting Executive Director, including the Deputy Director of the Department of Juvenile Justice, until a new and permanent Executive Director is appointed; 10 O.S. 2001, § 7302-1.1.H.1.
- ~~(3)~~ (4) reviewing and approving OJA's budget request to the Governor; 10 O.S. 2001, § 7302-1.1.H.1.
- ~~(4)~~ (5) assisting OJA in conducting regular reviews and planning Activities related to the goals, objectives, priorities, and policies of the Office; 10 O.S. 2001, § 7302-1.1.H.5
- ~~(5)~~ (6) providing a public forum for receiving comments and disseminating information to the public regarding the goals, objectives, priorities, and policies at least quarterly; 10 O.S. 2001, § 7302-1.1.H.6
- ~~(6)~~ (7) adopting nonbinding resolutions requesting action by the Office in response to comments from the public or upon their the Board's own initiative; 10 O.S. 2001, § 7302-1.1.H.6
- ~~(7)~~ (8) establishing OJA contracting procedures and guidelines for rates of payment for services provided by contract; provided the Board may not increase payment rates during the time the Legislature is not in session; 10 O.S. 2001, § 7302-1.1.H.7
- ~~(8)~~ (9) serving as the rulemaking body for the Office of Juvenile Affairs, including promulgating rules which implement the duties and responsibilities of the Office of Juvenile Affairs pursuant to the Oklahoma Juvenile Code; 10 O.S. 2001, § 7302-1.1.I.1
- ~~(9)~~ (10) developing performance standards for programs implemented by the Department of Juvenile Justice, either directly or by contract; 10 O.S. 2001, § 7302-1.1.I-5
- ~~(10)~~ Appointing a temporary acting Executive Director in the event of a vacancy; appointing the Executive Director, or in the event of a vacancy, designating an interim or acting Executive Director, including the Deputy Director of the Department of Juvenile Justice, until a new and permanent Executive Director is appointed. 10 O.S. 2001, § 7302-2.1.E
- (11) establishing fee schedules; 10 O.S. 2001, § 7302-2.2.D.6
- (12) advising OJA with respect to real estate leases; 10 O.S. 2001, § 7302-2.2.D.11.
- (13) establishing standards for certification of Community Intervention Centers and criteria for assessments; 10 O.S. 2001, § 7302-3.5.D
- ~~(13)~~ (14) approving criteria for designation of organizations as "Youth Services Agencies"; 10 O.S. 2001, § 7302-3.6a.B.2.
- ~~(14)~~ (15) establishing an administrative hearing and appeal process for denials of "Youth Service Agency" designation; O.S. 2001, § 7302-3.6a.D.3
- ~~(15)~~ (16) reviewing annually the DJJ report (OJA Annual Report) which analyzes and evaluates the effectiveness of DJJ programs and services; and 10 O.S. 2001, § 7302-3.11 analyzes and evaluates the effectiveness of the Youthful Offender Act; 10 O.S. 2001, § 7302-3.11.B
- (17) promulgating rules, outlining policies and procedures governing the operation of facilities operated by or through contract with the DJJ; 10 O.S. 2001, §§ 7302-6.2, 6.3
- (18) establishing standards for regimented juvenile training programs; 10 O.S. 2001, § 7302-6.9
- (19) establishing ~~the proposal submission and education procedures and criteria rules as necessary for the implementation of the Delinquency and Youth Gang Intervention and Deterrence-Prevention Act;~~ 10 O.S. 2001, § 7302-7.4
- ~~(20)~~ submitting information and recommendations deemed necessary by the Board for inclusion in the DJJ annual report of the Youth Gang grants and contracts; 10 O.S. of the "Juvenile Offender Victim Restitution Work Program"; 10 O.S. 2001, § 7302-8.1
- ~~(20)~~ (21) promulgating rules necessary for the implementation of the "Juvenile Offender Victim Restitution Work Program"; 10 O.S. 2001, § 7302-9.4
- ~~(21)~~ (22) adopting rules as required to implement the Serious and Habitual Juvenile Offender Program and Juvenile Justice Information System; 10 O.S. 2001, § 7302-9.4
- ~~(22)~~ (23) establishing certification standards for municipal juvenile facilities for temporary detention; 10 O.S. 2001, § 7303-1.2
- ~~(23)~~ (24) establishing standards for training with respect to military mentor programs administered by the Oklahoma Military Department; 10 O.S. 2001, § 7303-5.3
- ~~(24)~~ (25) promulgating standards for certification of juvenile detention facilities; 10 O.S. 2001, § 7304-1.3.C.1
- ~~(25)~~ (26) developing, adopting, and implementing the "State Plan for the Establishment of Juvenile Detention Services"; 10 O.S. 2001, § 7304-1.3
- ~~(26)~~ (27) establishing procedures for the letting of contracts or grants and the requirements for receiving grants and contracts for juvenile detention services or facilities; and 10 O.S. 2001, § 7304-1.3
- ~~(27)~~ (28) establishing standards for the certification of detention services; 10 O.S. 2001, § 7304-1.3.D.2
- ~~(28)~~ (29) promulgating rules for the Office of Juvenile Affairs to obtain national criminal history records searches in

accordance with Section 404.1 of Title 10 for personnel working with or around juveniles in the Office of Juvenile Affairs' institutions and Office of Juvenile Affairs' operated facilities; 10 O.S. 2001, §7302-6.2

(30) promulgating rules for the expansion for criminal records searches or foster care eligibility assessments beyond the records searches conducted by the Oklahoma State Bureau of Investigation; 10 O.S. 2001, § 404.1.C

(31) promulgating rules defining contraband for purposes of inspection of mail; 10 O.S. 2001, § 7302-6.3

(32) promulgating rules governing the use of mechanical restraints in institutions and other facilities operated by or through Contract with the Office of Juvenile Affairs; 10 O.S. 2001, § 7302-6.4

(33) receiving and reviewing institutional inspection reports of the State Fire Marshall and Commissioner of Public Health; 10 O.S. 2001, § 7302-6.6

(34) approving a form for the statistical reporting by the Department of Health of detention of persons under the age of 18 in any adult jail, lock-up, or other adult facility; 10 O.S. 2001, § 7304-1.3

(35) promulgating rules and forms necessary for the implementation of the juvenile sex offender registry; 10 O.S. 2001, §7308-1.13

(36) establishing guidelines and procedures for Juvenile Bureaus to ensure uniformity in the performance of the Juvenile Bureau's statutory duties. 10 O.S. 2001, § 7305-1.3.B.

Ms. Brown stated that by law, the Department of Justice gives power/authority to the Office of Juvenile Affairs to enforce the rules and provisions of the Juvenile Code. Mr. Nobles asked if the Board of Juvenile Affairs has completed the responsibilities it has been organized to complete by law? These rules presented today are an idea of what Ms. Brown feels the Board could do. Ms. Brown stated that these rules should be reviewed annually for compliance. She suggested that Mr. Nobles appoint a committee to work with her and Robert Morey to discuss these rules and the matter of compliance. Mr. Nobles appointed Charlie Jackson, Gary Taylor and George Lindley as members of this committee.

Robert Morey explained the procedure to promulgate rules. Mr. Morey explained that there is a formal process involving approximately 120 days of work to promulgate a rule. Rule changes must be voted by the Legislature and approved by the Governor and only done during the Legislative Session. Historically, rules are brought before the approval of this Board in February.

ACTION ITEMS

DISCUSSION WITH POSSIBLE VOTE TO APPROVE THE BOARD MEETING MINUTES OF SEPTEMBER 19, 2005.

MOTION BY LONELIA SIMMONS WITH SECOND BY CHARLIE JACKSON TO APPROVE THE SEPTEMBER 19, 2005 BOARD MEETING MINUTES AS PRESENTED.

MOTION PASSED

Voting Aye: Charlie Jackson
Ray Don Jackson
George Lindley
Lonelia Simmons

Abstaining: Charlie Nobles

DISCUSSION WITH POSSIBLE VOTE TO APPROVE CALENDAR YEAR 2006 REGULARLY SCHEDULED BOARD MEETING DATES AND LOCATIONS.

Mr. Nobles presented the draft schedule of meetings for 2006. The meetings will be held on the 3rd Friday of each month with the exception of January 2006, which will be a 2-Day Planning Retreat. Discussion followed with the main point of discussion to set the meetings and leave as scheduled. It makes it very difficult for Board Members to rearrange their schedules at a late date. Schedule presented:

January 12 and 13, 2006	2-Day Planning Retreat	Beavers Bend Resort Park Broken Bow, OK 74728
February 17, 2006	10:00 a.m.	State Office, OKC
March 17, 2006	10:00 a.m.	State Office, OKC
April 21, 2006	10:00 a.m.	State Office, OKC
May 19, 2006	10:00 a.m.	State Office, OKC
June 16, 2006	10:00 a.m.	State Office, OKC
July 21, 2006	10:00 a.m.	State Office, OKC
August, 2006	No Regularly Scheduled Board Meeting	

September 15, 2006	10:00 a.m.	Central Oklahoma Juvenile Center
October 20, 2006	10:00 a.m.	State Office, OKC
November 17, 2006	10:00 a.m.	State Office, OKC
December 15, 2006	10:00 a.m.	State Office, OKC

MOTION BY GEORGE LINDLEY WITH SECOND BY LONELIA SIMMONS TO APPROVE THE FY-2006 BOARD MEETING SCHEDULE AS THE THIRD FRIDAY OF EACH MONTH WITH THE EXCEPTION OF JANUARY, 2006.

MOTION PASSED

Voting Aye: Charlie Jackson
Ray Don Jackson
George Lindley
Lonelia Simmons
Charlie Nobles

MOTION BY LONELIA SIMMONS WITH SECOND BY CHARLIE JACKSON TO APPROVE JANUARY 12 AND 13, 2006 FOR THE PLANNING RETREAT TO BE HELD AT BEAVERS BEND STATE LODGE LOCATED AT BROKEN BOW, OK.

MOTION PASSED

Voting Aye: Charlie Jackson
Ray Don Jackson
George Lindley
Lonelia Simmons
Charlie Nobles

MOTION BY LONELIA SIMMONS WITH SECOND BY GEORGE LINDLEY TO HOLD THE REMAINING 2006 BOARD MEETINGS AT STATE OFFICE IN OKLAHOMA CITY WITH THE EXCEPTION OF SEPTEMBER WHICH WILL BE AT CENTRAL OKLAHOMA JUVENILE CENTER IN TECUMSEH, OK.

MOTION PASSED

Voting Aye: Charlie Jackson
Ray Don Jackson
George Lindley
Lonelia Simmons
Charlie Nobles

VOTE TO CONVENE INTO EXECUTIVE SESSION

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

MOTION PASSED

Voting Aye: Charlie Jackson
Ray Don Jackson
George Lindley
Lonelia Simmons
Charlie Nobles

VOTE TO RETURN TO OPEN SESSION

MOTION BY GEORGE LINDLEY WITH SECOND BY RAY DON JACKSON TO CONVENE INTO OPEN SESSION

MOTION PASSED

Voting Aye: Charlie Jackson
Ray Don Jackson
Jay Keel
Lonelia Simmons
Charlie Nobles

There were no Executive Session items requiring a vote.

ADJOURNMENT

Mr. Nobles adjourned the meeting.

Minutes approved in regular session on the *16th* day of *December*, 2005.

Charlie Nobles
Charles Nobles, Chairman

PREPARED BY:

Linda McLennan
Linda McLennan
Secretary to the Board of Directors