

March 27, 2006

The regularly scheduled meeting of the Cleveland County Budget Board was called to order this 27th day of March, 2006, in the conference room of the Cleveland County Fairgrounds, 605 E. Robinson, Norman, Oklahoma, by Chairman Leroy Krohmer. Roll was called by Dorinda Harvey, County Clerk/Secretary, and those present were:

Leroy Krohmer, Chairman
Dorinda Harvey, Secretary
F. DeWayne Beggs, Member
Bill Graves, Member
Rhonda Hall, Member
Denise Heavner, Member
George Skinner, Member

Vice-Chairman Sandra DeSelms was absent at roll call.

Others present were: Christine Brannon, Tim Kuykendall, Glen Turner, Tammy Howard, Carol Jones, Susan Moffat, John Angier, Donna Roberts, Bob Wood, Mike Kelly, Jim Helm, Ben Graves, Lindsay Bailey, Shari Kenney, and Sherry Autry.

After the reading of the minutes of the regular meeting of March 13, 2006, and there being no additions or corrections, Bill Graves moved that the minutes be approved. Rhonda Hall seconded the motion.

The vote was: Leroy Krohmer, yes; Dorinda Harvey, yes; F. DeWayne Beggs, yes; Bill Graves, yes; Rhonda Hall, yes; Denise Heavner, yes; George Skinner, yes.
Motion carried.

(During the miscellaneous discussion Vice-Chairman Sandra DeSelms entered the meeting.)

Denise Heavner inquired about the entrances into the newly remodeled County Office Building.

Mike Kelly, with Kaighn and Associates Architects, stated it was his understanding that the Sheriff's Office only wants it to be the east and west entries of the building for security. In order to provide security people will have to go through the screening systems at the east and west entries. There will still be means of egress for emergencies on the north and south ground floor doors, the connecting link north and south doors and there will be one more that goes out of Judge Napoli's future courtroom.

Ms. Heavner asked about after hours or weekend workers.

Mr. Kelly stated that would be a function of how the swipe cards will be set up.

Ms. Heavner stated if they work on a weekend the swipe cards would allow them also to come into the interior of her office.

Glen Turner with the District Attorney's Office stated she was correct. Mr. Turner stated he envisioned setting up a tier structure to where Tim Kuykendall, District Attorney, would be the upper most security, meaning he has access to every electronic lock on their floor as well as the east and west doors. Mr. Kuykendall can come and go to any place on their floor

anytime he wants to. That would then tier down to where some of the other people in the office would not get unlimited access. One of the advantages to the electronic locks is that they are totally programmable. If there are employees that you do not want to have a card you don't have to give them one, but if you have offices in your area that are secured by electronic locks anyone who needs to get in should have a card. Mr. Turner stated that he called all of the offices trying to get the total number of employees and to see the number of cards needed. If some of the Officials are not going to issue cards to all employees those numbers can be adjusted down. But extra cards will be needed when someone quits or when the cards are lost. If a card were lost, normally the Officials would notify the Sheriff's Office whomever is in charge in his office that is making all of these cards and say a card had been lost. The person in the Sheriff's Office would go into the computer and disable that card and issue a new one. The same would happen for an employee that leaves.

Ms. Heavner inquired about entering through her south door and going up to the other floors and asked if there would be a lock system there.

Mr. Turner stated at the meeting that was held it was his understanding that the ground floor stairwells would remain secure. Also if someone is on the second floor they can't go up to the third floor. Access has to be allowed down for egress with a panic bar or crash bar, but traveling between floors can't be done with the stairways.

Mr. Kelly stated they also don't want people who come down the stairs to have access to any office.

Chairman Krohmer stated that the Commissioner's Office doesn't have the card system; he thinks it is just a key.

Mike Kelly stated that was correct that the Judges and the District Attorney's Office have more of the lock down arrangement because of security.

Mr. Kelly thinks the rest is just keys. He will be glad to produce the drawings again and go over them with anyone. The locking arrangements give you the capacity of the door where the swipe card exists to do whatever you want and he can provide that.

Ms. Heavner stated she didn't think anyone had a problem; it was that we didn't know how it was going to work. Ms. Heavner stated that any swipe card that was used other than the District Attorney's Office and the Judges would be exterior and Mr. Kelly said she was correct.

The central staircase is not controlled and you can always go up and down it as per Mr. Kelly. If you want to add more to the system Mr. Kelly and Bob Wood discussed a long time ago and prepped the hinges in case more wire was ran later.

Dorinda Harvey, County Clerk, asked Mr. Kelly when you are talking east and west doors you are talking about the west door of the County Office Building and the east door of the Courthouse and that you can't get in through the breeze way. (This is correct.)

Mr. Kelly had quite a few meeting with Captain Williams at that time about the levels on control and if you lost control and everyone starts coming in and out of the side doors you might as well give up on your control. The goal is, is to make everyone come in and out those doors. (East and west doors)

Ms. Harvey was concerned about the employees and the doors being bombarded right at eight o'clock.

Sandra DeSelms stated the employees will have to come earlier and wanted to know how early the Sheriff's Office would be at the doors.

Sheriff Beggs thinks it will probably require about three (deputies) at each exit and the Sheriff's Office will have to be there earlier than the employees.

Tim Kuykendall stated if the employees get there earlier than the Sheriff's Office then they just swipe a card and go on in; we are not limited to wait until the Sheriff's Office gets there.

Glen Turner asked if it was the plan of the Sheriff's Office that every employee go through the magnetron, or it is envisioned that the employees that are known having them go around. Sheriff Beggs thinks they need to be there to screen for safety and he thinks that belongs to everyone who comes in and out. This is a walk though much like the airport.

Dorinda Harvey was concerned if there is a bunch of stuff around the doors then the items that she has to bring back to the County Office Building will not go through the doors.

Sheriff's Beggs doesn't see that to be a problem at the beginning; probably he will have officers at the doors to try to watch what is coming in and going out, but they don't necessarily have to have the machines there up and running.

Leroy Krohmer stated the equipment was portable; it is not nailed down to the floor.

Chairman Krohmer had been given the estimate for the cost for the four hundred swipe cards and asked Mr. Turner about it.

Mr. Turner stated it was an estimated based upon a card for every employee and if some of the Officials are not going to issue cards for every employee that he can adjust the number down, as the cards are \$3.00 apiece. Mr. Turner had a card to show the Board, explained how it would work, and explained if the Officials were going to use tier security how those cards can be programmed.

Mike Kelly stated by Wednesday he would provide a set of drawing that everyone would look at to see what doors in their area had locks on them.

Mr. Turner stated right now each door has a number on it; it is taped to the door and with that number Mr. Turner can tell if the door is keyed or electronic. The cards have to be programmed, the Sheriff's Office needs a list of who gets the cards, and the Sheriff would like the Official to sign off on the list. The Sheriff's Office will be doing all of the cards except the 3rd floor.

Sheriff Beggs will also have to know who get the keys and something will have to be decided about the District Attorney's Office or floor if his office is going to be responsible for the entire building he is going to have to have access. His staff needs to be able to go anywhere in case something happens anywhere in the building.

Mr. Turner needs to know within the next week how many cards are needed.

George Skinner informed the Board that he has the sheet for the Officials to sign off on as far as the contest that was presented at the ACCO Building last week. This states that the Official will support the program and if you don't support it and the Cleveland County wins than that office that doesn't support it those employees don't get to participate.

There being no further business to come before the Board, Dorinda Harvey moved that the meeting be adjourned. Rhonda Hall seconded the motion.

The vote was: Leroy Krohmer, yes; Sandra DeSelms, yes; Dorinda Harvey, yes; F. DeWayne Beggs, yes; Bill Graves, yes; Rhonda Hall, yes; Denise Heavner, yes; George Skinner, yes.

Motion carried.