

# CLEVELAND COUNTY BUDGET BOARD

## Minutes

June 10, 2013

Due to a Sheriff's Sale being conducted in the County Commissioner's Meeting Room 200, the regularly scheduled meeting of the Cleveland County Budget Board was called to order this 10<sup>th</sup> day of June 2013 in the Law Library, located on the 3<sup>rd</sup> Floor of the Cleveland County Courthouse, by Chairman Rod Cleveland. Tammy Belinson, County Clerk/Secretary, called roll and those present were as follows:

Rod Cleveland, Chairman  
David Tinsley, Vice-Chairman  
Tammy Belinson, Secretary  
Sheriff Joseph Lester, Member  
Darry Stacy, Member  
Rusty Sullivan, Member

(Clerk's Note: Signs were posted on 1<sup>st</sup> and 2<sup>nd</sup> Floor of the County Office Building informing the public of the Meeting Room change, as well as a sign provided to the County Treasurer's personnel positioned outside the County Commissioners' meeting room. Also, security was notified.)

Rhonda Hall, Court Clerk, and Jim Reynolds, County Treasurer, were absent.

Others present were: Jim Robertson, Assistant District Attorney, Melinda Duke, Christi Morren, Jim Williams, Patty Cox, Susan Moffat, Gayla Suenis, Valerie Mattheus and Linda Atkins.

After the reading of the minutes of the regular Meeting of May 13, 2013, and there being no additions or corrections, Rusty Sullivan moved that the minutes be approved. The motion was seconded by Darry Stacy.

The vote was: Rod Cleveland, yes; David Tinsley, yes; Tammy Belinson, yes; Joseph Lester, yes; Darry Stacy, yes; Rusty Sullivan, yes.  
Motion carried.

Tammy Belinson said that Shelley Raney was unable to be at the meeting today to give a Presentation for the HR Department regarding the new **County Drug Policy**. Ms. Belinson distributed copies of the policy and stated that it does require the employee's signature on the signature page and then placed in the employee's file.

Rusty Sullivan said that by doing this there is a 5% discount on Insurance rates.

Tammy Belinson said that this has already been adopted by the Board of County Commissioners and is in place. She said that Ms. Raney will be available to answer any questions that they may have.

Rusty Sullivan said they have been advised to send Personnel Advisors to ACCO School, so they can identify those persons and added that it is a requirement.

Tammy Belinson passed out copies of the **New County Employment Application** for the Board's review.

She said that Jim Reynolds, County Treasurer, suggested a few amendments. One of the suggestions pertained to the format and the rest applied to the information being gathered, such as phone numbers and references. The third suggestion was to include the questions, "Will you consent to a criminal background check?" and a box to check "Yes" or "No"; followed by, "Will you authorize us to obtain a credit report about you?" Please check "Yes" or "No". She said that Mr. Reynolds has indicated to her that this sort of information was crucial to his office. Other suggestions related to the applicant being bilingual; knowing CPR; First Aid; and all types of business machines training and/or experience. Ms. Belinson said that the application will be revised and redistributed.

Chairman Rod Cleveland called for **Discussion of a Service Award Program for County Employees.**

Tammy Belinson said that she has an employee that is approaching thirty-five years of service with the County. Ms. Belinson expressed that her desire to do something special for this employee prompted her to look at other long term employees as well. Ms. Belinson asked the Board members if they would be interested in doing some type of service recognition program. She said that by law, the County cannot spend money on anything other than a certificate or a plaque. At the present time, the County has thirty employees at a five year mark; eight employees at the ten year mark; four employees at the fifteen year mark; one employee at the twenty year mark; six employees at the twenty-five year mark; two employees at the thirty year mark; and one employee at the thirty-five year mark.

Darry Stacy suggested that the County begin at the ten or fifteen year mark by giving a Certificate and then a plaque for twenty years.

Rusty Sullivan said that he preferred awarding a plaque when doing a presentation.

Tammy Belinson said that presentations could be made during a Board of County Commissioners Meeting.

Rod Cleveland said that they could do a reception for the employees as well.

Rusty Sullivan suggested that they contact the State Auditor's office to ascertain the legalities of what can be purchased and then proceed from there.

Tammy Belinson said she will have some guidelines on this for the Board's review at their next meeting.

Chairman Rod Cleveland called for Implementation of **Employee Wellness Program Per HB: 1135.**

Mr. Cleveland said that he is going to the State Capitol today for the signing of HB: 1135 and will be meeting with Management Enterprise who oversees Health Choice for the County. He said that Health Choice is looking at Cleveland County as being a pilot program because of the County's interest in the program. He explained that it is similar to a safety award; stay safe for a year and receive an award. So the County can actually reward or pay for programs for people to become increasingly well.

Tammy Belinson asked if a Health Fair would be planned to do physicals.

Rod Cleveland answered affirmatively.

Darry Stacy asked about incentives for the ones that are in good physical shape.

Rod Cleveland said they can find ways of improvement.

Darry Stacy said there should be some reward for those that have remained fit.

Rod Cleveland said that they will try to find a benchmark of where they want to be and form a strategy on how to improve.

Tammy Belinson said that she wanted to do this program once before, but some concerns were raised that the information obtained could be used to adjust the insurance rates.

Rod Cleveland said that he will discuss those concerns with them.

Darry Stacy said that the City of Norman did a volunteer Health Screen recently and as an incentive for doing a Health Screen, their insurance rates were reduced.

He added that the information is kept confidential and does not count against their overall amount.

Rod Cleveland said that the County could do the program and not have Health Choice to do the screening.

Tammy Belinson said that Norman Regional Hospital has a program too.

Chairman Cleveland said that they should appoint a Wellness Committee to define the needs of the County. He said that this will be brought back for further discussion after his meeting with Health Choice.

**E. Approval of the following Transfer of Appropriations:**

Darry Stacy moved, seconded by Sheriff Lester, that the Transfer of Appropriations be approved as listed.

1. From Cleveland County Commissioners, SA2, Highway General, \$102,752.34 to Cleveland County Commissioners, SA3, Highway General, \$102,752.34.
2. From Fair Board, FF2, \$10,000.00 to Fair Board Capital Outlay, FF3, \$10,000.00.
3. From OSU Extension, Personal Services, E1A, \$2,000.00 to OSU Extension, Travel, E1C, \$2,000.00.

The vote was: Rod Cleveland, yes; David Tinsley, yes; Tammy Belinson, yes;

Joseph Lester, yes; Darry Stacy, yes; Rusty Sullivan, yes.

Motion carried.

**F. New Business:** No new business was discussed.

**G. Chairman Rod Cleveland called for Discussions Regarding County Business by Members of the Budget Board.**

David Tinsley, County Assessor, said that the tornado damage has changed the County Abstract according to the preliminary figures his office has obtained so far. He said it is assessed at \$15,068,708.00, but it relates to tax at \$1,674,284.00 which would be approximately \$168,010.00. He contends that it is probably going to be close to \$200,000.00 to \$225,000.00 for the County.

Rod Cleveland asked him if he thought there may be an off set at some point that it could be a wash. David Tinsley said that it will not happen in the Moore area, but as far as the entire County it could happen. He said the preliminary figures reflect where the County stands now.

After a brief discussion, Tammy Belinson said that each office will need to be economical and deposit money back at the end of the fiscal year. She said that last year the officials turned in a lot of money and it kept them covered.

David Tinsley said that on the 23<sup>rd</sup> of August 2013, which is on a Friday, the South West CODA Meeting is being hosted by Cleveland County. It will be held at the Sam Noble Museum of Natural History. Sponsorship will be at two levels at \$250.00 and \$100.00. David Tinsley stated that the guest speaker will be the OU Athletic Director, Joe Castiglione.

(At this point, Rusty Sullivan exited the meeting.)

**H. Public Comment:**

No Public Comments were made.

**I. Adjourn.**

There being no further business to come before the Board, Sheriff Lester moved that the meeting be adjourned at approximately 11:15 am. The motion was seconded by Darry Stacy.

The vote was: Rod Cleveland, yes; David Tinsley, yes; Tammy Belinson, yes; Joseph Lester, yes; Darry Stacy, yes.

Motion carried.

( Clerk's Note: Agenda was posted June 6, 2013 @ 12:23 pm)