

**OKLAHOMA INDIGENT DEFENSE SYSTEM**  
Regular Board Meeting

AGENDA

Date: Friday, January 17, 2025  
Time: 10:00 a.m.

*Location: Oklahoma Indigent Defense System  
111 N Peters Suite 101  
Norman, OK 73069*

NOTE: The Board may discuss, vote to approve, vote to disapprove, vote to table or decide not to discuss any item on the agenda.

NOTICE OF BOARD MEETING.

CALL TO ORDER.

**1. Review of Minutes for Regular Board Meeting Held September 20, 2024.**

- 1. Discussion*
- 2. Board Action*

**2. Consideration and Approval of Amendments to the Oklahoma Indigent Defense System Pay Scale.**

- 1. Presented by Jalaina Arvin, Chief Administrative Officer*
- 2. Discussion*
- 3. Board Action*

**3. Consideration of Offers to Renew Fiscal Year 2025 Non-Capital Trial Indigent Defense Contracts for Fiscal Year 2026 for the following counties:**

<b>Adair</b>	<b>Coal</b>	<b>Kay</b>	<b>McIntosh</b>	<b>Pushmataha</b>
<b>Atoka</b>	<b>Delaware</b>	<b>Latimer</b>	<b>Murray</b>	<b>Seminole</b>
<b>Bryan</b>	<b>Grady</b>	<b>Logan</b>	<b>Muskogee</b>	<b>Sequoyah</b>
<b>Carter</b>	<b>Haskell</b>	<b>Love</b>	<b>Noble</b>	<b>Wagoner</b>
<b>Cherokee</b>	<b>Hughes</b>	<b>Marshall</b>	<b>Pittsburg</b>	<b>Washington</b>
<b>Choctaw</b>	<b>Johnson</b>	<b>McCurtain</b>	<b>Pontotoc</b>	-----

- 1. Presented by Kevin Finlay, Non-Capital Trial Division Chief*
- 2. Discussion*
- 3. Board Action*

**4. Consideration of Procedure and Authorization Regarding Offers to Contract of Fiscal Year 2026 Non-Capital Indigent Defense and Establishment of Deadlines and Schedule.**

- A. Establishment of Deadlines and Schedule.
- B. Review of Announcement to be Placed in the Oklahoma Bar Journal.
- C. Review of Packet to be Sent to Prospective Contractors who Respond to Announcement.
  - 1. *Presented by Kevin Finlay, Non-Capital Trial Division Chief*
  - 2. *Discussion*
  - 3. *Board Action*

**5. Request by Non-Capital Trial Contractors to Approve the Removal or Addition of Participating Attorneys to Contracts:**

- A. Request of Mr. Jason Pedraza, Esq. to add Mr. Steve Elliot, Esq. to the FY-2025 Bryan County NCT Services Contract as a Participating Attorney.
- B. Request of Mr. Thomas Jot Hartley, Esq. to add Mr. Rowdy Yates, Esq. to the FY-2025 Ottawa County NCT Services Contract as a Participating Attorney.
- C. Request of Mr. Thomas Jot Hartley, Esq. to add Ms. Briana Willis, Esq. to the FY-2025 Rogers County NCT Services Contract as a Participating Attorney.
- D. Request of Ms. Lauren Blake, Esq. to add Ms. Shannon Brown, Esq. to the FY-2025 Wagoner County NCT Services Contract as a Participating Attorney.
- E. Request of Ms. Melanie Blackburn, Esq. to add Mr. Jack Coppedge, Esq. to the FY-2025 Carter, Johnson, Love, Marshall, and Murray County NCT Services Contract as a Participating Attorney.
  - 1. *Presented by Kevin Finlay, Non-Capital Trial Division Chief*
  - 2. *Discussion*
  - 3. *Board Action*

**6. Request by Non-Capital Trial Contractors to Approve Extraordinary Fees:**

- A. Request of Mr. Wesley J. Cherry, Esq., for Extraordinary Fees in the amount of \$5,324.00 in the case of State of Oklahoma vs. Dwight Green, Sequoyah County Case No. CF-2022-12.
- B. Request of Mr. Dennis A. Smith, Esq., for Extraordinary Fees in the amount of \$135.00 in the case of State of Oklahoma vs. Miraquel Butterfield, Greer County Case No. CF-2023-64.
- C. Request of Mr. Michael J. Amend, Esq., for Extraordinary Fees in the amount of \$8,160.00 in the case of State of Oklahoma vs. Darius Evans, Cleveland County Case No. CF-2022-1544.

- D. Request of Ms. Cindy M. Dawson, Esq., for Extraordinary Fees in the amount of \$4,535.00 in the case of State of Oklahoma vs. Deana McGilvray, Stephens County Case No. CF-2023-72.
- E. Request of Mr. James W. Berry, Esq., for Extraordinary Fees in the amount of \$1,240.00 in the case of State of Oklahoma vs. Gabriel Harris, Beaver County Case No. CF-2022-30.
- F. Request of Mr. Albert J. Hoch, Jr., Esq., for Extraordinary Fees in the amount of \$4,610.00 in the case of State of Oklahoma vs. Coyante Williams, Comanche County Case Nos. CF-2021-520 & CF-2022-508.
- G. Request of Mr. Albert J. Hoch, Jr., Esq., for Extraordinary Fees in the amount of \$310.00 in the case of State of Oklahoma vs. Joseph Ferreira, Cleveland County Case Nos. CF-2024-865.
- H. Request of Barney Law, PLLC for Extraordinary Fees in the amount of \$450.00 in the case of State of Oklahoma vs. Georgia Jasper, Jackson County Case No. CM-2024-71.

- 1. *Presented by Kevin Finlay, Division Chief*
- 2. *Discussion*
- 3. *Board Action*

**7. Executive Director's Report.**

- 1. *Presented by Tim Laughlin, Executive Director*
- 2. *Informational Only – No Board Action Required*

**8. Executive Director Performance Evaluation.**

***25 O.S. Section 307 (B)(1). Executive Sessions. Discussing the employment hiring, appointment, promotion, demotion, or resignation of any individual salaried public officer or employee.***

- 1. *Presented by Jake Jones, Chair*
- 2. *Discussion*
- 3. *Board Action*

**9. Financial Reports – Paid Claims Report for September, October, November, and December 2024.**

- 1. *Presented by Brandy Bahm, Chief Financial Officer*
- 2. *Discussion*
- 3. *Board Action*

**10. Agency Division Reports for September, October, November, and December 2024. (Informational Only)**

- A. Capital Trial Division (Tulsa) Report(s)

- B. Capital Trial Division (Norman) Report(s)
- C. Appellate East Division Report(s)
- D. Appellate West Division Report(s)
- E. Non-Capital Trial Division Report(s)

**11. New Business: Any Matter Not Known about or Which Could Not Have Been Reasonably Foreseen Prior to the Time of Posting (25 O.S. § 311 (9)).**

**ADJOURN**

**NOTICE OF POSTING**

Date/Time: \_\_\_\_\_

Location: Oklahoma Indigent Defense System  
111 North Peters Ave., Suite 101  
Norman, Oklahoma 73069

By: \_\_\_\_\_  
Jalaina Arvin, Board Secretary