

1 STATE OF OKLAHOMA

2 1st Session of the 57th Legislature (2019)

3 SENATE BILL 536

By: Jech

6 AS INTRODUCED

7 An Act relating to state fiscal affairs; amending 62
8 O.S. 2011, Section 195, as amended by Section 458,
Chapter 304, O.S.L. 2012 (62 O.S. Supp. 2018, Section
9 195), which relates to institutional petty cash
10 funds; creating a petty cash fund for the Department
of Environmental Quality; setting a cap; stating
11 purpose for the fund; providing for the establishment
and replenishment of the fund; requiring the Office
12 of Management and Enterprise Services to prescribe
certain items and procedures to administer the fund;
and providing an effective date.

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15 BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

16 SECTION 1. AMENDATORY 62 O.S. 2011, Section 195, as
17 amended by Section 458, Chapter 304, O.S.L. 2012 (62 O.S. Supp.
18 2018, Section 195), is amended to read as follows:

19 Section 195. A. 1. There is hereby created a petty cash fund
20 at each of the following institutions: Oklahoma School for the
21 Blind, Muskogee, Oklahoma; Oklahoma School for the Deaf, Sulphur,
22 Oklahoma; Griffin Memorial Hospital, Norman, Oklahoma; Eastern State
23 Hospital, Vinita, Oklahoma; Northern Oklahoma Resource Center of
24 Enid, Enid, Oklahoma; Southern Oklahoma Resource Center of Pauls
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1 Valley, Pauls Valley, Oklahoma; Western State Psychiatric Center,
2 Fort Supply, Oklahoma; Central Oklahoma Juvenile Treatment Center,
3 Tecumseh, Oklahoma; L.E. Rader Children's Diagnostic and Evaluation
4 Center, Sand Springs, Oklahoma; L.E. Rader Intensive Treatment
5 Center, Sand Springs, Oklahoma; the Southwest Oklahoma Juvenile
6 Center, Manitou, Oklahoma; the Office of Juvenile Affairs' Boys'
7 Group Home, Enid, Oklahoma; the Office of Juvenile Affairs' Boys'
8 Group Home, Lawton, Oklahoma; the Office of Juvenile Affairs' Girls'
9 Group Home, Tulsa, Oklahoma; the Oklahoma Medical Center; and the
10 J.D. McCarty Center for Children with Developmental Disabilities.

11 2. The Director of the Office of Management and Enterprise
12 Services and the head of the institution involved are hereby
13 authorized and it shall be their duty to fix the maximum amount of
14 the petty cash funds. The Director of the Office of Management and
15 Enterprise Services shall prescribe all forms, systems, and
16 procedures for administering the petty cash funds of the
17 institution.

18 B. 1. There is hereby created a petty cash fund in the legal
19 division of the Department of Human Services which fund shall be
20 used solely to pay court costs, filing fees, witness fees, and
21 expenses related to any case or proceeding within the responsibility
22 of the legal division.

23 2. There is hereby created a petty cash fund in the Child
24 Support Enforcement Division of the Department of Human Services.

1 The fund shall be used solely to pay litigation expenses, including
2 court costs, filing fees, witness fees, and expenses related to any
3 case or proceeding within the responsibility of the Child Support
4 Enforcement Division.

5 3. The Director of the Office of Management and Enterprise
6 Services and the Director of the Department of Human Services are
7 hereby authorized and it shall be their duty to fix the maximum
8 amount of the petty cash funds. The Director of the Office of
9 Management and Enterprise Services shall prescribe all forms,
10 systems, and procedures for administering the petty cash funds.

11 C. 1. There is hereby created a petty cash fund in the finance
12 department of the Corporation Commission which shall be used solely
13 to pay litigation expenses of the legal division, including court
14 costs, filing fees, witness fees, and other expenses related to any
15 case, proceeding, or matter within the responsibility of the legal
16 division.

17 2. The Director of the Office of Management and Enterprise
18 Services and the Corporation Commission are hereby authorized and it
19 shall be their duty to fix the maximum amount of the petty cash
20 fund, not to exceed Five Hundred Dollars (\$500.00). The Director of
21 the Office of Management and Enterprise Services shall prescribe all
22 forms, systems, and procedures for administering the petty cash
23 fund.

1 D. 1. There is hereby created a petty cash fund for the
2 Property Distribution Division of the Office of Management and
3 Enterprise Services.

4 2. The amount of the Property Distribution petty cash fund
5 shall not exceed Five Hundred Dollars (\$500.00). The initial amount
6 shall be drawn by warrant from the State Surplus Property Revolving
7 Fund. The Director of the Office of Management and Enterprise
8 Services is authorized to prescribe forms, systems and procedures
9 for the administration of the Property Distribution petty cash fund.

10 E. 1. There is hereby created a petty cash fund in the legal
11 division of the Oklahoma Health Care Authority which fund shall be
12 used solely to pay for court costs, filing fees, witness fees, and
13 expenses related to any case or proceeding within the responsibility
14 of the legal division.

15 2. The Director of the Office of Management and Enterprise
16 Services and the Chief Executive Officer of the Oklahoma Health Care
17 Authority are hereby authorized and it shall be their duty to fix
18 the maximum amount of the petty cash fund, not to exceed Five
19 Hundred Dollars (\$500.00). The Director of the Office of Management
20 and Enterprise Services shall prescribe all forms, systems, and
21 procedures for administering the petty cash fund.

22 F. 1. The Director of the Office of Management and Enterprise
23 Services is hereby authorized, upon request by the State
24 Commissioner of Health, to establish a petty cash fund for the State

1 Department of Health in an amount not to exceed One Thousand Dollars
2 (\$1,000.00), to be used for the purpose of making change for persons
3 obtaining licenses, paying fees and fines, and transacting other
4 such business with the Department.

5 2. The fund shall be established and replenished from any
6 monies available to the Department for operating expenses.

7 3. The Director of the Office of Management and Enterprise
8 Services shall prescribe all forms, systems, and procedures for
9 administering the fund.

10 G. 1. There is hereby created a petty cash fund for the
11 Financial Management section of the Department of Environmental
12 Quality in an amount not to exceed Two Hundred Dollars (\$200.00) to
13 be used for the purpose of making change for persons obtaining
14 licenses, paying fees and fines and transacting other such business
15 with the Department.

16 2. The fund shall be established and replenished from any
17 monies available to the Department for operating expenses.

18 3. The Director of the Office of Management and Enterprise
19 Services shall prescribe all forms, systems and procedures for
20 administering the fund.

21 SECTION 2. This act shall become effective November 1, 2019.

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