

1 STATE OF OKLAHOMA

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

3 SENATE BILL 536

By: Jech

4  
5  
6 AS INTRODUCED

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

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

19 SECTION 1. AMENDATORY 62 O.S. 2011, Section 195, as  
20 amended by Section 458, Chapter 304, O.S.L. 2012 (62 O.S. Supp.  
21 2018, Section 195), is amended to read as follows:

22 Section 195. A. 1. There is hereby created a petty cash fund  
23 at each of the following institutions: Oklahoma School for the  
24 Blind, Muskogee, Oklahoma; Oklahoma School for the Deaf, Sulphur,  
25 Oklahoma; Griffin Memorial Hospital, Norman, Oklahoma; Eastern State  
26 Hospital, Vinita, Oklahoma; Northern Oklahoma Resource Center of  
27 Enid, Enid, Oklahoma; Southern Oklahoma Resource Center of Pauls  
28

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.

22  
23 57-1-1704 QD 1/17/2019 8:45:26 AM  
24  
25