



WOODS COUNTY SHERIFF TURNOVER

Statutory Report

November 20, 2024

Cindy Byrd, CPA
State Auditor & Inspector

**COUNTY OFFICER TURNOVER STATUTORY REPORT
RUDY BRIGGS, JR.
WOODS COUNTY SHERIFF
NOVEMBER 20, 2024**

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OKLAHOMA
Office of the State Auditor & Inspector

Cindy Byrd, CPA | State Auditor & Inspector

2300 N. Lincoln Blvd., Room 123, Oklahoma City, OK 73105 | 405.521.3495 | www.sai.ok.gov

April 4, 2025

BOARD OF COUNTY COMMISSIONERS
WOODS COUNTY COURTHOUSE
ALVA, OKLAHOMA 73717

Transmitted herewith is the Woods County Officer Turnover Statutory Report for November 20, 2024. The engagement was conducted in accordance with 19 O.S. § 171.

The goal of the State Auditor and Inspector is to promote accountability and fiscal integrity in state and local government. Maintaining our independence as we provide this service to the taxpayers of Oklahoma is of utmost importance.

We wish to take this opportunity to express our appreciation for the assistance and cooperation extended to our Office during our engagement.

Sincerely,

A handwritten signature in blue ink that reads "Cindy Byrd". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

CINDY BYRD, CPA
OKLAHOMA STATE AUDITOR & INSPECTOR



Rudy Briggs, Jr.
Woods County Sheriff
Woods County Courthouse
Alva, Oklahoma 73717

For the purpose of complying with 19 O.S. § 171, we have performed the following procedures for November 20, 2024:

- Verify that equipment items on hand agree with inventory records maintained per 19 O.S. § 178.1 and 19 O.S. § 178.2.
- Verify that the amount of total claims approved for the operation of said Office is not in excess of limitations imposed by 19 O.S. § 347.
- Verify that a monthly report of the Office is on file with the County Clerk per 19 O.S. § 684.
- Verify that the Office is not exceeding the maximum amount of cash authorized for their change needs per 19 O.S. § 682.
- Verify that the Officers' depository account balances reconcile with the County Treasurer's records and that undeposited cash reconciles to receipts.
- Verify that the Inmate Trust Ledgers are reconciled to the Bank Statement in accordance with 19 O.S. § 531.
- Verify that the Sheriff maintains an evidence locker log and that the entrance to the evidence locker is restricted. Document who has access (keys or combination) to the evidence locker.
- Verify that the Sheriff has entered all confiscated license plates into the Oklahoma Temporary Motorist Liability Plan system per 47 O.S. § 7-621 through 47 O.S. § 7-628.
- Verify that the Sheriff maintains a log of all county owned weapons and to whom they are issued.

Information addressed in this report is the representation of the respective county officer.

Our county officer turnover engagement was limited to the statutory procedures described above and was less in scope than an examination or audit performed in accordance with auditing standards generally accepted in the United States of America, the objective of which would be the expression of an opinion. Accordingly, we do not express an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

Based on our procedures performed, we have presented our findings in the accompanying schedule.

This report is intended solely for the information and use of the management of the County and should not be used for any other purpose. This report is also a public document pursuant to the Oklahoma Open Records Act (51 O.S. § 24A.1 et seq.), and shall be open to any person for inspection and copying.

A handwritten signature in blue ink that reads "Cindy Byrd". The signature is written in a cursive, flowing style.

CINDY BYRD, CPA
OKLAHOMA STATE AUDITOR & INSPECTOR

February 10, 2025

COUNTY OFFICER TURNOVER STATUTORY REPORT
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SCHEDULE OF FINDINGS AND RESPONSES

Finding 2025-001 – Lack of Internal Controls and Noncompliance Over Fixed Assets

Condition: During our review and test of one hundred ninety-eight (198) fixed assets, the following weaknesses were noted:

- One (1) item was not properly marked on both sides. (*Appendix 1*)
- One (1) item was disposed of, but there was no corresponding resolution. (*Appendix 2*)
- Two (2) items were disposed of but have not been removed from the inventory list. (*Appendix 3*)
- Twelve (12) items could not be located. (*Appendix 4*)
- Twenty-six (26) items did not have a corresponding serial number on the inventory list. (*Appendix 5*)
- One hundred four (104) items were not properly marked with county identification number. (*Appendix 6*)

Cause of Condition: Policies and procedures have not been adequately designed and implemented by management to ensure compliance with state statutes over fixed assets.

Effect of Condition: These conditions resulted in noncompliance with state statutes, opportunities for loss, misappropriation of county assets, inaccurate reporting of fixed assets, as well as inadequate procedures to ensure equipment is properly identified in accordance with state statutes.

Recommendation: The Oklahoma State Auditor and Inspector's Office (OSAI) recommends that management implement policies and procedures to ensure compliance with state statutes and that fixed assets are safeguarded against misuse and loss.

Management Response:

Outgoing County Sheriff: I sincerely apologize for any and all deficiencies. I assure you that none of the deficiencies were done with malicious or criminal intent. I hope your findings in the audit will assist the incoming Sheriff and help him not make the mistakes I did.

Criteria: The United States Government Accountability Office's *Standards for Internal Control in the Federal Government* (2014 version) aided in guiding our assessments and conclusion. Although this publication (GAO Standards) addresses controls in the federal government, this criterion can be treated as best practices and may be applied as a framework for an internal control system for state, local, and quasigovernmental entities.

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The GAO Standards – Principle 10 – Design Control Activities – 10.03 states in part:

Physical control over vulnerable assets

Management establishes physical control to secure and safeguard vulnerable assets. Examples include security for and limited access to assets such as cash, securities, inventories, and equipment that might be vulnerable to risk of loss or unauthorized use. Management periodically counts and compares such assets to control records.

The GAO Standards – Section 2 – Objectives of an Entity – OV2.24 states in part:

Safeguarding of Assets

Management designs an internal control system to provide reasonable assurance regarding prevention or prompt detection and correction of unauthorized acquisition, use, or disposition of an entity's assets.

Additionally, The GAO Standards – Section 2 – Establishing an Effective Internal Control System – Objectives of an Entity - OV2.24 states in part:

Compliance Objectives

Safeguarding of Assets

Management designs an internal control system to provide reasonable assurance regarding prevention or prompt detection and correction of unauthorized acquisition, use, or disposition of an entity's assets.

Title 19 O.S. § 421 states in part, "...each board of county commissioners of the several counties in the state shall within thirty (30) days after the disposition of any tools, apparatus, machinery, and equipment belonging to the county of leased or otherwise let to it."

Title 19 O.S. § 178.2 states, "It shall be and is hereby made the duty of every county officer, board, commission, or department, and by record directive of the board of county commissioners may be made the duty of any employee of the board of county commissioners subject to summary discharge and removal by the board, to conform in all respects and be amenable to all uniform resolutions adopted by their respective boards of county commissioners directing the taking, recording, maintaining and reporting inventories of properties in their respective custody in accordance with the provisions of this act. It shall be the duty and responsibility of each elected county official to create and maintain inventory records of said office. Such inventory shall be filed with the county clerk.

Title 19 O.S. § 1502 states,

- A. 1. The board of county commissioners or a designated employee shall:
 - a. prescribe a uniform identification system for all supplies, materials and equipment of a county used in the construction and maintenance of roads and bridges, and

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- b. create and administer an inventory system for all:
 - (1) equipment of a county having an original cost of Two Thousand Five Hundred Dollars (\$2,500.00) or more for use in the construction and maintenance of roads and bridges, and
 - (2) supplies and materials of a county purchased in lots of Two Thousand Five Hundred Dollars (\$2,500.00) or more for use in the construction and maintenance of roads and bridges.

Such person shall be the county road and bridge inventory officer.

2. a. In counties having a county budget board created pursuant to Section 1402 et seq. of this title, said board may, upon an affirmative vote of a majority of all the board members then in office, appoint a county road and bridge inventory officer who shall be employed by the county and shall have such duties as are provided in subparagraphs a and b of paragraph 1 of this subsection. In the event the board does not appoint a county road and bridge inventory officer the board of county commissioners or designee shall be the county road and bridge inventory officer. The appointed county road and bridge inventory officer shall be under the general supervision and direction of the appointing authority.

b. The appointed county road and bridge inventory officer shall be authorized necessary assistants to carry out the duties and responsibilities provided by law and as may be delegated by the appointing authority. Provided, the employment of such assistants shall be upon the approval of the appointing authority. The salary of the county road and bridge inventory officer and assistants shall be fixed by the appointing authority.

c. The appointed county road and bridge inventory officer shall, at the expense of the county, be authorized adequate office space, furnishings, equipment and supplies to carry out the duties and responsibilities of the county road and bridge inventory officer as provided by law and as may be delegated by the appointing authority. Provided, the acquisition of such furnishings, equipment and supplies shall be upon the approval of the appointing authority and the acquisition of office space shall be upon the approval of the board of county commissioners.

B. The board of county commissioners shall:

1. Prescribe a uniform identification system for all supplies, materials, equipment and information technology and telecommunication goods of a county not used in the construction and maintenance of roads and bridges; and

2. Create and administer an inventory system for all:

a. equipment and telecommunication goods of a county having an original cost of Two Thousand Five Hundred Dollars (\$2,500.00) or more and not used in the construction and maintenance of roads and bridges,

b. information technology hardware and software of a county having an original cost of Five Hundred Dollars (\$500.00) or more and not used in the construction and maintenance of roads and bridges, and

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c. supplies and materials of a county purchased in lots of Two Thousand Five Hundred Dollars (\$2,500.00) or more and not used in the construction and maintenance of roads and bridges.

The board of county commissioners may designate an employee of that office to administer such inventory system.

Title 19 O.S. § 1504(A) requires the receiving officer to maintain a record of all items received, disbursed, stored, and consumed by the department.

Title 69 O.S. § 645 states in part, “The board of county commissioners shall cause each piece of county-owned, rented or leased road machinery and equipment, and each automobile and truck, to be marked in accordance with the provisions of this section. County-owned automobiles, trucks, road machinery and equipment shall be conspicuously and legibly marked PROPERTY OF (name of county) COUNTY, and leased automobiles, trucks, road machinery and equipment shall be conspicuously and legibly marked LEASED BY (name of county) COUNTY, on each side, in upper case letters, on a background of sharply contrasting color.

Appendix 1

COUNTY OFFICER TURNOVER STATUTORY REPORT
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Appendix 1

Item not properly marked on both sides belonging to County.

County Identification Number	Year	Make	Model	Serial Number	Cost
B348-001	–	TRAILER, ENCLOSED	–	53FBE1821KFO47902	\$6,525.00

Appendix 2

COUNTY OFFICER TURNOVER STATUTORY REPORT
RUDY BRIGGS, JR.
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Appendix 2

Item was disposed of, but there is no corresponding resolution.

County Identification Number	Year	Make	Model	Serial#	Cost
B250-052	–	LAPTOP COMPUTER	F2-55F2601KM	2JTTA82812	\$3,287.00

Appendix 3

COUNTY OFFICER TURNOVER STATUTORY REPORT
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Appendix 3

Items that were disposed of but are still on inventory.

County Identification Number	Year	Make	Model	Serial Number	Cost
B606-012	—	RIFLE	R6520	GC022268	\$660.00
B616-018	—	CAMERA	B2311	000X6VSQB01503T	\$499.99

Appendix 4

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Appendix 4

Items that could not be located.

County Identification Number	Year	Make	Model	Serial Number	Cost
B249-002	–	SERVER	R340	8KK2C5318657283575	\$3,083.21
B254-006	–	MONITOR, SERVELANCE	–	91508748542	\$219.99
B601-085	–	RADIO	RINO 755T	5QM002897	\$637.22
B601-087	–	RADIO	RINO 755T	5QM002895	\$637.22
B614-006	–	MONOCULAR, THERMAL	–	181EZ19R8A34	\$580.00
B614-009	–	MONOCULAR, THERMAL	–	2027Z1FUTB64	\$580.00
B618-011	–	BALLISTIC HELMET	–	H10-00003	\$361.25
B618-012	–	BALLISTIC HELMET	–	H10-00004	\$361.25
B618-013	–	BALLISTIC HELMET	–	H10-00005	\$361.25
B624-009	2023	RADAR	–	133161	\$3,170.40
B624-010	2023	RADAR	–	133140	\$3,170.40
B624-011	2023	RADAR	–	133138	\$3,170.40

Appendix 5

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Appendix 5

Items that did not have a corresponding serial number on the inventory list.

County Identification Number	Year	Make	Model	Serial Number	Cost
B225-001	–	RECORDER	1211639	–	\$2,750.63
B250-056	–	LAPTOP COMPUTER	F2-55F2601KM	2JTTA82817	\$3,287.00
B251-005	–	THERMAL PRINTER	RJ-4230B	464992A2Z112560	\$592.26
B251-006	–	THERMAL PRINTER	RJ-4230B	464992A2Z112559	\$592.26
B251-007	–	THERMAL PRINTER	RJ-4230B	464992A2Z112618	\$592.26
B251-008	–	THERMAL PRINTER	RJ-4230B	464992A2Z112563	\$592.26
B251-009	–	THERMAL PRINTER	RJ-4230B	464992A2Z112619	\$592.26
B251-010	–	THERMAL PRINTER	RJ-4230B	464992A2Z112617	\$592.26
B251-011	2023	PRINTER	M5821	406432C11 YMGL	\$2,000.00
B256-001	–	POWER SUPPLY	RLP-8012-BBSCLVD	–	\$1,250.00
B601-056	–	BODY MIC TRANSMITTER	PST1000CPB348PRP32067	–	\$1,810.00
B601-069	–	RADIO, HANDHELD	B2C00428	–	\$568.60
B601-074	–	RADIO	4077	–	\$2,595.00
B601-075	–	RADIO	–	4081	\$2,595.00
B602-001	–	DUPLEXER	28-37-07A	230246-A	\$1,649.00
B602-003	–	ANTENNA REPEATER	620-38N	C122254003	\$1,800.00
B606-017	–	SHOTGUN 12 GA	12 GA	Z108918	\$250.00
B606-032	–	SHOTGUN, 12 GA	870 PUMP	R522716K	\$490.00
B614-011	–	LENSES, THERMAL IMAGE	–	8151210414221	\$3,299.00
B614-012	–	LENSES, THERMAL IMAGE	–	815121014214	\$1,999.00
B614-013	–	LENSES, THERMAL IMAGE	–	815121014238	\$5,399.00
B615-010	–	DVR RECORDING CAMERA, PATROL	–	00608265-32	\$3,495.00
B624-003	–	RADAR	–	34492	\$1,695.00
B624-006	–	RADAR	–	54849	\$2,894.66
B627-023	–	BODY ARMOR	–	10220036201	\$640.00

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County Identification Number	Year	Make	Model	Serial Number	Cost
B628-015	–	TASER	X2	X2900574A	\$1,066.00

Appendix 6

COUNTY OFFICER TURNOVER STATUTORY REPORT
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Appendix 6

Items not properly marked with county identification number.

County Identification Number	Year	Make	Model	Serial Number	Cost
B105-008	–	DESK	–	–	\$550.00
B113-001	–	MODULAR FURNITURE	N/A	–	\$9,415.07
B213-005	–	COPIER	MPC4504EXSP	C738M141272	\$6,399.00
B250-033	–	COMPUTER	–	G9DFC42	\$950.00
B250-039	–	COMPUTER, LAPTOP	–	FRX4WB2	\$804.78
B250-040	–	COMPUTER, DESKTOP	–	DMTH8C2	\$803.27
B250-042	–	COMPUTER, BOOK IN	OPTIPLEX 7050	148FCP2	\$2,100.00
B250-043	–	LAPTOP COMPUTER	–	5CG8373G6J	\$1,187.01
B250-049	–	LAPTOP COMPUTER	16D01	6QPQ3B3	\$1,000.57
B250-050	–	LAPTOP COMPUTER	16D01	GZRQ3B3	\$1,000.57
B250-051	–	LAPTOP COMPUTER	16D01	74NQ3B3	\$1,000.57
B250-054	–	LAPTOP COMPUTER	F2-55F2601KM	2JTTA82819	\$3,287.00
B250-055	–	LAPTOP COMPUTER	F2-55F2601KM	2JTTA82811	\$3,287.00
B250-056	–	LAPTOP COMPUTER	F2-55F2601KM	2JTTA82817	\$3,287.00
B250-057	–	LAPTOP COMPUTER	F2-55F2601KM	2JTTA82816	\$3,287.00
B250-058	–	LAPTOP COMPUTER	F2-55F2601KM	2JTTA82783	\$3,287.00
B251-003	–	PRINTER, TICKET	847	2370516110600375C	\$599.99
B251-004	–	PRINTER	MS810DN	40638D6600LB3	\$400.00
B255-001	–	SCANNER, FINGERPRINT	LSCAN500	006002043.02018	\$8,345.39
B301-004	–	PICKUP 2013	F150 4-DOOR	1FTFW1EF3DKE77477	\$26,521.00
B301-005	–	PICKUP 2013	F-150	1FTFW1EF3DKE83716	\$26,521.00
B301-006	–	PICKUP 2016	F150	1FTEW1EF0GFA21428	\$28,436.00
B301-007	–	PICKUP 2017	F150	1FTEW1EF9HKC75907	\$30,153.00
B301-008	–	PICKUP 2020	F150	1FTEW1P42LKE66105	\$37,932.00
B301-009	–	PICKUP 2020	F150	1FTEW1P44LKE66106	\$37,932.00
B301-010	2023	PICKUP	F-150	1FTFW1P82PKF49403	\$49,219.20
B301-011	2023	PICKUP	F-150	1FTFW1P85DKF49024	\$49,212.20
B301-012	2023	PICKUP	F-150	1FTFW1D86PKF48805	\$49,219.20
B347-002	–	SUV 2016	EXPLORER	1FM5K8AT8GGB64908	\$29,899.00
B348-001	–	TRAILER, ENCLOSED	–	53FBE1821KFO47902	\$6,525.00
B363-001	–	GATOR, JOHN DEERE	124642	XUV825MS4MY18 - 1MO	\$20,725.56
B516-001	–	AED W/ CARRYING CASE	CR2-2-001285	49644572	\$1,621.00

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County Identification Number	Year	Make	Model	Serial Number	Cost
B516-002	–	AED W/ CARRYING CASE	CR2-2-001285	49624192	\$1,621.00
B516-003	–	AED W/ CARRYING CASE	CR2-2-001285	49644350	\$1,621.00
B516-004	–	AED W/ CARRYING CASE	CR2-2-001285	49644399	\$1,621.00
B516-005	–	AED W/ CARRYING CASE	CR2-2-001285	49644604	\$1,621.00
B516-006	–	AED W/ CARRYING CASE	CR2-2-001285	49644392	\$1,621.00
B516-007	–	AED	CR2-2-001283	49757207	\$1,818.75
B601-030	–	BODY MIKE		K353/K312	\$5,996.60
B601-056	–	BODY MIC TRANSMITTER	PST1000CPB348PRP32067	–	\$1,810.00
B601-068	–	RADIO, HANDHELD	B3100584	–	\$568.60
B601-072	–	RADIO, 160 CHANNEL	TK-790HBK	B5700152	\$1,264.50
B601-073	–	RADIO, 160 CHANNEL	TK-790HBK	B5700125	\$1,264.50
B601-074	–	RADIO	4077	–	\$2,595.00
B601-075	–	RADIO	–	4081	\$2,595.00
B601-076	–	RADIO	TK-790HBK	B7200039	\$1,541.60
B601-086	–	RADIO	RINO 755T	5QM002890	\$637.22
B601-088	–	RADIO	RINO 755T	5QM002917	\$637.22
B601-089	–	RADIO	RINO 755T	5QM002884	\$637.22
B601-090	–	RADIO	RINO 755T	5QM002922	\$637.22
B601-091	–	RADIO	RINO 755T	5QM002924	\$637.22
B601-092	–	RADIO	RINO 755T	5QM002889	\$637.22
B601-093	–	RADIO	NX-5700K	C0710595	\$846.30
B601-094	–	RADIO	NX5700K	C0710596	\$846.30
B601-095	–	RADIO	NX-5200	C1C30519	\$616.91
B601-096	–	RADIO	NX-5200	C1C30516	\$616.91
B601-097	–	RADIO	NX-5200	C1C30515	\$616.91
B601-098	–	RADIO	NX-5200	C1C30512	\$616.91
B601-099	–	RADIO	NX-5200	C1C30518	\$616.91
B601-100	–	RADIO	–	C1C30511	\$616.91
B601-101	–	RADIO	NX-5200	C1C30514	\$616.91

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County Identification Number	Year	Make	Model	Serial Number	Cost
B601-102	–	RADIO	NX-5200	C1C30520	\$616.91
B601-103	–	RADIO	NX-5200	C1C30517	\$616.91
B601-104	–	RADIO	NX-5200	C1C30513	\$616.91
B601-108	–	RADIO	NX-5700K	C2A11159	\$733.04
B602-001	–	DUPLEXER	28-37-07A	230246-A	\$1,649.00
B602-002	–	REPEATER	TKR-D710KPS	88C10076	\$1,710.00
B602-003	–	ANTENNA REPEATER	620-38N	C122254003	\$1,800.00
B614-002	–	MONOCULAR, THERMAL	–	QE27Z19R8A34	\$580.00
B614-004	–	MONOCULAR, THERMAL	–	0D2D219R8A34	\$580.00
B614-005	–	MONOCULAR, THERMAL	–	1203Z19R8A34	\$580.00
B614-007	–	MONOCULAR, THERMAL	–	0827Z19R8A34	\$580.00
B614-008	–	MONOCULAR, THERMAL	–	16Q9ZHVT664	\$580.00
B614-010	–	BIOCULAR, THERMAL	–	250989	\$5,995.00
B614-011	–	LENSES, THERMAL IMAGE	–	8151210414221	\$3,299.00
B614-012	–	LENSES, THERMAL IMAGE	–	815121014214	\$1,999.00
B614-013	–	LENSES, THERMAL IMAGE	–	815121014238	\$5,399.00
B615-010	–	DVR RECORDING CAMERA, PATROL	–	00608265-32	\$3,495.00
B615-011	–	RECORDING CAMERA SYSTEM	–	1D03A8C5	\$4,055.00
B615-012	–	RECORDING CAMERA SYSTEM	–	1D03A877	\$4,055.00
B615-013	–	DVR RECORDER	LT08416K-ST	8402010158X00038	\$1,376.18
B616-020	–	CAMERA, SURVEILLANCE	–	RX33AL03006160	\$519.99
B616-021	–	CAMERA, SURVEILLANCE	–	RX33AC05006693	\$519.99
B616-022	–	CAMERA, SURVEILLANCE	–	RX33AC02005465	\$519.99
B616-024	2023	WEB CAMERA	C920	–	\$500.00
B618-009	–	BALLISTIC HELMET	–	H10-00009	\$361.25
B618-010	–	BALLISTIC HELMET	–	H10-00002	\$361.25
B618-014	–	BALLISTIC HELMET	–	H10-00006	\$361.25

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B618-015	–	BALLISTIC HELMET	–	H10-00007	\$361.25
B618-016	–	BALLISTIC HELMET	–	H10-00008	\$361.25
B621-003	–	REFRIGERATOR	CRT182QBO	BA44525055	\$699.99
B621-004	–	FREEZER, UPRIGHT	CFUF14QWD	WB53454765	\$699.99
B622-001	–	PRELIMINARY BREATH TEST	–	90398	\$1,200.00
B624-004	–	RADAR	–	34311	\$1,695.00
B624-006	–	RADAR	–	54849	\$2,894.66
B624-007	–	RADAR	–	19665	\$3,019.50
B624-008	–	RADAR	–	19038	\$3,019.50
B627-023	–	BODY ARMOR	–	10220036201	\$640.00
B627-024	–	BODY ARMOR	–	N/A	\$620.00
B627-025	–	BODY ARMOR	–	N/A	\$640.00
B627-026	–	BODY ARMOR	–	N/A	\$640.00
B627-027	–	BODY ARMOR	–	N/A	\$640.00
B627-028	–	BODY ARMOR	LEVEL II	N/A	\$640.00
B629-001	–	DRONE	M3T	158IF5FJD233Q00DRIUX	\$5,748.00



Cindy Byrd, CPA | State Auditor & Inspector

2300 N. Lincoln Blvd., Room 123, Oklahoma City, OK 73105 | 405.521.3495 | www.sai.ok.gov